



ESSA Board of Directors Meeting Minutes

Tuesday, January 19, 2010 @ 7:00 pm
Conference Call - 604-899-4310 code: 5870531

Attended: Janine Aussem, Bernadette Voit, Elaine Balul, Cheryl Lalonde, Andrew Wilson, Kerry Evans, Sven Braune, Ieva Cornford, Brigitte Prochaska

Regrets: Jackie Kloosterboer, Liz Thomson, Marijke Edmondson

1. Welcome

Bernadette thanked everyone for joining the call tonight amidst the Olympic fever.

2. Approval of Previous Minutes

Motion 2010-02-23 (01) - Approval of the minutes of the October 2009 Board Meeting. Cheryl Lalonde, Elaine Balul. M/S/C. Approved.

Motion 2010-02-23 (02) - Approval of the minutes of the January 2010 Board Meeting. Brigitte Prochaska, Sven Braune. M/S/C. Approved.

3. President's Report

Bernadette is hoping to set up a meeting with the Solicitor General (Kash Heed) and the Fire and Emergency Management Commissioner (Becky Denlinger) to discuss the importance of the government assisting in funding for ESSA. Janine and Bernadette have been in contact with Jeff Cornell (JIBC) and have also met informally with Murray Day (JIBC). At this time there is no new news on any upcoming funding. On another note, it is essential that all board members are responding to the Executive Director's requests for feedback via emails. 24 hours is ideal and 48 hours is the maximum.

4. Treasurer's Report

Andrew Wilson (Treasurer) has reviewed the budget and the bottom line is that the best way to proceed at this time is to exhaust the remaining reserve funds. Unfortunately due to the shortfall of funds received in past year(s) there is not a very promising outlook at this time. Without the Provincial Emergency Program (PEP) funding there are fewer expense write offs. The next step is to create a smaller group to look at the programs and assess where cutting costs can happen and have them come back to the group with recommendations for the board by next meeting. Sven is able to arrange a meeting space at Granville and 25th. The removal of the PEP training is the most recent and major change to ESSAs funding situation. The next monthly meeting is March 24.

Key program expenses for the organization are the conference and advisory forum. Other than that, there is not really any funding attritions available. Fundraising is essential. Also there is the notion of advertising and selling of merchandise such as Organizational Charts or vests which will provide them with greater ease in their job as volunteers. Other items include cups, mugs, tshirts etc. The approach should be how to increase funds instead of trying to cut programs funding. The only way to cut real funds is to cut staff time but with that how will the programs be maintained? The response from the most recent gaming application did say we could request funding for training in the next round. Membership needs to be increased, more communities and possibly higher fees. Questions: What percentage of the budget is the membership from? And what is the potential of increasing that? There are currently 180 member teams in BC however several fall into regional districts which would encompass many communities at once. The board was going to

tackle the increase of membership fees but this has not been addressed at the present time. Rural areas are usually regional districts.

5. Staff Report

a. **National Municipal ESS Network** - Memberships for this group are still coming in. The benefit for ESSA is that we collect the funds and post them as revenue. We then charge the group back for administration fees and the funds can be used by ESSA in a more general manner. The fifth issue of the NMESSN newsletter should be out mid-March.

b. **Advisory Forum** - The Advisory Forum ESS Toolkit will be revealed at the Kelowna conference this May, 2010. There will be a CD provided to those who attend the plenary session. The idea behind the Advisory Forum is to share best practices and to identify weak areas and focus on addressing those issues. The Advisory Members bios are currently featured on the website. In the past there was no representative from Vancouver Island but that gap has been filled.

c. **2010 Memberships** - At this time there are currently 50 ESSA member communities. The past training role ESSA played has increased the presence and value of ESSA in the ESS community. Ultimately communities are realizing that ESSA is committed to providing as much value to communities as possible. The discussion of a two-tiered website where members would be able to access more information than non-members is on the table. The review of the membership structure remains to be an issue that requires tackling.

d. **Newsletter** - The newsletter is mostly set to go but is just awaiting final details of the conference to be complete. It should go to print in the first week of March.

e. **ESSA Conference** - At this time the final details are being confirmed and will soon be available to post on the website for registration and also for inclusion in the next newsletter. Beryl Itani has done a great job with the rates at the hotel and this is allowing remain within the budget. The fees will be \$40 for members and \$50 for non-member communities.

f. **Gaming Funding** - There is no more funding from the training grant available. The JIBC has been very accommodating with all the changes required and March 31st will see the last of ESSA's role in training at this time.

6. New Business

Board Member Stepping down - Marijke Edmondson, Board Member, has contacted Bernadette Woit and regrets to inform that due to the recent expansion of her family she finds it a challenge to manage parenting and also the commitment of being a board member. Marijke hopes to rejoin ESSA down the road when she is able to commit 100%.

7. **Next Meeting Date:** The next meeting will be on Wednesday, March 24, 2010.