

|  |  |
| --- | --- |
| **Subject** | **MEOA Executive Committee Meeting Minutes** |
| **Chair Person** | **Jim Thompson** |
| **Date** | **Wednesday, February 21, 2018** |
| **Location** | City of London Operations Yard, 707 Exeter Road, London, ONN6E 1L3 |

|  |
| --- |
| **Participants** |
| **Executive Present** | **Position** | **Attended** | **Regrets** |
| Jim Thompson | President |  |  |
| Rick Ellig | Past President |  |  |
| Scott Boughner | Vice President |  |  |
| Don Miller | Treasurer |  |  |
| Dave Sharp | Secretary |  |  |
| Trent Crowe | Municipal Director |  |  |
| Paul Peyton | Municipal Director |  |  |
| Les Preston | Municipal Director |  |  |
| Bill Koch | Supplier Director |  |  |
| Cor Bultena | Supplier Director |  |  |
| Cameron MacRae | Supplier Director |  |  |
| Diane Shirchenko | Communications & Marketing |  |  |
| Stephen Sinclair | Training & Compliance Director |  |  |
| Clare Pomeroy | Field Trip Coordinator |  |  |
| Mike Born | I.T. Coordinator |  |  |

|  |
| --- |
| **Action Items Arising From The Minutes** |
| Item # | **Action Required** | **Comments** | Owner | **Target Date** | **Date Resolved** |
| 1 | Elections | 2 Supplier and 2 Municipal Director Positions | Jim | ASAP | Pending |
| 2 | Marketing & Membership | Promotional pamphlet for Spring meeting, reviewed and edited | Rick | Feb.21 | Completed |
|  |  | Handouts for OGRA conference | Diane | Feb. 25 | Pending |
| 3 | P.D. Day | Sponsor list, Prizes | Trent/Paul | ASAP | Pending |
| 4 | Spring Conference & Trade Show | Arrange beverage service for 2 nights and tab/advance ticket sales | Jim | ASAP | Completed |
|  |  | Check/schedule Casino Nite equipment/vendor | Don | Next Meeting | Complete |
|  |  | T-Shirts | Cameron | Next meeting | Pending |
| 5 | Field Trip 2018 | IFAT Trip cancelled due to low attendance | All |  | Cancelled |
|  |  | Team to brainstorm Fall Trip | Clare/Rick/Scott | Next meeting | Pending |
|  |  | Rooms cancelled in Munich | Diane |  | Cancelled |
| 6 | Honorary Membership | Honorary membership candidates | Jim | ASAP | Complete |
|  |  | Review constitution for changes | Jim | ASAP | Complete |
| 7 | Training & Compliance | Review & post distracted driver info on web site | Stephen | ASAP | Complete |
| 8 | New Business |  |  |  |  |

|  |
| --- |
| **Minutes** |
| Item  | **Notes, Decisions** |
| 1. Call To Order
 | Meeting called to order by Jim Thompson at 9:50 A.M. Jim thanked Frank Vanhie for his dedicated work with MEOA and wished him all the best with his retirement. |
| 1. Approval Of Minutes
 | The minutes from the January 25, 2018 executive meeting were read and adopted.Motion to accept: Rick ElligSeconded: Paul Peyton, Carried |
| 1. Treasurers Report
 | Jan. 24, 2018 Reconciled Bank Balance $46,203.27Feb. 21, 2018 balance: $47,705.67 Motion to accept: Bill KochSeconded: Cameron MacRae, Carried  |
| 1. Marketing & Membership
 | Promotional pamphlet for Spring meeting was reviewed and edited. Diane to provide copies for the OGRA conference. Membership promotion to be sent out next month with Spring meeting notice |
| 1. P.D. Day
 | Trent and Paul: Sponsor list, contact Mike Fortier for information on past prizes and hand out gifts |
| 1. Spring Meeting
 | Update: April 9-11, 2018 Nottawasaga Inn Resort, Alliston (must vacate by noon on the 11th)Monday – Food Stations – 6:00pm – 9:00pmTuesday – Casino night 7:00pm – 10:00pm, top 3 get prizes and sell 50/50 draws throughout the eveningMeals – buffet styleAgenda is completePFS promotional ideas – T-shirtsSchedule revised and completed during meeting today**Booth sales –** on-going, notice to be sent out, $500 for a 10x10 booth. |
| 1. 2018 Field Trip
 | Scott to contact Noel of Cubex for their proposed plant tours and if he knows of any municipality that we could visit on the way.Plan B: Rick to contact Chris of JJE |
| 1. Honorary Membership
 | Last meeting a motion was made by Rick Ellig to invite, Ray Klochnyk, Frank Vanhie, Mike Fortier and Dave Sharp into honorary membership. Membership and meeting attendance included. Field Trip and PD day payment needed for participation. The honorary members has been contacted. |
| 1. Action Items
 | Refer to action items above. |
| 1. New Business
 | None |
| 1. Adjournment
 | Meeting adjourned at 11:20 Motion to accept: Trent CroweSeconded: Rick Ellig, Carried |

|  |
| --- |
| **Next Meeting** |
| Scheduled Date | Wednesday, March 21, 2018 | Nottawasaga Inn, Alliston, ON  | 9:30 Start Time |