

CCCS Board Meeting Minutes  
February 12, 2004

Board Members Present: Ron, Mark, Sylvia; Regrets: Barry, Debbie  
Contractors: Jean, Harley, Jason; Regrets: Christian, Christine  
Members Present: None

1) Adopt Agenda

Motion to adopt agenda: Mark/Sylvia Adopted

2) Adopt minutes

a) January 15, 2004 meeting

Some board members hadn't seen these so this is tabled until next board meeting.

3) Member Presentations

a) Member's Input communicated by Jean

- i. Some members do not like the plans as they now exist
- ii. Some members believe they should be paying at the end of the month

The board will consider this input, but will not take action right away.

4) Contractor Reports/Presentations

a) Financial reports (Christine)

Report read by Ron

Discussion: This report showed that among other things our income for December and January significantly exceeded our budgeted income. This situation cannot continue indefinitely, but there are a number of unknowns looming ahead of us. The biggest one is the broadband implementation. The costs of this project are not yet clear, so the board hesitates to drop rates just yet. However the board also realizes that this excess must be returned to the members in some form if it is not required before too many months pass. Another unknown is what Telus is going to do where Internet access to their own network is concerned. This could significantly impact the viability of the CCCS depending on whether it occurs before or after broadband is implemented. As a result the board took no action at this time.

Discussion: There was also a brief discussion about recurring costs that we have budgeted for.

Motion: Recurring costs that have been budgeted for should be paid immediately when their invoices arrive providing there are funds available. These expenditures should then be reported at the next board meeting. (Based on Barry's comments we should revisit this motion at the next director's meeting.)

Mark/Sylvia Carried

b) Public Relations report (Jean)

- i. Tech Support: Jean and Harley have dealt with this issue outside the meeting.

c) Tech/web page report (Harley, Jason, Christian)

- i. Harley: Verbally reported his activities, and suggested items that could be included in Tech report at AGM. Ron asked him to carry on with this list. He will run it by the board before the AGM. Harley also circulated a usage report for April to January. Except for August, usage has been well over 11000 hours every month.

ii. Jason: Jason reviewed his written report (See attached). New port masters are in and have been configured. Telus put the DEA lines in place today (Jan 12th). We will continue to run on the dial in lines until we have had a chance to thoroughly test the new system. Jason also discussed viruses and what e-mail spoofing was. Our current anti-virus software is meant for a home computer.

Motion: The Tech Department will have a budget of up to \$500.00 to research and purchase a robust piece of anti-virus software that is meant for servers.

Mark/Sylvia Carried

iii. Christian: No Report

Motion: We will adopt the contractor reports as read:

Mark/Sylvia Carried

5) Other Business

a) None

6) Old Business

a) None

7) New Business

a) AGM Agenda

The AGM agenda was discussed. Ron will reword some items and seek the rest of the board's approval via e-mail

b) Paying for Port Masters

Motion: Ron will receive re-imbusement for the port masters as soon as his VISA statement arrives and the Canadian amount is known.

Sylvia/Mark Carried

c) Correspondence:

i. An invoice for delivery of the Port Masters was received from Pacific Coastal Airlines

Motion: Pay Pacific Coastal's invoice for \$185.46. (This invoice includes air freight as well as custom's duties and service charges.)

Sylvia/Mark Carried

ii. Debbie Nelson's letter resigning from the CCCS board of directors was received.

Motion: Accept Debbie's resignation. (The board wants to thank Debbie for her efforts during the past year. It is often difficult to present the dissenting or unpopular view, but it is critical that these views be heard even if they are not in the end adopted. Your efforts here were appreciated.)

Sylvia/Mark Carried

Motion to Adjourn: Sylvia

An In Camera Discussion about the applications for the Executive Director contract was held.