

DRAFT MINUTES
CSLA Board of Directors
February 26th 2014 (by teleconference)

Present: Peter Briggs, Cameron DeLong, Trevor Tumach, Gordon Kraushaar, Michelle Legault (Recording Secretary), Margaret Ferguson, Arnis Budrevics, Glenn O'Connor, Jean Landry, Carol Craig, Pawel Gradowski, Peter Alexander

Regrets: Claude Potvin, Emeka Nnadi

No.:	Item:
1.	<p>Call to Order and Welcome Peter Briggs called the meeting to order and welcomed member to the meeting.</p>
2.	<p>Approval of Proposed Agenda</p> <p>MOTION 2014-2-1: Glenn O'Connor moved and Pawel Gradowski seconded that the agenda be approved as presented. Motion unanimously approved.</p>
3.	<p>Approval of the Minutes of the Meeting of December 6-7, 2013</p> <p>MOTION 2014-2-2: Gordon Kraushaar moved and Trevor Tumach seconded that the minutes of the meeting of December 6-7, 2014 be approved as presented. Motion unanimously approved.</p>
4.	<p>President's Report Peter Briggs reported that Michelle Legault signed her letter of offer of employment. He also reported that in January he and Carol Craig attended the President's Council in Washington. Carol Craig then reported that the ASLA, the CELA, the LAF, CLARB and LAAB were represented. Topics discussed were priorities of each organization, and the ASLA's priority is advocacy. Carol noted that we may be able to piggyback on some of these initiatives, such as a public awareness campaign and green streets initiatives. CELA is working on their strategic plan and recruitment issues. For CLARB, exam refinements are always important, and they encourage people to get into the exam process before they begin their careers. LAAB has a healthy number of programs registered. LAF has an online set of resources to quantify benefits and show value for landscape projects, which may be of interest to our members. Peter Briggs continued with a CLARB update, noting that he has a draft letter to CLARB requesting that all Canadians have access to the LARE exam. Peter Briggs also reported on the LAAC request to the CSLA, noting that the LAAC must have official by-laws before they can be recognized by the CSLA as an affiliate.</p>
5.	<p>Executive Director's Report, Review of the CSLA Website and Review of the February 2014 Evergreen Action List Michelle Legault provided an update on the Evergreen Action List for February 2014.</p>
6.	<p>Finance Committee Report</p>



	<p>Arnis Budrevics thanked Carol VanRavenstein for her work in maintaining our books. He also noted that we invoiced the components in February. We have 54,000\$ unspent in 2013 which will be transferred to unallocated net assets, which brings us to 194,000\$ in the UNA account. We are budgeting conservatively and our revenues were higher than planned. Also, we cashed our 2014 Naylor signing bonus in 2013, which increases the UNA as well. Pawel Gradowski suggests that at the AGM, we should word this carefully to the membership – that we are achieving our programs, but are more economical than planned. Arnis Budrevics also suggested that professional development expenses for the staff should be added under the Executive Director/Staff line item. The Congress 2014 budget will be fleshed out in the next meeting.</p>
7.	<p>Advocacy Task Force Update</p> <p>a) Appointment of a New Chair of the ATF Michelle Legault summarized the responsibilities of this role. Carol Craig volunteered to chair the ATF and Jean Landry and Peter Alexander offered to help.</p> <p>MOTION 2014-2-3: Moved by Glenn O'Connor and seconded by Peter Alexander that Carol Craig be appointed the Chair of the ATF. Motion unanimously approved.</p> <p>b) Update on CNLA Meeting re National Landscape Standard Pawel Gradowski reported that a very enthusiastic meeting was held with the CNLA about the possibility of establishing a national landscape standards document. He reported that the BCSLA was very enthusiastic about the possibility of expanding the document. Michelle Legault reported that we are developing a terms of reference with the CNLA for this project.</p>
8.	<p>Governance Task Force Update: Component Agreements Peter Briggs referred members to the documents sent before the meeting and suggested it was time to submit them to the components for their comments.</p> <p>MOTION 2014-2-4: Jean Landry moves and Gordon Kraushaar seconds that the draft component agreement and cover letter be sent to the components for their review and comment. Motion unanimously approved.</p>
9.	<p>CSLA Fall 2014 Board Meeting in Denver Peter Briggs reported on the opportunities possible for a Denver meeting – a CSLA board meeting followed by attendance at the conference and work sessions. To a question by Glenn O'Connor, Michelle Legault noted that there would not be a significant impact on our budget, unless the Canadian dollar was to fall dramatically. Carol Craig noted that interaction with the ASLA can only benefit the CSLA. Peter Briggs suggested that an invitation to component presidents would also be a good idea.</p> <p>MOTION 2014-2-5: Glenn O'Connor moves and Margaret Ferguson seconds that the Fall 2014 CSLA Board meeting be held in Denver, Colorado, before the ASLA meeting and that all CSLA Board Members be encouraged to extend their stay to include the ASLA meeting following the CSLA Board Meeting. Motion unanimously approved.</p>



