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| **Subject** | **Minutes MEO Executive Meeting** |
| **Chairperson** | **Craig Constant** |
| **Date** | **December 9 2022, 10:30** |
| **Location** | Don Miller House |

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| **Participants** | | | |
| **Executive Present** | **Position** | **Attended** | **Regrets** |
| Craig Constant | President | ✔️ |  |
| Dave Degouvia | Vice-President | ✔️ |  |
| Paul Peyton | Past President | ✔️ |  |
| Don Miller | Treasurer | ✔️ |  |
| Tara Rosen | Communication & Marketing Director | ✔️ |  |
| Stephen Sinclair | Fleet Safety Director |  | ✔️ |
| Jim Thompson | Municipal Director |  | ✔️ |
| Bruce Hilborn | Municipal Director |  | ✔️ |
| André Boutin | Supplier Director | ✔️ |  |
| Mike Shirchenko | Supplier Director | ✔️ |  |
| Jason Sewell | Supplier Director | ✔️ |  |
| Cam McCrae | Supplier Director | ✔️ |  |
| Rick Ellig | Field Trip Coordinator | ✔️ |  |
| Mike Born | Website/IT | ✔️ |  |

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| **Minutes** | |
| Item | **Notes, Decisions** |
| 1. Call to Order | Craig @ 10:30am |
| 2) Secretary Position | Andre for now. shared by vendor reps. |
| 3) Treasurers Report/Payments to Charitable Foundations | $4,841.41 in account.  Golf has not issued invoice yet. Insurance coming due…  $5,000 investment approx.   * Motion to increase dues; * Member to $125/yr * Bulk for 5 member $500/yr * Eliminate 10 member bulk buy * AGM/Conference fee $ 350 * PD day fee $ 175 * All in one fee $ 575 * Job posting fee $200   + First: Paul Peyton   + Second: Jason Sewell |
| 4) Fall Field Trip | Rick Ellig to chair fall field trip  Mid to late September. Sunday to Friday?   * Ideas   + Texas? Roger??     - Concerns with travel restriction and policy for municipal members     - NO LONGER AN OPTION 2023   + East. Ontario/Quebec.     - Primary focus       * Eddynet – Andre with soft confirmations       * Tenco/RPM tech – Andre with soft confirmations       * Madvac – Andre with soft confirmations       * Empire Attachments - Andre with soft confirmations       * Prinoth       * Champion       * Labrie       * Willie |
| 5) Strategic Planning Group Volunteers | Tara and Diane to meet |
| 6) Social Media | Need content.  Job posting, events…. |
| 7) Next Meeting | Jan 18 2023, Craig. Responsible for location TBD  Feb 15 2023, Dave. Responsible for location TBD  March 22 2023, Jason. Responsible for location TBD  April AGM date and location week of April 5-6  May PD day date and location |
| 8) Safety |  |
| 9) New Business | Safety update from Stephen?  -Jason to send list of trade shows so we don’t book our events on the same days as other shows. AORS is June 7-8, 2023  -Paul suggested we look at getting our booth set up for AORS now |
| 11) Adjournment | Mike  Second by Paul  12:00 noon |

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| **Action items arising from the Minutes** | | | | |
| **Action Required** | **Comments** | Owner | **Target Date** | **Date Resolved** |
| PD Day | -Stephen taking lead on Golf.  Jason and Bruce offered to help out, he has contacts in the golf world.  Suggested looking in Hamilton/Guelph area for the golf tournament. Paul suggested calling Kings’ Forest Golf Club. | Stephen Sinclair, Jason Sewell and Rick Ellig | ASAP |  |
| Conference and Trade Show | * AGM   + Dave chair   + Cameron co Chair   + Andre co chair   + Paul support * Speaker idea   + Joel Moody province     - Cameron * Meeting/Conference Brantford/KW idea?   + April 5-6 2023   + Mike to offer AV   + Call with committee Tuesday call dec 13th. | **Dave** |  |  |
| Technology Field Trip |  | **Rick** |  |  |
| List of Trade Shows | List from jason | Jason Sewell | Before Christmas |  |
| Letter to member | Book membership letter for 2023. To general email list. Craig to have letter. |  |  |  |
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| **Next Meeting** | | | |
| **Scheduled Date** | Jan 18 2023, | In-person | Craig. Responsible for location TBD |