

**FRASER VALLEY ESTATE PLANNING COUNCIL
BOARD OF DIRECTORS MEETING MINUTES**

**Tuesday, Aug. 19/03 @ 8:30 a.m.
Kwantlen University College - Surrey Campus
12666 - 72nd Avenue, Surrey
Building B, Room B206**

Present: Ian Baker, Westcoast Actuaries Inc.
Brian Hayton, Manulife Financial
Maureen Ruddick, CIBC
Michael Trenn, Investors Group
Linda Gomes, Kwantlen University College – Recorder

Absent: Mary-Jane Wilson, Greig, Wilson & Brajovic
Bryan Jakeman, Jakeman Financial Group
Pam Prior, KPMG

1. Confirmation of Agenda

2. Approval of Minutes

Moved by Brian Hayton, **Seconded** by Maureen Ruddick,
THAT the Executive Committee Minutes from June 11, 2003 be adopted as circulated with the following correction:

- on page 3 e. change the word “will” to “may”

Motion Carried.

3. President’s Report – Ian Baker

- Everyone was welcomed and introduced.
- Ian suggested that Linda Gomes’ name be added to the sidebar on the agenda so that her telephone and fax numbers are easily and readily available to all the board of directors.
- Ian had suggestions for speakers for future meetings.
 - i. Obtaining a list from the Toastmasters and seeing if anyone would meet our objectives.
 - ii. Chris belongs to the Early Edition Toastmasters and will also check on their speakers.
 - iii. Mike stated that this list would come in quite handy and could possibly be used as a back-up.
 - iv. Chris stated that Dave Mitchell, an authority with the economy of BC, could possibly be a speaker at one of our future meetings.

4. Program Report – Mike Trenn

- Mike stated that Zlotnick, Lamb and Company will be speaking at our September meeting. He will firm up all the details next week.
- David C. Bentall will be approached for 2004. His fee is \$500 per hour.
- Brian Hayton suggested that a panel discussion could be planned for some time in 2004. A lot of preparation time is required.

5. Secretary Report – Maureen Ruddick

CIBC	\$1,389.58	
Investment Certificate	\$5,790.54	
TD	430.67	
Bills Outstanding	\$1,090.87	Eaglequest
	\$19.37	Coffee

6. Public Affairs Committee Report – Mary-Jane Wilson

No report.

7. Membership Committee Report –

No report.

8. Program Committee Report – Bryan Jakeman

No report.

9. Other Business

a. New Director Responsibilities

- Vice President - it was stated that the Vice President must be prepared to serve as President next year. **Mary-Jane Wilson is elected.**
- Treasurer - **Pam Prior is elected.**
- Program - **Mike Trenn is elected.**
- Secretary - **Maureen Ruddick is elected.**
- Membership - **Bryan Jakeman is elected.**
- Public Affairs - **Chris Harris is elected.**
- Signing Authority - Ian Baker, President; Brian Hayton, Past President; Maureen Ruddick, Secretary and Pam Prior, Treasurer.

b. Website Responsibilities

- Responsibility for the Fraser Valley Estate Planning Council is now included in the list of duties for the Vice President.
- It was noted that metatags need to be improved upon. Mary-Jane will follow up with Cathy Piso.

c. Future Meetings Schedule

Board of Directors Meetings

August 19, 2003
October 21, 2003
January 6, 2004
February 10, 2004
April 20, 2004 **AGM**

Dinner Meetings

September 16, 2003
November 18, 2003
January 20, 2004
March 9, 2004
May 18, 2004 **AGM**

June 15, 2004

September 21, 2004

November 16, 2004

d. Review Fee Structure

- **Moved** by Mary-Jane Wilson and **Seconded** by Michael Trenn
THAT the fee structure will remain the same as last year.

Motion Carried.

e. Programming Ideas for September & November

- Generally, January's topic is on Economics
- Will try to get David C. Bentall, B.Comm. for September
- It was suggested to possibly use case studies
- It was **Moved** by Ian Baker and **Seconded** by Pam Prior
THAT the Fraser Valley Estate Council will pay an honorarium of up to \$1,000 per speaker.

Motion Carried.

f. Secretarial Support

- Secretarial Support - **Moved** by Bryan Jakeman and **Seconded** by Pam Prior
THAT Linda Gomes is hired as Secretarial Support.

Motion Carried.

Meeting Adjourned

The meeting adjourned at 9:55 a.m.

/lg