10.	LACF Congress MOU Proposal Michelle Legault summarized the LACF request to share Congress profits. Glenn O'Connor suggested that he would endorse sending a large sum to the LACF yearly. Arnis Budrevics spoke against the idea because there is no benefit (i.e. no tax receipt). Instead, he suggests that partnering with the LACF on initiatives such as the Ron Williams Book Tour in the amount of 30,000\$ would be a better use of our funds. Peter Briggs notes that our partnership initiatives with the LACF should support the CSLA's strategic plan. We should state our support of the LACF through shared projects and initiatives. Jean Landry suggested that these common projects with the LACF should be encouraged and should happen on a more frequent basis. Glenn O'Connor encouraged the two organizations to work more closely and align common efforts.
11.	Board Manual: Approval of Revisions for 2014 Michelle Legault reviewed the revised board manual for 2014. Members suggested minor changes and that the board manual be translated. MOTION 2014-2-6: Pawel Gradowski moved and Carol Craig seconded that the Board Manual dated February 2014 be approved as modified. Motion unanimously approved.
12.	Policy on Invoicing Members reviewed the draft policy on invoicing and suggested that the definition of a member in good standing should be further defined before this policy is approved.
13.	Election Policy Michelle Legault presented an Election Policy which was found in the archives and suggested that volunteers could help refine the policy. Gordon Kraushaar, Peter Briggs and Carol Craig volunteered to review the document. Peter Briggs noted that his election as president was made under different eligibility criteria.
14.	2018-2019 CSLA Congress Michelle Legault summarized that the BCSLA requested a partnership for the 2018 or 2019 Congress. Members suggested that a partnership for 2018 at the Land Summit may be a great opportunity for visibility and advocacy to allied professions. Michelle Legault to put together a proposal to allow the board to objectively decide whether the Land Summit would be a good opportunity.
15.	LACF Nominating Committee - CSLA Board Representative Michelle Legault summarized the request from the LACF. MOTION 2014-2-7: Moved by Glenn O'Connor and seconded by Margaret Ferguson that Trevor Tumach be appointed to the LACF Nominating Committee as the CSLA representative. Motion unanimously approved.
16.	Canada Post Community Mailboxes Glenn O'Connor raised the issue that RAIC has taken a position on and questioned how we should respond to these initiatives in a non-political fashion. He indicated that this was a good example of a pro-active response to an issue which touched the profession and encouraged the CSLA to consider



	similar actions.
17.	<p>CSLA Support for Canadensis – Canada’s National Botanical Garden Michelle Legault summarized the Canadensis project and the request for a letter of support.</p> <p>MOTION 2014-2-8: Moved by Trevor Tumach and seconded by Carol Craig that the Executive Committee write a letter of support for Canadensis. Motion unanimously approved.</p>
18.	<p>CSLA Position on Climate Change Michelle Legault presented the document and Peter Briggs suggested that it should contain some reference to resiliency and should also reference other organizations’ papers.</p> <p>MOTION 2014-2-9: Moved by Glenn O’Connor and seconded by Carol Craig to endorse the development of the position paper on climate change as presented by Colleen Mercer-Clarke, Chair of the 2014 Congress Program Sub-Committee. Motion unanimously approved.</p>
19.	<p>Prix Ernest Cormier Jean Landry reported on this new prize by the province of Québec. The AAPQ will be nominating Ron Williams to the prize this year and he suggested that the CSLA also write a letter of endorsement.</p> <p>MOTION 2014-2-10: Moved by Trevor Tumach and seconded by Cameron DeLong that the CSLA address a letter of support for the nomination of Ron Williams for the Prix Ernest Cormier. Motion unanimously approved.</p>
20.	<p>Congress 2016 Agreement with MALA</p> <p>MOTION 2014-2-11: Moved by Gordon Kraushaar and seconded by Margaret Ferguson that the draft agreement for the 2016 Congress with MALA be approved and the president directed to sign it. Motion unanimously approved.</p>
21.	<p>Nominating Committee Report Rob Norman and Natalie Walliser have agreed to stand for election.</p> <p>MOTION 2014-2-12: Carol Craig moves and Trevor Tumach seconds that Rob Norman and Natalie Walliser be presented to the members as candidates for the position of president-elect 2014. Motion unanimously approved.</p>
22.	<p>Adjournment The meeting adjourned at 2:04 pm.</p>