



NB FOREST TECHNICIANS ASSOCIATION EXECUTIVE COMMITTEE MEETING MINUTES

Teleconference June 5th, 2017

1) OPEN MEETING

NBFTA President Riley Côté-DeMerchant called the teleconference meeting to order at 6:35 PM and welcomed the following Executive Committee Members in attendance:

- ✓ Riley Côté-DeMerchant President
- ✓ Allie DeGrace First Vice President & Certification Committee
- ✓ Blair DeGrace Secretary
- ✓ Dustin Corey Second Vice President & Discipline Committee
- ✓ Chris Fynamore Treasurer
- ✓ Paul Gilmore Region 3 Representative

Executive members not in attendance:

- × Jonathan DeGrace Region 1 Representative
- × John Green Region 2 Representative
- × Andy Soucy Region 4 Representative (resigned position)
- × France Roussel Past President

There was consensus to accept the following agenda items:

1. Open Meeting
2. Review Previous Meeting Minutes
3. Business Arising from Previous Meeting
4. Correspondence
5. Financial
6. Membership
7. Scholarship
8. CFE/Certification
9. Azimuth
10. Website
11. CWF
12. Round Table Issues/Concerns
13. Close Meeting

2) REVIEW PREVIOUS MEETING MINUTES

Participants discussed action items from the previously distributed April 13, 2017 NBFTA AGM minutes. A motion to accept minutes is to be conducted at the 2018 NBFTA AGM.

3) BUSINESS ARISING FROM THE PREVIOUS MEETING

The following items from the 2017 AGM were discussed and included in the NBFTA "Summary of Action Items" (attached):

- Riley to follow-up with Todd MacPherson to incorporate the NBFTA Domain into Gmail to provide for additional email access and storage of documents.
- Chris and Riley to visit the NBFTA Banking Institution to make the changes necessary so that online dues payment can be activated

- Rick Doucette commented at the AGM on the need to get back on track with the annual selection of a Technician of the Year. There was consensus for the executive committee to review this opportunity annually in advance to the AGM.
- Paul Gilmore and Allie DeGrace to complete work necessary to update the “NBFTA Tree” at MCFT.

4) CORRESPONDENCE

Recent communications include:

- Riley to follow-up on an email inquiry from 2005 MCFT Graduate Jeremy Schriver regarding NBFTA Membership.
- Blair responded to email inquiry from MCFT student Kegan Francois regarding NBFTA Scholarship.
- Email correspondence from MCFT Board Chair Peter Adams confirming a successful June 1 commencement date of the new MCFT Director Tim Marshall.

5) FINANCIAL

Treasurer Chris Fynamore reported 2017 YTD financial standing as follows:

- \$2,660 revenue
- \$4,734 expenses
- \$15,732 bank balance

Dusty Corey proposed that it would be prudent for the Association to prepare and adhere to an annual budget. **TO DO:** Chris to prepare a 2018 calendar year budget for review and discussion in November/December 2017, and adoption in January 2018.

6) MEMBERSHIP

Chris Fynamore reported an enrollment of 22 regular members and 27 certified members in good standing. Following discussion, three actions were identified to promote membership:

- **TO DO:** Riley, Chris, Paul, and Blair schedule a meeting with the new MCFT Director Tim Marshall to establish a positive working relationship and identify opportunities of mutual interest.
- Riley to follow up with recruitment of the remaining MCFT staff members who are eligible for MCFT membership but have not yet enrolled.
- Blair challenged executive members to recruit at least one new member in 2017.

7) SCHOLARSHIP

There was consensus to change NBFTA scholarship criteria. Beginning in 2017, only one \$500.00 scholarship may be selected from applicants of both the Fredericton and Bathurst campus's combined. Applications will be accepted during September and October and will be awarded in November.

TO DO: Riley to amend the scholarship application form to reflect the changes agreed upon and forwards it to MCFT for distribution to students.

8) CFE/CERTIFICATION

Chris Fynamore reported that will be sending three application forms to technicians interested in certification. Dusty Corey offered to follow-up with France Roussel regarding the status of Tony Ouellet's certification.

9) AZIMUTH NEWSLETTER

Editor Dusty Corey reported that good progress is being made pulling together materials for a summer Azimuth edition and encouraged anyone to submit information they wished to share.

10)WEBSITE

Riley informed the group that there were no issues with website functioning or maintenance and that minutes of the 2017 AGM will be posted when completed.

11)CWF

There was consensus to accept Riley's offer to participate on the CWF Fall meeting organizing committee as the NBFTA representative. The meeting and field tour are planned for the Woodstock, NB area.

A motion was passed (Dusty Corey / Blair DeGrace) to contribute \$350.00 toward the CWF Teachers Tour Program which is equal to half the amount of a full sponsorship. There was discussion that the amount would be reviewed annually and any future contributions are to be based on the NBFTA annual budget and availability of funds.

12)ROUNDTABLE ISSUES / CONCERNS

Riley offered to contribute an article to the June 2017 Atlantic Forestry Review edition.

13)ADJOURNMENT

President Riley DeMerchant adjourned the meeting at 7:40 PM.