

CCCS Board Meeting Minutes
January 15, 2004

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

1) Adopt Agenda

Motion to adopt agenda: Sylvia/Mark Adopted

2) Adopt minutes

a) December 11, 2003 meeting

Amend: line 8)c) Discussion: Pay off the remainder of the CCRD loan. Tabled until January meeting.

Motion to adopt as amended: Mark/Sylvia Adopted

3) Member Presentations

a) None

4) Contractor Reports/Presentations

a) Financial reports (Christine)

Report read by Barry

Motion: We will use PMT for our end of year accounting:

Barry/Mark Carried

An accumulating budget line is required for fees and insurance. This budget line will be set at \$400/month for now.

Motion: We will pay the remainder of the CCRD debt by the end of January.

Barry/Mark Carried

b) Public Relations report (Jean)

Report: Same Damn Thing!

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

i. Harley: No Report

ii. Jason: Jason read his report and some discussion ensued. This included our redundancy situation and the plan for switch over to the DEA line in the next month. (See attached)

iii. Christian: No Report

Motion: We will adopt the contractor reports as read:

Mark/Barry Carried

Note: Those contractors who are not submitting monthly reports to the board are not fulfilling their obligations under their agreement with the CCCS. This has been spelled out in previous board meetings.

5) Other Business

a) DEA installation (Mark)

i. Contract with Telus

Motion: We will sign the contract with Telus for the first DEA line. This will cost \$1900 + GST:

Mark/Barry Carried

ii. Purchase of Port Master 3s

Motion: We will purchase 2 Port Master 3s. Cost will be approximately \$1900 for the pair:

Mark/Barry Carried

6) Old Business

a) Executive Director: Ron reported on the progress for implementing the executive director position.

b) Contractor contracts: Mark reports that these have been printed and will be signed shortly.

c) Director's insurance (Barry) Tabled

d) Equipment Insurance: Barry reports that this was paid some weeks ago.

7) New Business

a) Member asking for retroactive account reduction: A member was asking for his subscription to be reduced retroactively. The board re-affirmed the policy that members are responsible to request a change in their subscription plan ahead of time if they expect their usage to vary significantly. The contractors can't be expected to know what members are thinking. A member that signs up for a particular subscription is responsible for that subscription whether the service is used or not.

b) AGM (set date and advertise): Motion

Motion: The AGM will be on February 26th:

Barry/Sylvia Carried

Jean will advertise this in e-mail, paper ad, and on posters. Ron will prepare a draft agenda in the next 2 weeks.

c) Director Debbie Nelson to resign

The board thanks Debbie for her service. We will not appoint a new board member because the AGM is only a few weeks away. We'll let the members fill this seat at the AGM.

d) Correspondence: none

Motion to Adjourn: Barry

An In Camera Discussion of delinquent accounts occurred.