

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

**Tuesday, November 14 @ 9:00 A.M.
Jakeman Financial Group
Suite 310 – 15252 32nd Avenue, Surrey**

Present: Pam Prior, KPMG
Rob Clark, Assante Capital Management Ltd.
Anne George, Van Wensem, Eakins & George, CGAs
Colleen Loveridge, CIBC
Rosalyn Manthorpe, Manthorpe Law Offices
Karl Maier, McQuarrie Hunter, Barristers & Solicitors
Bryan Jakeman, Jakeman Financial Group

Absent: Charlene Taylor, VGH & UBC Hospital Foundation

1. Confirmation of Agenda

The agenda was confirmed with the addition of ‘facilities’ to other business.

2. Approval of Minutes

Held over as there is additional information; **Anne George** to update. To be presented at the next board meeting on January 9, 2007.

3. President’s Report – Pam Prior

- Pam mentioned that we may have a replacement for our administration support, Cheryl Hipwell. Her name is Laurie Daschuk and she will be taking over Cheryl’s duties at the Abbotsford Estate Planning Council. Pam will pursue this and the board is in agreement that Pam should retain Laurie if she is a good fit for us and equally proficient as Cheryl.

4. Vice-President’s Report – Karl Maier

- Karl advised that nothing to report.
- Karl would like to discuss Rob Clark’s replacement for next year, sooner rather than later.

5. Program Committee Report – Rob Clark

- Rob queried Pam on the feedback with respect to Patty Randall’s presentation; it was generally good feedback though some thought it was a bit lengthy.
- One of our members expressed an interest in giving a five minute update on critical illness and long-term care insurance, at the next meeting. To bring forward to January’s meeting.
- With respect to Margaret Mason’s presentation, Rob would like us to ask her to bring her presentation on a disk.
- David Nelson, BBA, CMA, CFA, CFP, CLU, came forward offering to present next year. He would like to present a case study on succession planning for small business owners.
- Karl to purchase gift certificates, as discussed, for Margaret Mason and Floyd Gradley, both for the November 21st meeting.

- Suggestion for speakers; Jerome So and Cinnamon Russell on how to prepare your two minute 'elevator speech'.
- Other suggestions were: Keith Anderson from the Fraser Valley Health Region, Brian Day to discuss the state of the health care system, Brenda McEachern, who is a lawyer working for Canada Life to discuss life insurance, one of Bryan's clients to discuss home health care; Bryan to touch base with client then speak to Rob.
- Another suggestion was Rod Sherman on estate planning for farmers but it was decided the topic was too specific.

6. Secretary Report – Anne George

- Anne advised that nothing to report.

7. Treasurer Report – Colleen Loveridge

- Our finances to date are: \$6,471 in the T.D., \$3,154 in the CIBC and \$3,000 +/- in a GIC for a total of approximately \$12,626.
- 2 visa payment receipts were actually on mastercard, which we do not take; Colleen to contact the members.
- A cheque payment of \$250 went to the wrong address (as provided). We have not yet received the returned cheque, so Colleen will put a stop payment on it and re-issue it.
- Quarterly administration of the website costs \$187.
- Our dinner costs are approximately \$2,000 per meeting therefore we need 4 x \$2,000 = \$8,000 to cover the dinner costs.
- Administration support should be approximately \$200 more for the year.
- Speakers gifts will cost 6 x \$75 = \$450.

8. Public Affairs Report – Rosalyn Manthorpe

- Discussed advertising dinner meetings:
 - Anne to advise on the cost of advertising in the Surrey/Langley/N. Delta CGA Chapter newsletter, once she hears back from one of the Chapter directors.
 - Discussed whether we might get a free listing in the Peace Arch News – notice of events. There was some concern that people may just show up to meetings, not realizing the requirement to register first.

9. Membership Report – Charlene Taylor

- Charlene was not in attendance
- Pam advised that CE Certificates would go out to the members before next meeting.
- New member referrals were discussed. The draw for the Pearl Restaurant gift certificate will take place at the next meeting on November 21, 2006.

10. Other Business

- Pam to announce upcoming speaker spotlight at the November 21st meeting.
- Pam to ask members to come forward for member spotlights.

- Discussed the meeting starting time; it should be 6:30pm.
- Some of the directors looked at the website and think it looks good.
- Further discussion regarding the facilities; the room we were provided with for the last meeting was not satisfactory. Pam to contact Coyote Creek and let them know (again) that we were not happy with the room for the last meeting and to advise them that we expect to have our meetings in the larger room. We are confirmed to May, 2007 at Coyote Creek.
- Karl offered his office board room for board meetings. It was decided to stay at Bryan's office at least until Pam's term is over.

11. Future Meetings

Board of Directors Meetings

- ~~September 12, 2006~~
- ~~November 14, 2006~~
- January 9, 2007
- March 6, 2007
- May 8, 2007 AGM

Dinner Meetings

- ~~September 19, 2006~~
- November 21, 2006
- January 16, 2007
- March 13, 2007
- May 15, 2007 AGM

12. Adjournment

The meeting adjourned at 10:30 A.M.

/ag