

GREATER VICTORIA CHAMBER OF COMMERCE
Board Meeting
07:00 hours – 25 January 2011

Present: David Marshall (Chair), John Espley (Vice Chair), Rose Arsenault, Captain Craig Baines, Bea Bate, Rob Bennett, Mike Black, Gerry Brimacombe, Mel Couvelier, Dan Dagg, George Fuller, Al Hasham, Janell Karst, Ray Kolla, Pauline Rafferty, John Wilson
Bruce Carter (CEO), Shannon Renault (staff)

Regrets: Regan McGrath

Guests: Tony Joe, Debbie Thompson

1. Motion to approve the meeting agenda

Moved by Ray Kolla
Seconded by Mike Black
Carried

2. Motion to approve consent agenda, including minutes of December 7, 2010 Board of Directors meeting.

Moved by George Fuller
Seconded by John Espley
Carried

3. Chair's Remarks

- The Chair remarked on the upcoming work of the year and the number of business issues preceding the municipal election and the potential of a federal election. The Chair also commented on the ongoing work regarding member engagement.

4. Action Items

a) GVDA Terms of Reference

The Chair of GVDA presented the terms of reference and noted minor changes from last year and indicated that the terms had been approved by the GVDA board.

Motion to approve the terms of reference of GVDA.

Moved by Rob Bennett
Seconded by Mel Couvelier
Carried

b) Strategic Plan

A review of the draft strategic plan followed with input offered by board members, as well as a method for inter-committee communication and accountability. Edits will be made to the business plan and outstanding portions will be added before it is brought back for approval at the February board meeting.

c) Committee Members

The committee list was presented and reviewed. Corrections were identified and amendments will be made.

5. Committee / Task Force Business

- The Chair noted that the procedural practice regarding committee reports is to provide a written report for the board package and only make an oral presentation if action or decision from the board is required.
- A question arose about method of reporting. It was noted that the status reports is all that is required for the Board of Directors.

Executive Committee

- The Executive Committee minutes will be included in the board package. The role of the executive is to oversee the implementation of the strategic plan, set the agenda, and evaluate the CEO – all other work is the work of the entire board.

Prodigy Group

- The Prodigy Group thanked the board for their support at the anniversary event

Finance and Audit

- The Chair of the committee briefed the Board on the outcome of the CRA audit and comments on financial reporting and CRA policy

Governance

- The Chair of the Governance Committee requested the board of directors to report back on the skills matrix.

Policy and Public Affairs

- Highlights of meeting notes were mentioned. The PPA will review principals regarding rapid transit and discuss the chamber's priorities on public safety.

Membership

- Report attached, nothing to add at this time.

6. Greater Victoria Coalition to End Homelessness (GVCEH)

- The Board received a presentation from Tony Joe, the Chair of the GVCEH and Debbie Thompson, the Executive Director of the GVCEH. The presentation outlined the work of the Coalition and left the board with a question as to how the committee could be more involved with the Coalition.

7. Staff Report

- The requested briefing note on elections was attached to the agenda. Other staff items were tabled until the next meeting.

Final Comments

- The CEO evaluation has been completed.
- A request has been received from Mayor Dean Fortin to present to present to the board at the February 22nd meeting.

Motion to Adjourn by Janell Karst at 9:14

Next Meeting February 22nd at 7:30 AM at the Chamber office.

Secretary

Chair

Date