



## **NB FOREST TECHNICIANS ASSOCIATION EXECUTIVE COMMITTEE MEETING MINUTES**

**April 2, 2015**

**Delta Beausejour Boardroom**

**Moncton, NB**

### **OPEN MEETING**

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France Roussel called the meeting to order 10:00 AM and welcomed the following five Executive Committee Members:

France Roussel	President
Allie DeGrace	Second Vice President
Chris Finnamore	Treasurer
Blair DeGrace	Secretary
John Green	Region 2 Representative

Executive members not in attendance:

Gareth Davies	Past President
Riley Côté-DeMerchant	First Vice President
Jonathan DeGrace	Region 1 Representative
Paul Gilmore	Region 3 Representative
Pamela Hurley Poitras	Region 4 Representative

### **REVIEW AGENDA**

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France explained the purpose of the brief gathering was to meet immediately prior to the AGM to ensure business items are in order.

### **AGM**

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Participants reviewed and discussed all items included in the attached AGM Agenda and Chairman's guide.

Participants discussed CFE; A Provincial CFE committee no longer exists; CFE Committee previously comprised of NBFTA, ARPFNB, CIF. France stated an Executive Meeting would be convened in the spring of 2015 to be devoted exclusively to resolving difficulties experienced with managing CFE, CFT and membership.

Need for decision at AGM as to location of 2016 AGM, whether to continue association with CWF Spring Meeting, or in association with Sylvicon.

### **CLOSING**

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France concluded the meeting at 11:20 AM.

**NEW BRUNSWICK FOREST TECHNICIANS ASSOCIATION  
ANNUAL GENERAL MEETING AGENDA  
April 2<sup>nd</sup>, 2015**



- 1) OPEN MEETING**
- 2) QUORUM**
- 3) READING & CONFIRMATION OF 2014 AGM MINUTES**
- 4) EXECUTIVE & COMMITTEE REPORTS:**
  - **PRESIDENT**
  - **1<sup>ST</sup> VP & CERTIFICATION COMMITTEE**
  - **2<sup>ND</sup> VP & DISCIPLINE COMMITTEE**
  - **SECRETARY**
  - **TREASURER**
  - **AUDITORS' REPORT**
  - **PAST PRESIDENT & ADVISORY**
  - **REGIONAL REPRESENTATIVES**
  - **PUBLIC RELATIONS**
  - **CONTINUING FOREST EDUCATION**
  - **AZIMUTH**
  - **MEMBERSHIP**
  - **MFRS BOARD OF GOVERNORS**
  - **CONSTITUTION COMMITTEE**
  - **TREE HOUSE**
- 5) READING OF CORRESPONDENCE**
- 6) UNFINISHED BUSINESS**
- 7) ELECTION & INSTALLATION OF OFFICERS**
  - **REGIONAL REPRESENTATIVES**
  - **CERTIFICATION COMMITTEE**
  - **SECRETARY**
  - **2<sup>ND</sup> VICE-PRESIDENT**
  - **1<sup>ST</sup> VICE-PRESIDENT**
  - **PRESIDENT**
- 8) NEW BUSINESS:**
- 9) NOMINATE AUDITORS FOR 2016 AGM**
- 10) SELECT DATE & LOCATION OF 2016 AGM**
- 11) NOTICE OF MOTION**
- 12) CLOSING**

<b>NBFTA AGM CHAIRMAN'S GUIDE</b>
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**WELCOME**

