



IDNS BOARD MEETING MINUTES

Date: 27 June 2019
Time: 12:00pm-1:00pm
Location: CeraGres Showroom, 1099 Marginal Road, Suite 149

MEETING #: 3-2019

Present:

Shannon Murray, President
Shannon Robinson, Vice President
Allison Bernard, Treasurer
Jennifer MacNeill, Public Member
Lori Ryan, Membership Director (by phone)

Regrets:

Kylie Mosher, Registrar
Heather Corrigan, Past President
Stephanie Black, Secretary
Nikki Steele, CE Director

Note: If you disagree with any of the information contained herein, please advise Secretary immediately.

At 12:20pm the meeting was called to order.

CONFIRMATION OF QUORUM - Quorum was met.

Call to Order - Shannon Murray, President

1.0 REVIEW OF AGENDA

- 1.1 Additions and Deletions: none
- 1.2 Motion to approve: Jennifer
- 1.3 Seconded: Allison
- 1.4 Majority in favor
- 1.5 Motion Carried

2.0 APPROVAL OF MINUTES from April 16, 2019 meeting

- 2.1 Business arising from the Minutes
- 2.2 Motion to accept minutes from meeting 16 April 2019: Allison
- 2.3 Seconded by: Jennifer
- 2.4 Majority in Favor
- 2.5 Motion Carried

3.0 NEW BUSINESS

- 3.1 IDNS Board Member goals for 2019
 - 3.1.1 Engage an admin assistant: possibility of sourcing an outside consultant from another association (BOMA, DCI). Shannon to consult with a lawyer if this is a conflict of interest for either organization and about confidentiality agreement if required.
Shannon to reach out to Lori's contact to see if they'd be good fit for role. There may be fundraising required to pay for role.
 - 3.1.2 Engage a social media consultant and develop a marketing plan through social media
 - 3.1.3 Update website to align with our marketing plan & develop payment and application renewal online
 - 3.1.4 Support intern members in their process to becoming a Registered Member. Heather hosted intern members to review NCIDQ.
- 3.2 IDNS not paying IDC dues on behalf of members, board to advise membership at next general meeting.
- 3.3 Communications committee will be chaired by Hamideh and include Lori, Jennifer, Shannon M and Nicole.
 - 3.3.1 Hamideh required a separate email address, Shannon M. to coordinate with IT.
 - 3.3.2 No decision on if PR will be outsourced or done by member of the committee.
- 3.4 FRPA & Other Provincial Associations
 - 3.4.1 Determine regulations for transferring members from out of province. FARPA and new free trade agreement will need to be reviewed by lawyer.
 - 3.4.2 Third party is currently reviewing out of province and overseas members transferring to IDNS. Currently no requirements documented in IDNS regulations.
 - 3.4.3 Moving forward registered members wanting to transfer to IDNS will have to meet certain requirements. Whether or not transferring from legislated province also a consideration.
 - 3.4.4 Requirements need to be legally written to align with IDNS regulations.
 - 3.4.5 Motion to seek legal council to review FARPA – Lori

Motion seconded - Jennifer

- 3.5 Increase Annual fees for Non-Resident Members for 2020
 - 3.5.1 Board to confirm if increasing fees for all non-resident members by 20% will make up for loss of government grants of \$3000. Losing grant because membership over 50.
 - 3.5.2 Currently 10 non-resident members paying same fees as resident members.
- 3.6 Intern Log Book
 - 3.6.1 Heather would like to implement tracking system for interns to document supervised working experience so being exposed to different types of work while preparing for NCIDQ, similar to IDEP program in Ontario.

4.0 DIRECTOR'S REPORTS

- 4.1 President- Shannon Murray
- IDNS email has been hacked and sending emails to members. Shannon to inform membership not to send money to anyone.
- 4.2 Vice President – Shannon Robinson
- Nothing to report.
- 4.3 Past President – Heather Corrigan
- Not present
- 4.4 Treasurer – Allison Bernard
- Nothing to report.
- 4.5 Secretary- Stephanie Black
- Not present
- 4.6 CE Director- Nikki Steele
- Not present.
- 4.7 Membership - Lori Ryan
- Nothing to report.
- 4.8 Registrar – Kylie Mosher
- Not present.
- 4.9 Public Member- Jennifer MacNeill
- Nothing to report.

5.0 Rock the Boat

- 5.1 Fundraising success has not been totaled, but will be shared with membership once determined.

6.0 Dates to Remember:

- 6.1 Next General Membership Meeting – September 11, 2019, location: TBD. Artopex is sponsoring

7.0 Adjournment