

Attending: Al Hasham, Dan Dagg, Ian Batey, Christina Clarke, Rahim Khudabux, Captain (Navy) Jason Boyd, Carmen Charette, Catherine Holt, Lise Gyorkos, Mark Mawhinney, Julia Livingston, Mark Smith, Kris Wirk, Cheryl Wirch-Ryckman (staff).

Regrets: Patricia Jelinski

1. Agenda/Minutes

Motion to approve agenda

Moved by Al Hasham

Seconded by Carmen Charette

Carried

Motion to approve minutes from previous board meeting

Moved by Carmen Charette

Seconded by Al Hasham

Carried

Introduction and welcome to the new Board Members.

2. Chair's Remarks

It has been a busy January, both internally and externally. All of the committees for the board have met. The stakeholder committee was informative including that stats indicating that 1700 parking spots — private and public — have been lost over the last 5 years with another 300 spots projected to be lost. There was also a push to provide open wifi for the downtown core. First mixer of the year had record breaking attendance with over 350 attendees.

3. CEO Remarks

The Chamber is currently reconfiguring the sales department based on a recent departure. Additional staffing to be added to fill current gaps with an eye to building services to The Chamber membership as a whole.

4. Appointments

Motion to appoint the Chair of Prodigy Group, Base Commander of CFB Esquimalt and CEO of The Chamber to the 2018 Chamber Board.

Moved by John Wilson

Seconded by Mark Smith

Carried

5. Governance

Mark Mawhinney has resigned from the Board Executive Committee due to growing commitments outside The Chamber. This has resulted in a change in the Chair and Vice-chair appointments for Policy Committee. A member of the executive chairs the committee.

Motion to appoint John Wilson as chair of the Policy committee and Carmen Charette as the vice-chair as well as appointing Carmen to the Executive Committee as a Member at Large.

Moved by Ian Batey

Seconded by Jason Boyd

Carried

6. Financial Report

Yearend Financials are very positive and 2018 is projected to remain solid for the remainder of the year.

Motion to approve financials presented to the Board

Moved by Kris Wirk

Seconded by Carmen Charette

Carried

As part of good governance The Chamber has issued an RFP to manage the Investment Portfolio to ensure that the membership is being provided the best possible management of the funds. Discussion on the history of the Investment Portfolio which came from the sale of The Temple Building.

7. Annual Business Plan

Theme is Building Good Business. Primary goal categories remain consistent with 2017. KPIs and strategies are outlined for each category. KPIs will be reported on throughout to the Board. The KPIs align with the goals outlined in the November Planning Session.

Motion to accept the Annual Business Plan as presented.

Moved by Lise Gyorkos

Seconded by Al Hasham

Carried

8. Governance

Review of the Terms of Reference for all committees: Ambassadors, Board of Governors, Finance & Audit, Governance, Prodigy and Policy. Terms for Policy Committee had the most updates including a new title of Public Policy and Advocacy Committee.

Motion to accept the 2018 Terms of Reference as presented including the new title for the Policy Committee

Moved by: John Wilson

Seconded by: Kris Wirk

Carried

9. Policy

Building Good Business remains the overarching theme of the Advocacy priorities for 2018. Attracting and retaining workers was seen as priority one based on feedback we've heard from our members. The six pillars of advocacy are: effective local governance and services, improving the regional economy, fair regulation, attracting and retaining workers, finding climate change solutions, and safe communities. This 2018 pillars will be posted to The Chamber website to help our members understand the work that we do.

Motion to accept the Policy positions as presented.

Moved by John Wilson

Seconded by Jason Boyd

Carried

10. Prodigy Group

2018 January Planning retreat was an effective tool for creating a framework for success in 2018. They are looking to add 4 new members to the committee to round out skill sets. Mingles are starting strong with 120 members at the January Mingle, similar attendance is expected for the Anniversary Mingle on Feb 8. They are looking for mentors to grow their mentorship work. Mingle locations needed for March and April.

11. Ambassadors

Committee members are engaged and energetic. 2018 will provide a clear new focus of member engagement at the 2, 4 & 6 months and ongoing. There will be no focus on retention due to privacy issues but committee members will focus on both new leads for membership and working with Prodigy to find good matches for Mentors and Mentees.

New vice-chair to be put in place in February. Committee is geared to about 8-9 members in total.

12. Sexual Harassment and Bullying Seminar for members

Recommendation by board to explore this topic as a lunch or seminar for our membership.

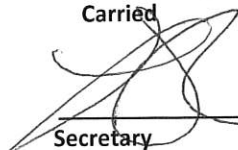
13. Next Meeting – Tuesday, March 20, 2018.

Motion to adjourn

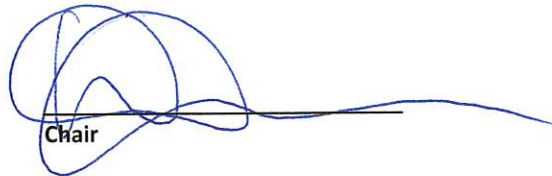
Moved by John Wilson

Seconded by Carmen Charette

Carried



Secretary



Chair



Date