

APSSCA BOARD OF DIRECTORS MEETING

Meeting Minutes

Meeting Held via Teleconference

March 22nd 2018

1. Call to Order

Marcus Cormier called to order the meeting of the APSSCA on January 30th at 9:45 am.

Roll Call

The following persons were present Call: Marcus Cormier, Joe Murphy, Kim Hansen

Absent: Crawford Ritchie, Howard Heal, Jerry Illiscupidez, Al Lemoine, and Don Edgecombe

2. Approval of Meeting Agenda

Motion by Joe Murphy, seconded by Kim Hansen, that that proposed agenda for the Meeting of March 22nd, 2018 be approved. Motion carried.

3. Approval of Minutes From Last Meeting

Motion by Kim Hansen, seconded by Joe Murphy and carried. The minutes of the Directors meeting of January 30th 2018 were accepted.

4. Treasurers Report

Joe Murphy presented the following financial update:

Current bank balance as of January 30th 2018 was \$28,797.65

5. Business arising from minutes

Cathy has circulated Theresa's article with our annual renewal notices and Theresa's presentation has been posted on APSSCA's website.

Theresa delivered her presentation to the Ontario Petroleum Contractor Association's AGM. The presentation was well received, and a number of contractors approached Theresa following her presentation.

6. **POST** There were no POST updates presented at this meeting.
7. **CPCA** Marcus stated that the OPCA has retained the services Dave Ledingham (retired Shell Canada Engineer and OPCA Board Member) to help finalize the training program for Emergency Generator and Oil Burning Equipment Systems. The plan is to make this course available as an additional training module for contractors involved in these installations. The board members of the CPCA will look at the program and will likely make it available as a course offering under the CPCA online training platform.

We will need to have further discussions on how to make this training available to other associations or trade groups involved in these installations. CPCA's objective is simply to make the training available. Any resulting legislated requirement for training will have to come from the respective provincial regulatory authorities.

8. **APSSCA** Due to another conference being held at the Deerfoot Inn, Kim Hansen has found an alternate hotel to host our AGM on June 6th at 10AM. It will be held at the Courtyard Marriott South, 3750 Market Street SE, Calgary AB, T3M 2P2, 587-349-7599.
9. **Golf Tournament** - June 7th 2018 Sirocco Golf Course, Calgary – 9AM Shotgun Start
10. **New Business** Cathy will assist with implementation of new association management software. The software will allow us to handle event registrations, membership renewals, newsletters, etc. It also allows to better document the workflows involved with managing the association.
11. **Next Board meeting** In person, Red Deer, AB, Blacknight Inn, Thursday May 10th 2018 at 9:30AM
12. **Adjournment 10:37Hrs**
Motion was made for adjournment by Kim Hansen, seconded by Joe Murphy.