

BCAH Board Meeting Wed July 20, 2022 7 pm

Present: Marie Lamey, Heather Schofield, Lynn Mackay, Nicole Duelli

Absent: Christy Zettl, Karina Budhrani

1. Acceptance of meeting agenda – minutes were accepted unanimously.
2. Acceptance of minutes from last meeting – were accepted unanimously. [Nicole will post the minutes in a member section and make a note to ensure an additional area is added to the website when the website is updated. Marie to send Nicole the letterhead to post the minutes on the website.](#)
3. AGM Date, draft Notice, timelines and Nomination Form. A Nomination Form had been created and was reviewed and further updated with some minor changes. This Notice of Nomination for board member was approved unanimously – only the date needs to be updated. The draft Notice of the 2022 AGM with instructions explaining protocols regarding ordinary resolutions and special resolutions was shared. This was reviewed and discussed and updated to be copied and pasted into a Mailchimp. An additional notice regarding General Timelines Guide for the Board was also reviewed, discussed and updated. This additional notice is a timelines guide for board members for the AGM and does not need to go out to all members. The AGM date was determined for November 5th and 6th and this was accepted unanimously. [Details of a general member meet and greet and time for 2 talks for 4 CEUs will be added for discussion next time. Marie will email all the documents for final review by the Board before they are sent out on Mailchimp to members.](#)
4. Membership Coordinator – appointing replacement & transition. A membership secretary was not found yet, however the groups.io and the membership email needs to be transferred to another owner and Lynn volunteered. [Lynn will reach out to Karina to transfer the groups.io and membership email. ALL: reach out to other members for a possible membership secretary. Marie to add a discussion of an online membership system such as Wild Apricot to a future agenda.](#) As further items for discussion on our agenda include discussion of the Survey, it was suggested that since members overwhelmingly want opportunities to meet up, we add this to the agenda for discussion. [Marie to add a discussion of future Member meetups to a future agenda.](#)
5. Date for next meeting – Wednesday August 3rd at 7pm. The meeting was adjourned at 8:19 pm.