



IDNS BOARD MEETING MINUTES

Date: 28 February 2018, Wednesday
Time: 12:00am to 1:30pm
Location: MAC Interior Design, 1679 Bedford Row

MEETING #: 1-2018

Present:

Heather Corrigan, President
Lori Arnold, Treasurer & Past President
Emma Woodhull, Secretary
Shannon Murray, Vice President
Dawn MacLauchlan, CE Director (partial attendance)
Fran Underwood, IDC Director
Susan Gallant, Public Member

Regrets:

Kylie Mosher, Registrar
Lori Ryan, Membership Director

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

At 12:00 am the meeting was called to order.

CONFIRMATION OF QUORUM - Quorum was met.

Call to Order- Heather Corrigan, President

1.0 REVIEW OF AGENDA

- 1.1 Additions and Deletions:
 - 1.1.1
- 1.2 Motion to approve: Dawn
- 1.3 Seconded: Fran
- 1.4 Majority in favor
- 1.5 Motion Carried

2.0 APPROVAL OF MINUTES from January 24, 2018 meeting.

- 2.1 Additions & Deletions: None
- 2.2 Motion to accept minutes: Lori A
- 2.3 Seconded by: Shannon
- 2.4 Majority in Favor
- 2.5 Motion Carried

3.0 Business Arising From the Minutes

3.1 IDC Insurance

- .1 Lori R. has been made contact person for IDC insurance to follow up.

3.2 VanRes tour

- .1 Dawn to start conversation w/ VanRes; Heather to send Dawn contact info
- .2 Idea to partnership IDNS for design ideas

4.0 New Business

4.1 IDNS AGM Planning

- .1 (38th annual)
- .2 2:45 Arrival
- .3 3:00 to 4:00 AGM Meeting
- .4 4:00-4:30 Presentation by Deputy Fire Marshal Derwin Swinimar
 - .1 on the development of fire safety plan required by Municipal building officials prior to issuance of Occupancy permit.
- .5 4:30 to 5:00 pm Wine and Cheese Reception.
- .6 Board has funds for reception, no sponsorship required.
- .7 Recommended possible interested sponsors to propose separate event. (No outside interference for AGM recommended.)
- .8 30-40 person capacity @NSAA space.
- .9 Kitchen Door Catering Delivered
- .10 Heather to buy wine (half white, half red) and water
- .11 Committee chairs can file a report but to be verbally delivered by Past President (Lori Arnold)
- .12 Have Law & Accountant retaining motions for 2018 ahead of time.

- .13 Heather has a proxy prepared
- .14 Heather would like to provide a gift to retiring members
- .15 Reports on ORANGE letterhead.

4.2 IDNS Board Nominations 2018- Lori Arnold

- .1 Secretary: Stephanie Black stepped forward
- .2 CE Director: Nikki Steele stepped forward
- .3 Public Member: 1 Application – Jennifer MacNeill

5.0 Director’s Reports

5.1 President – Heather Corrigan

- .1 Nothing to Report

5.2 Vice President – Shannon Murray

- .1 Nothing to Report

5.3 Past President- Lori Arnold

- .1 Nothing to report

5.4 Treasurer- Lori Arnold

- .1 Budget Report:
 - .1 Increased fees to
 - help balance budget
 - prepare for loss in revenue due to 6-8 retirees in next 5 years
 - be proactive for future
 - .2 New initiative money allows us to do some things this year that we have not been able to afford in the past.
 - this revenue can help cover future needs
 - review of website and FARPA requirements by legal team would be a pertinent thing to do with the legal budget this year.
 - Future administrative requirements that may be required if insurance is separated from IDC and onerous falls on IDNS.
 - .3 Installment of Practice and Protection fund \$10,000
 - .4 Public awareness and other initiatives \$2500
 - .5 Urban design awards – City has asked for financial support from steering committee. \$1200
 - Board expressed interest if being more broaden for IDNS participation if IDNS is expected to provide financial support.

5.5 Secretary – Emma Woodhull

- .1 Reminder AGM Director’s reports due at end of week.

5.6 CE Director – Dawn MacLauchlan

- .1 April 12 CEU for building Code - 2 half-day seminars
- .2 NSAA basement – No cost for speaker, Dawn to double check cost for

boardroom.

.3 Emma to send out save the date

5.7 Membership – Lori Ryan

.1 Not Present

5.8 Registrar – Kylie Mosher

.1 Not Present

5.9 IDC Director – Fran Underwood

.1 IDC is moving out of ARIDO space

.2 Irma no longer with IDC

.3 IDC directorship changing next year w/ the nationally elected IDC directors. Fran will be on IDNS's board only.

5.10 Public Member- Susan Gallant

.1 Goodbyes.

5.0 DATES TO REMEMBER

IDNS Board Meeting February 28, 2018
IDNS AGM – March 21, 2018

7.0 ADJOURNMENT

.1 Motion to adjourn: Lori Ryan

.2 Seconded by: F

.3 Meeting Adjourned.