



IDNS BOARD MEETING MINUTES

Date: 04 September 2019
Time: 12:00pm-1:30pm
Location: CeraGres Showroom, 1099 Marginal Road, Suite 149

MEETING #: 4-2019

Present:

- Shannon Murray, President
- Allison Bernard, Treasurer
- Heather Corrigan, Past President
- Stephanie Black, Secretary
- Nikki Steele, CE Director
- Lori Ryan, Membership Director

Regrets:

- Kylie Mosher, Registrar
- Jennifer MacNeill, Public Member

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

At 12:07pm 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: Heather
- 1.3 Seconded: Lori
- 1.4 Majority in favor
- 1.5 Motion Carried

2.0 APPROVAL OF MINUTES from June 27, 2019 meeting

- 2.1 Business arising from the Minutes
- 2.2 Motion to accept minutes from meeting 27 June 2019: Lori
- 2.3 Seconded by: Stephanie
- 2.4 Majority in Favor
- 2.5 Motion Carried

3.0 OLD BUSINESS

- 3.1 IDNS Board Member goals for 2019
 - 3.1.1 Engage an admin assistant
 - 3.1.1.1 Lori put forth name of DCI admin assistant, Shannon to contact.
 - 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.
 - 3.1.4.1 Heather hosted intern members and would like to meet again in October to discuss contract documents.
Propose to meet four times a year.
- 3.2 Engaging lawyer for advice on collecting IDC Dues for 2020
 - 3.2.1 Heather waiting on response from lawyer.
- 3.3 Engaging lawyer for advice on verbiage for FRPA and international applicants to add to our by-laws/regulations.
 - 3.3.1 Clarification that it is not only for international members, but members from other provinces and with other backgrounds. Lori will attend meeting with Heather and lawyer.
- 3.4 Increase Annual fees for Non-Resident Members for 2020
 - 3.4.1 Alberta, New Brunswick and Manitoba all have extra or different fees for non-resident members.
 - 3.4.2 Motion to bring forward increase in annual fees for non-resident members for 2020 to general membership of \$800.00 + HST and renewed for two years: Lori
Seconded by: Heather
Majority in Favor
Motion Carried

4.0 NEW BUSINESS

- 4.1 Call to general membership for new Vice President
 - 4.1.1 Nikki to reach out to Tracy Playford. Shannon to ask Nicole Leblanc.
- 4.2 Social Media proposals submitted by Hamideh (Communications Director)

- 4.2.1 Motion to engage Pigeon Post Media for trial period of six (6) months as social media manager: Heather
Seconded by: Nikki
Majority in Favor
Motion Carried
- 4.3 IDC AGM and By-Law Amendments.
 - 4.3.1 IDC proposing to amend membership criteria such that "Voting Member" would mean member would have NCIDQ or be a member of a provincial professional association. Alberta, NB and Quebec recommending they're members vote "no".
 - 4.3.2 Clarify it is not mandatory to be a member of IDC on membership renewal form.

5.0 DIRECTOR'S REPORTS

- 5.1 President- Shannon Murray
- Attending President's Meeting in Winnipeg in October.
- 5.2 Vice President – Shannon Robinson
- Nothing to report.
- 5.3 Past President – Heather Corrigan
- Nothing to report.
- 5.4 Treasurer – Allison Bernard
- Would like to set up automatic payment for accountant, social media coordinator, website and Bell, but would have to create business bank account.
Discussion of costs of account type.
- \$29,700 in GIC investments.
- 5.5 Secretary- Stephanie Black
- Nothing to report.
- 5.6 CE Director- Nikki Steele
- Nothing to report.
- Discussion of all available CEUs – Keilhauer, Karndean, Coastal Door.
- 5.7 Membership - Lori Ryan
- Seeing a lot of membership interest.
- 5.8 Registrar – Kylie Mosher
- Not present.
- 5.9 Public Member- Jennifer MacNeill
- Not present.

6.0 Dates to Remember:

- 6.1 Next General Membership Meeting – September 11, 2019, location: Harbourstone Grill. Artopex is sponsoring
- 6.2 IDC Design Symposium September 12-13, 2019 in Vancouver
- 6.3 President's Meeting October 17, 2019 in Winnipeg

7.0 Adjournment