

Minutes of COFAS 2011

May 27, 2011

Victoria, BC

1. Approval of Agenda

Motion to approve by Pat Moore. Seconded by Genevieve Robichaud

Carried

2. Approval of Minutes from May 29, 2010

Motion to approve Jean Roath, Seconded by Chris Penn

Carried

3. Reports

3.1 Treasurers Report- Deborah Jackson

A report was provided by Deborah Jackson

Motion to approve Treasurer's Report made by Desiree Stinson. Seconded by Honore Kerwin-Borrelli.

Carried

Motion made by Deborah Jackson that a \$10.00 service fee be charged for any last minute dinner cancellations.

Seconded by Doug Thorpe-Dorward. Motion defeated

Doug moves that a less than 2 week dinner cancellation result in a forfeit of those monies. Seconded by Lori Morinville

Carried

A request has been made that more details be provided on the financial report. i.e.; What constitutes an Income, Expense? etc.

The assembly is in favor of itemizing what a reserve fund can be used for.

Jane LaForge will work with Deborah Jackson to compile the required information.

3.2 Membership Directors Report- Kimberly Benoit

Seven new COFAS Members. Currently 64 dues paying members.

Lori Morinville, Valarie Nickel & Roxanne Rowe will develop a survey to assist with determining why others are not attending the COFAS Conference

3.3 Conference Agenda Coordinators Report – Doug Thorpe-Dorward- & Don Kozak

No items to report

3.4 Conference Organizers Report –Denise Smith

No items to report

3.5 Website Coordinator - Deborah Jackson/Jean Roath

A new website is being developed using the free Drupal platform software, which is user friendly.

Doug Thorpe-Dorward suggested that the COFAS Website house model clauses.
A member's only section will be made available to all paid members.

Debbie Noble moves that in order for a 'member's only' section on the COFAS website to have paid members, the membership fees must be changed to 'going forward' method of payment. In other words, membership fees paid as of July 1, 2011 will cover members for the upcoming 2011-12 academic year, instead of the past 2010-2011 year. Seconded by Lori Morinville. Carried

3.6 Presidents Report- Debbie Noble

A review on some of the issues that are being addressed across Canada was presented. COFAS Attendance is down this year – 51 attending
Debbie thanked the executive and the membership for their assistance during the 2010-11 term.

4.0 Other Business/Member Concerns

Time Zone is a consideration for the end time of the COFAS Conference.
This will be included on the survey.

5.0 Elections

5.1 President – Don Kozak

5.2 Vice President – Jane LaForge

5.3 Treasurer – Deborah Jackson

5.4 Secretary – Linda Wagner

5.5 Membership Director – Kimberly Benoit

5.6 Cheque Signing Officers –Deborah Jackson/Kimberly Benoit

5.7 Website Coordinators- Jean Roath

6.0 Upcoming Conferences

6.1 - COFAS 2012 – [Central] Niagara Falls–[May 31-June 3, 2012]

Site Coordinator – Kimberly Benoit

Agenda Coordinators- Lee-Ann Fielding & Roxanne Rowe

6.2 - COFAS 2013 – [East] St. John's, Newfoundland [June 6 – 9, 2013]

Site Coordinator –Kim O'Reilly and Jill Diamond-Strong [MUNFA]

Agenda Coordinator- Kimberly Benoit

6.3 - COFAS 2014 – [West] Edmonton

Site Coordinator – Lori Morinville and Linda Wagner

Agenda Coordinator – Valarie Nickel / Don Kozak

Motion to approve Edmonton as the site for COFAS 2014 by Honore Kerwin-Borelli.

Seconded by Genevieve Robichaud

Carried

Meeting Adjourned by Lori Morinville