

ASIS CHAPTER 198 (Manitoba)

Wednesday, January 3, 2018
Pancake House Restaurant, Forks
Executive Meeting

Meeting called to order @ 08:35hrs.

Attendees: - Kim G

- Sloane Newton
- Julie Graveline
- Jon Metcalfe
- Kim Gregorashuk
- Harry Schwartz
- Bob Lechow
- Randy James - regrets
- Dale Coulthard - regrets

Approve Minutes – Kim didn't bring to review

Christmas Luncheon - All

- Good time was had
- Noise level from event across the hall was disruptive (hotel was informed)
- Balancing shows a profit of \$172.23 ... from Randy

Review Executives Positions

- Program Chairperson:
 - Assist the Chair and Vice Chair with chapter meeting scheduling and planning.
 - Manage all speaker scheduling and relations.
 - Plan and manage chapter education programs, seminars, exhibits, networking and social events.
 - Survey chapter members to determine interests and identify relevant topics for chapter meetings/events.

Program Chair and Programming Update

- Harry to send in form to ASIS to add Bob Lechow
- Is there a "swearing in" procedures for executives? – Harry to find out
- Randy to speak with Barry Smith regarding an executive position
- Need event confirmations
- All to keep working towards speakers for the year
- Bob will obtain Bio for each meeting for upload to website
- Bob suggested speakers: Chief of Police and Heather Stephenson
- January Meeting information has been sent out to membership

Minutes – Jan 3, 2018

ASIS CHAPTER 198 (Manitoba)

Guest Speakers & Tours (general discussion)

January 18	Lunch Norwood	Open mic/member input/website review	Sloane/Harry/Bob	confirmed
February 15	Breaky Norwood	Ron Risley - water treatment	Randy	
March 15	Lunch Tour	Ice Plex – 20 people limit (pay online only)	Jon	confirmed
April 19	Breaky/lunch tour	Zoo or WAA	Jon or Harry	
May 17		BCP collaboration with DRIE	Julie	
June 21	Tour	Outlet collection mall	Dale	Confirmed
July 19	-	SUMMER BREAK		Confirmed
August 16	Afternoon at?	Golf	Kim/Randy	
September 20	Tour	Concert Hall	Randy	
October 18	Tour	Red River	Harry	
November 15	Lunch Norwood	AGM – updates and elections	Sloane	confirmed
November 20	Canad Inn Portage	Executive Planning session	Sloane	
December 20	Lunch Norwood	Christmas luncheon	Sloane	confirmed

Membership – Sloane & Harry

- Welcome Letter has been updated
- Sloane and Harry to sign

Treasury – Jon

- Books should be audited as Randy steps down
- Budget Plan for 2108 to be created
- Sloane & Jon to go to Steinbach Credit Union to sign on account

Minutes – Jan 3, 2018

ASIS CHAPTER 198 (Manitoba)

Website – Harry to update

- Harry paid the outstanding \$1800
- Harry to supply vendor information to Chapter Execs for recording
- Harry completed ¼ of items – he will advise what has been done and what is outstanding

Scholarship – Harry

- Documents are attached for executive review and approval

Sponsorship

- Documents from last year are attached for executive review and approval
- May add a few more smaller amounts for the drinks/food at monthly meetings

Awards – Sloane

- Randy to send out award certificates to members not in attendance at meetings

Speaker Gifts – Sloane

- Pictures Purchased
- Need to frame and put plaque on as a Thank You from ASIS Manitoba Chapter
- Suggested the ASIS store be looked at for an option

CPP Review - Jon

- Jon to send out receipts by email to participants

Roundtable

Julie

- Advises there are some WIS calls to attend throughout the year

Harry

- Talked to Perry Miller – seemed interested in a greater role with Chapter
- Harry to break down membership names and numbers to distribute to executive
 - o Executive to make calls for January meeting attendance and ask questions
 - o Question suggestions:
 - Why attending / not attending
 - What do you like / dislike about the meetings?
 - Is the time of day good breakfast / lunch?
 - What benefits are you looking for from chapter?
 - Do you have anything you would like to share, speak about or offer a tour of?

ASIS CHAPTER 198 (Manitoba)

Bob

- Would like Executive list and contact information – Kim to send
- Solid membership
- No complaints

Jon – nothing additional

Kim

- Asked we all follow up on email's looking for responses
- Board need to complete some outstanding tasks
- Suggested the yearly planning meeting be moved to Winnipeg so driving time not such an issue. People need to commit to the process and not leave till planning is done

Next Yearly planning meeting is scheduled for November 20, 2018.

Adjournment: @ 09:15hrs.