

Association of Community Information Centres in Ontario o/a InformOntario

Meeting Title	Board of Directors	Time	1 pm
Date	September 18, 2007	Place	Crieff Hills Retreat & Conference Centre
Board Members: Pam Hillier (chair), Trudy Beaulne, Christine Berry, Cathy Gowland, Marie Klassen, Laura McDonald, Suzanne Robinson, Jennifer Tanner			
Present: Pam Hillier (chair), Trudy Beaulne (1:15), Christine Berry, Cathy Gowland, Marie Klassen, Laura McDonald, Suzanne Robinson, Jennifer Tanner			
Regrets: Christine Geoffrion Guest: Barbara McLachlan (secretary)			

AGENDA ITEMS		Action	Discussion	Motion Action Item
1	Agenda	Motion	Meeting called to order; verbal agenda	☛ Motion: that agenda be approved as presented Marie Klassen / Laura McDonald / Carried
2	Minutes of last meeting	Deferred		
3	IO Officers for 2007-08 - Pam Hillier	Information	Slate of officers: President - Pam Hillier Treasurer - Cathy Gowland Secretary - Christine Berry	→ Action: VP position left open until Oct meeting
4	Meetings/Plans for 2007-08 - Pam Hillier	Information	- Board meetings run with a consensus agenda - AGM needs a stable date (eg May) which does not conflict with CCIRC national conference or CIOC; complies with bylaws - CIOC has expressed interest with joint events - CCIRC in Ont in Fall 2008, start planning IO AGM for spring - bylaws need reviewing/revising	→ Action: L McDonald to initiate discussions with CIOC about joint AGM/training for 2008. → Action: J Tanner to outline possible sites, dates, etc. for 2008 once site of 2008 CCIRC is set → Action: Marie Klassen to review bylaws

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5	Communications - Pam Hillier	Information	- IO/IC developed 1 st draft of joint brochure - reviewing functions between groups and ways to share resources (ie contracting bookkeeping services) - current IO admin structure to be reviewed	→ Action: B McLachlan to assist with admin functions, minutes, etc.
6	Committees: a) Standards/Accreditation - Christine Berry b) Strategic Planning - Trudy Beaulne	a) Information b) Information	a) established a Style Guide working group; 1 st priorities related to 211Ontario.ca project b) priorities include: - annual achievement awards - developing board recruitment framework - developing membership profile - 2008 CCIRC partner	→ Action: set objectives by Dec 2007 for CCIRC partnership
7	Other Business: a) Meeting Schedule b) Conference Services c) Board list d) Next meeting date	Information	a) Set for 3 rd Mon @ 2:30pm whenever possible b) Need less expensive teleconference carrier c) Need list which includes info on terms of office d) Tues, Oct 30, 2007 – 9:30-11am	→ Action: J. Tanner to investigate teleconference service options → Action: B. McLachlan to create new Board members list → Action: B. McLachlan to confirm attendance
8	Adjournment	Approval		☛ Motion: To adjourn (1:45pm). Laura McDonald / Marie Klassen / Carried