

# **MINUTES OF EXEC MTG – Jan. 11/07**

5:30 pm Café Deux Soleil, 2096 Commercial Drive

## **Catching Up (with cold ones)**

### **I) OLD BIZ**

#### **A) Oct Conference Wrap**

##### **1) Financials, PayPal scene**

- Nichole working on it; will update

##### **2) Membership reg with BCTF**

- Nichole trying to contact Megan for addresses

- Plan B is to send an email enquiry to all conference participants asking for mailing address so as to receive winter mailout; holdouts to receive follow up phone call

### **II) CURRENT BIZ**

#### **A) Outreach**

##### **1) Website update, planning (JS & All)**

- good feedback on new site

- planning to continue at AGM and committee mtgs in Feb-Mar

##### **2) Ecolacy scene (SM)**

- strategic planning deferred to AGM

##### **3) Finances - other updates (NM)**

- \$7300 in main account; most conference expenses paid

- \$2700 in Rog H account

##### **4) Advocacy and Curriculum**

- ECC planning deferred to AGM

##### **5) NTC Update, Team Planning (PR & All)**

- EEP SA to present session on Sat., March 3 at 10:45 am

- Display applications due by Jan. 26

- Team: Presentation - Selina, Patrick, Johan and Bruce;  
Display - Nichole (Fri) and Genny/Nichole (Sat)

### III) JAN RETREAT PLANNING

#### A. Program planning (All)

- Draft Program and Schedule:

10:30 EEP SA Exec arrival, set up and final coordination

12:00 Participant arrival; Meet and Mingle (with coffee, tea, juice)

12:30 Welcome (PR and All); SPES Presentation

12:40 Outdoor Teambuilding Challenges (JS and BF)

1:00 Lunch and AGM formalities (PR and All)

1:30 Strategy Carousel – Table Group Discussions (BF and All)

- 5 tables, 5 groups; 1-2 exec with each group

- 5 Broad Themes/Topics:

- 1) CURRICULUM – CEL, Sust'y, Climate Change etc

- 2) OUTREACH – Website, Ecolacy etc.

- 3) PARTNERSHIPS AND COLLABORATION

- 4) PD AND EVENTS – Conf's, workshops, events

- 5) VISIONS FOR 2010

- Guiding question: **“What are priorities, strategic directions, activities and opportunities for EEP SA in 2007 and beyond?”**

- Begin with intro, brainstorm scramble for each topic

- Groups rotate through all 5 tables (~ 10-15 mins ea)

2:45 Group Reports and Discussion

3:10 Van Aquarium Presentation

3:15 Walk About (JS and All)

- a) Walk About Challenge re. CEL and Place Based Learning

OR

- b) Networking Stroll to explore local environs

4:15 Return and Presentations (if group chooses a above)

4:45 Closure (PR)

5:15 Reconvene at Bruce's for Social 'Dine and Drink till you Drop'

## **B. Food and Drink (All)**

- Selina in contact with Potluck Catering re. lunch and coffee
- JS reports SPES kitchen is ours to use
- PR to source tea and juice
- BF to coordinate dinner order from local eatery

## **C. Promotions and Invites (All)**

- PR and JS to hit conference list again with follow up
- All to hit personal contacts with reminder

## **D. Other planning/logistics (All)**

- BF to bring laptop and projector, tripod and chart paper
- JS to inquire with SPES re. Internet access on site
- BF to recon site and surroundings

## **IV) Fall 07 Conference Planning**

- deferred to AGM

### **Key Action Items (re. Jan 20<sup>th</sup>)**

- \* **DE to coordinate registration**
- \* **SM to coordinate coffee and lunch catering**
- \* **PR to source tea and juice**
- \* **PR to develop and circulate AGM Agenda**
- \* **PR and JS to hit conference list again with follow up**
- \* **JS and BF to develop Outdoor Teambuilding Challenges**
- \* **JS to plan Walkabout Challenge**
- \* **JS to inquire with SPES re. Internet access on site**
- \* **BF to coordinate dinner order from local eatery**
- \* **BF to bring laptop and projector, tripod and chart paper**
- \* **BF to recon site and surroundings**
- \* **All to hit personal contacts with reminder invite**