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- **MOMENT OF SILENCE FOR DECEASED MEMBERS**
  - **NAMES:**
- **INTRODUCTION OF SPECIAL GUESTS (ALPHABETICAL ORDER)**
  - **LEGAL:**
  - **TECH OF THE YEAR SPONSOR: ENGAGE AGRO, MIKE CUNNINGHAM**
  - **ATLANTIC FORESTRY:**
  - **MAYOR:**
  - **FP INNOVATIONS:**
  - **CANADIAN WOODLANDS FORUM:**
  - **NSFTA:**
  - **MCFT DIRECTOR:**
  - **CFE:**
  - **ARPFNB:**
  - **AFTA:**
- **QUORUM AT AGM:**
  - **REGULAR BUSINESS → 12 MEMBERS**
  - **CONSTITUTIONAL / BY-LAW CHANGE → 35 MEMBERS**
- **REVIEW AGENDA**
  - **AS PER SECTION 8.1 OF CONSTITUTION**
- **ANNOUNCE # OF MEMBERS PRESENT**
  - **THANKS TO THOSE PRESENT**
- **HOUSEKEEPING ITEMS**
  - **NEW BUSINESS IN WRITING BEFORE 1:00**
  - **COFFEE BREAK AT 10:00**
  - **ONE SPEAKER AS DIRECTED BY CHAIRMAN**
  - **STAND & STATE NAME WHEN SPEAKING**
  - **STATE NAME WHEN MOTIONING OR SECONDING**
- **THANKS TO THOSE WORKING IN THE BACKGROUND**

**READING & CONFIRMATION OF MINUTES OF PREVIOUS AGM**

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- **CALL ON SECRETARY**

## **COMMITTEE REPORTS**

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- PLEASE KEEP QUESTIONS TO THE END OF THE REPORTS
- PRESIDENT
- 1<sup>ST</sup> VP & CERTIFICATION
- 2<sup>ND</sup> VP & DISCIPLINE
  - DISCIPLINE: CONSTITUTION SECTION 13
  - CODE OF ETHICS: CONSTITUTION SECTION 12
- SECRETARY
- FINANCE
  - AUDITORS' REPORT
- PAST PRESIDENT & ADVISORY
- REGION REPRESENTATIVES - 4 REPS.
- PUBLIC RELATIONS
- CONTINUING FOREST EDUCATION
- AZIMUTH
- MEMBERSHIP
- MFRS BOARD OF GOVERNORS
- CONSTITUTION COMMITTEE

## **READING OF CORRESPONDENCE**

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- CALL ON SECRETARY

## **UNFINISHED BUSINESS FROM PREVIOUS AGM**

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## **ELECTION & INSTALLATION OF OFFICERS**

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- SECTION 4.1 OF CONSTITUTION: 30 DAY RULING
- PRESIDENT
- 1<sup>ST</sup> VICE PRESIDENT
- 2<sup>ND</sup> VICE PRESIDENT
- SECRETARY
- TREASURER
- APPOINTMENT OF 2 NEW CERTIFICATION COMMITTEE MEMBERS
  - CONSTITUTION SECTION 9.1
- REGIONAL REPRESENTATIVES
  - REGION 1:
  - REGION 2:
  - REGION 3:
  - REGION 4:
  - THANK OUTGOING REPS

## **NEW BUSINESS**

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- GUEST SPEAKER(S):
- CFE SESSION:
- MCFT REPORT
  - AFTER REPORT THANK FOR:
    - ONGOING SUPPORT FROM MCFT
    - THANK FOR ACCEPTING AS MEMBER OF BOARD
    - OFFER SUPPORT AS REQUIRED
- NSFTA REPORT:
- FP INNOVATIONS:
- VOTE ON PROPOSED CONSTITUTIONAL & BY-LAW AMENDMENTS
  - CALL ON:
- AWARDS PRESENTATIONS;
  - TECHNICIAN OF THE YEAR: MIKE CUNNINGHAM SPONSOR
  - SPECIAL RECOGNITION AWARDS
    - EXECUTIVE MEMBERS CONCLUDING TERMS
    - OTHER
    -
- FOREST-TECHNICIANS WEBSITE:
- NOMINATE AUDITORS FOR NEXT AGM:

## **NEXT AGM DATE & LOCATION**

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- DATE:
- LOCATION:

## **MOTION TO ADJOURN**

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## **CLOSING**

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