



Board of Directors

Agenda Meeting 4, September 17, 2014

LOCATION:

Deere Conference Room, The Crossing at Ghost River, Cochrane, AB

ATTENDING:

MEMBERS:

Dr. Lorne Taylor, Chair
 Dr. Gregory Taylor, Vice-Chair
 Mike Beaver
 Arlin Hackman

Sheila Leggett
 Patricia McCunn-Miller
 Dr. Robert Page
 Brad Pickering, CEO

RECORDING SECRETARY: Kelly Ness

STAFF: George Murphy, Lead Governance and HR; Val Mellesmoen, Communications; Prasad Valupadas, Evaluation and Reporting; Morna Hussey, Monitoring; Paul Leeder, Agency Services; Roger Burns, IM/IT; Krista Tremblett, Engagement

DESIRED MEETING OUTCOMES:

- *Direction on search for accommodations for AEMERA’s head office*
- *Approval of the Spending Authority and Expense Disclosure policies*
- *Initial feedback on plan for stakeholder engagement with the Board of Directors*
- *Understanding of the launch plan for the interim AEMERA web presence and the long-term plan for the web presence*

7:45AM HOT BREAKFAST WILL BE PROVIDED

8:15-8:30	1. Welcome and Call to Order	Lorne Taylor
	1.1 In camera session	
	1.2 Chair’s opening remarks	
	1.3 Approval of agenda and minutes Motion: That the agenda be accepted as presented (or amended). Motion: That the minutes be accepted as presented (or amended).	
	2. Reports and Information	
8:30-9:00	2.1 Report from CEO	Brad Pickering
9:00-9:15	2.2 Report from Finance and Audit Committee <ul style="list-style-type: none"> • <i>Verbal report of Sept. 15th committee meeting</i> • <i>Draft minutes from August 6th for information</i> 	Bob Page
9:15-9:20	2.3 Governance and Human Resources Committee draft minutes <ul style="list-style-type: none"> • <i>Draft minutes from August 6th for information</i> 	Gregory Taylor
	5. Strategic Planning	
9:20-10:00	5.1 Outcomes from strategic planning session	All

10:00-10:30AM BREAK

	3. Board Administration and Organization	
10:30-11:15	3.1 Accommodations (<i>in camera</i>)	Paul Leeder
11:15-11:30	3.2 Approval of <i>Signing Authority and Expense Disclosure</i> policies <ul style="list-style-type: none"> <i>The Finance and Audit committee has recommended that the board approve the policies</i> Motion: That the Board approve the Signing Authority Policy Motion: That the Board approve the Expense Disclosure Policy	Bob Page
11:30-12:00	3.3 Roll out of AEMERA web presence <ul style="list-style-type: none"> <i>Discussion of long-term plan (timeline, budget) for web presence and the launch plan for the interim web presence</i> 	Roger Burns/ Val Mellesmoen

12:00-1:00PM LUNCH

1:00-2:00	3.4 Plan for stakeholder engagement with the Board of Directors	Brad Pickering/ Krista Tremblett
	4. Communications	
2:15-2:30	4.1 Communications Update	Val Mellesmoen
2:30-3:00	<i>In Camera Session</i>	

3:00PM MEETING ADJOURNED