

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

**Tuesday, June 15/04 @ 8:30 a.m.
Kwantlen University College - Surrey Campus
12666 - 72nd Avenue, Surrey
Building G, Room G1140**

Present: Mary-Jane Wilson, Greig, Wilson & Brajovic
Ian Baker, Westcoast Actuaries Inc.
Bryan Jakeman, Jakeman Financial Group
Maureen Ruddick, CIBC
Pam Prior, KPMG
Arnold Machel, Visionvest Financial Planning & Services Inc.
Rob Clark, Assante Capital Management Ltd.

Regrets: Chris Harris

1. Confirmation of Agenda

There were no additions to the agenda.

2. Approval of Minutes

The minutes from the February 10/04 and April 20/04 were deferred to the next meeting.

3. Past President's Report – Ian Baker

- I. Baker welcomed new members, Arnold Machel and Rob Clark to the Executive as well as congratulated the Board on their new appointments.
- The 2004/05 Executive are:
Mary-Jane Wilson, President
Ian Baker, Past President
Bryan Jakeman, Vice President
Maureen Ruddick, Secretary
Pam Prior, Treasurer
Arnold Machel, Public Affairs
Rob Clark, Program
Chris Harris, Membership

4. Program Report –

- November's speakers are set: Benita Loughlin and Elaine Reynolds.
- Idea for September: case studies
- In order to attract more people, this committee needs to secure speakers early, publicize earlier and put up on website.
- FVEPC can occasionally pay \$500-\$1,000 for speakers.
- Get higher profile speakers to try and boost membership.
- Other speakers who may be approached are: Michael Campbell and Martha Piper.
- Other ideas for future meetings: Privacy Implications and Planning for Late Marriage.

5. Secretary Report – Maureen Ruddick

Maureen Ruddick will renegotiate Eaglequest. We will find out at next meeting if an earlier time is desired.

6. Treasurer Report – Pam Prior

CIBC	\$227
TD	\$320
GIC	\$5,861

Signing Authority: add Bryan Jakeman

7. Public Affairs Report – Chris Harris

No report.

FVEPC currently advertise in Business in Surrey, Surrey Chamber and Business in Vancouver.

8. Membership Report – Bryan Jakeman

- Bryan Jakeman will talk to Chris about the position.
- Changes for membership form: “If you want your website listed on website, “click here” will be added.

9. Website

- How many hits does the FVEPC website receive? A regular report is required.
- When we get a new member – have a welcoming flashing message on the website. Linda Gomes will liaise with Cathy Piso and report back at the next meeting.
- Make website bigger on every page.

10. Executive Job Descriptions

Circulated. Please review.

11. Membership Renewals

- Add - “If you want your website listed on website, tick here”
- Early bird by Aug. 31/04
- Email link
- Have blank registration forms for meetings
- Perhaps have a contest with members to get new members and be entered in a draw. Gift certificates for Starbucks, etc. instead of book draw.
- For every new member you refer your name will be entered in a draw and also your referral. Pam Prior will investigate.

12. **Future Meetings**

Board of Directors Meetings

June 15, 2004
August 17, 2004
October 19, 2004
January 4, 2005
February 8, 2005
April 19, 2005 **AGM**
June 14, 2005

Dinner Meetings

May 18, 2004 **AGM**
September 21, 2004
November 16, 2004
January 18, 2005
March 8, 2005
May 17, 2005
September 20, 2005
November 15, 2005

13. **Adjournment**

The meeting adjourned at 10:00 a.m.

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