

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

**Tuesday, January 10, 2006 @ 8:35 A.M.
Jakeman Financial Group
Suite 310 – 15252 32nd Avenue, Surrey**

Present: Rob Clark, Assante Capital Management Ltd.
Bryan Jakeman, Jakeman Financial Group
Kim Karras, Brawn, Karras & Sanderson
Colleen Loveridge, CIBC
Arnold Machel, Visionvest Financial Planning & Services Inc.
Brian McLeod, Investia Financial Services Inc.
Pam Prior, KPMG
Mary-Jane Wilson, Greig, Wilson & Brajovic

1. Confirmation of Agenda

Dinner Meeting introductions was added to the agenda.

2. Approval of Minutes

Moved by Kim Karras, **Seconded** by Colleen Loveridge, **THAT** the Board of Directors Minutes of November 1, 2005 be adopted, amending reference from 'Annual' General Meeting to General Meeting. **Motion Carried.**

3. President's Report – Bryan Jakeman

- Bryan Jakeman stated that the Board is delivering on its mandates, receiving good feedback from membership and follow-up and communications are good amongst the Board.

4. Vice President's Report – Pam Prior

- Nothing to report.

5. Program Report – Rob Clark

- Rob stated that Bob Faulkner, FVEPC speaker for the January 17th Dinner Meeting has been confirmed and details are in place. It was agreed that Rob would introduce as well as thank Bob Faulkner unless Rob discovers a member more familiar with Bob's achievements.
- Rob indicated that he spoke with Denise Hartman, a potential presenter from CCRA Appeals Branch. Denise suggested a presentation on CCRA's Voluntary Disclosure Program; designed to encourage compliance amongst taxpayers by providing the opportunity to correct any inaccuracies or omissions in past dealings with CCRA without the risk of penalty or prosecution. Denise also proposed an alternative topic in combination with Lisa Hall, a presentation about Common Mistakes on Gift & Estate Tax Returns. The consensus was that the latter suggestion was very topical and should be considered for next year's speaker schedule.
- Rob noted that Jamie Golombek (AIM Trimark Investments) is still a potential speaker for next year but that he has been unable to contact Carol Newell of Newell Rubbermaid Corporation.

ACTION: Rob Clark still to inquire whether a group of four or five FVEPC members, associated with CAGP, could put together a 45-minute case study presentation, coordinating four or five examples of charitable gift planning for next year.

ACTION: Rob still to consider a presentation for next year on strategies to structure charitable donations for clients (i.e. Margaret Mason, a Partner at Bull, Housser & Tupper) or alternatively have gift planners within FVEPC membership present some “interesting client situations” which would give them a chance to profile themselves.

- Rob proposed that the March 14, 2006 Dinner Meeting be rescheduled to either March 7th or March 21st because it conflicts with Spring Break and attendance may be affected. Rob noted that he is unavailable if rescheduled to March 21st. Rob advised that there may also be a conflict between Spring Break and the March 13, 2007 Dinner Meeting tentatively set.

ACTION: Kim Karras to inquire about the availability of Eaglequest for March 7th or 21st and advise Rob Clark.

ACTION: Rob Clark to inquire about Patricia Miller’s flexibility to reschedule her presentation from March 14th to either March 7th or 21st.

ACTION: Public Affairs Chair to notify respective publications to amend notices if March Dinner Meeting is rescheduled to March 7th or 21st.

ACTION: Cheryl to provide FVEPC membership with notice if the March Dinner Meeting is rescheduled.

ACTION: Kim Karras to inquire about the 2007 school calendar and advise if a conflict occurs in March with Spring Break.

- FVEPC member introductions will be eliminated, however, guest/substitute introductions will continue at the commencement of each Dinner Meeting.

6. Secretary Report – Kim Karras

- Kim confirmed that the 2005/06 contract has been finalized with Alfred Visser, Catering Manager, at Eaglequest.

ACTION: Kim to tentatively reserve Dinner Meeting dates for 2006/07 at Eaglequest, taking into account potential date change in March 2007.

7. Treasurer Report – Colleen Loveridge

- Colleen provided a spreadsheet which indicated current finances to date; revenue and expenses for the past year. Colleen projected that expenses will leave an estimated surplus of \$2,000 - \$3,000 at the end of the year, but the surplus will be depleted unless membership fees are increased or expenses reduced.
 - Membership renewal fees:
 - Early Bird Registration fee - \$169 equates to \$33 per meeting
 - After September 15th fee - \$199 equates to \$39 per meeting
 - Eaglequest costs are \$40 per dinner

- VISA charges are 3%

ACTION: Bryan, Pam and Colleen to review membership fees against expenses and provide recommendation at next Board meeting.

ACTION: Board to revisit alternative venue options and compare costs, keeping accessibility in mind.

- Consider 'show of hands' survey at Dinner Meeting re timing preference of meetings, i.e. breakfast, lunch or dinner

8. Public Affairs Report – Brian McLeod

- Brian stated that meeting notices have been organized to be published in the Vancouver Sun and Surrey Chamber publication for the balance of the year
- Brian indicated that a general information article with contact references would be published in the Surrey Chamber business news
- Brian advised that he has put together a scrapbook of meeting notices, articles, etc.
- Brian McLeod resigned effective immediately from his position of Public Affairs Chair by delivering a written resignation to the Board. Brian indicated that he would assist with transition of the position, complete tasks at hand, and continue his FVEPC membership. Bryan Jakeman thanked Brian for his positive impact and personal effort as a FVEPC Board Member.

ACTION: Brian to provide notice to Vancouver Sun and Surrey Chamber should March 14th Dinner Meeting be rescheduled.

ACTION: At the discretion of the current Board, the Executive should consider individuals that may wish to be appointed to the Public Affairs Chair position.

ACTION: Brian agreed to inquire whether a former Olympian he knows would consider a motivational presentation next year that falls in line with "lighter" content.

9. Membership Report – Arnold Machel

- Current membership is 64
- Breakdown by industry indicates membership is heavily represented by financial planners with a nominal number of accountants, lawyers and gift planners.
 - Regular broadcasts at Dinner Meetings should be made to encourage Council to network and increase FVEPC membership
 - Consideration be given to dedicate first meeting of fiscal year to short networking tips presentation and balance of the evening should focus on networking amongst membership
 - Showcase member specialties through core presentations

ACTION: Rob Clark to inquire about Darcy Rezac making a short 'networking tips' presentation at the September 2006 meeting.

10. Other Business

Administrative support

- Cheryl advised that she will be returning to work four days per week plus taking on the administrative role with the Abbotsford Estate Planning Council.

Guests

Moved by Pam Prior, **Seconded** by Mary-Jane Wilson,

THAT guest (an individual who is eligible to join FVEPC as a member) attendance will be limited to one meeting per fiscal year.

Motion Carried.

Website

ACTION: Cheryl to advise Neo Fusion that Membership Directory columns (Company and Website) require realignment.

11. Future Meetings

Board of Directors Meetings

- ~~September 13, 2005~~
- ~~November 1, 2005~~
- ~~January 10, 2006~~
- March 7, 2006
- May 2, 2006 AGM

Dinner Meetings

- ~~September 20, 2005~~
- ~~November 15, 2005~~
- January 17, 2006
- March 14, 2006 (tentative)
- May 16, 2006 AGM

12. Adjournment

The meeting adjourned at 10:00 A.M.

/cdh