

# **FREDERICTON CHAMBER OF COMMERCE**

## **BOARD OF DIRECTORS**

### **MINUTES OF ANNUAL MEETING** **May 23<sup>rd</sup>, 2000**

#### **ATTENDANCE:**

Dave McIlveen	Weldon LeBlanc
Marjorie Tomlinson	Betty Blanchard
Mac MacFarlane	Gail Steeves
Ken Savage	Kristin O'Donnell
Gary Brown	
Hugh Cameron	
Patricia Donnelly	
Bridget O'Leary	
Les Smith	
Ellen Saunderson	
Adam Sprague	
Tim Kairns	
Margaret Bannister	
Brian Trenholm, Grant Thornton - Auditor	

#### **REGRETS:**

Clinton Lawrence	Don Good
Mike Ryan	Suzanne Gregg
Dave Neal	Mike Hanusiak
Stephen Dixon	Kelly Kelly
Bud Pearson	Colin Tucker
Jeff Hamilton	Paul Leger

#### **1. WELCOME & CALL TO ORDER**

The 1999/00 Annual Meeting of the Fredericton Chamber of Commerce was called to order by President, Dave McIlveen, at 4:05 p.m. in the Boardroom of the Chamber Building.

#### **2. APPROVAL OF THE MINUTES OF PREVIOUS MEETING (May 25, 1999)**

**A motion to approve the minutes of the May 25, 1999 Annual Meeting, was presented by Marjorie Tomlinson and seconded by Patricia Donnelly. Motion carried.**

**3. TREASURER'S REPORT – Ken Savage**

Ken noted that his report is enclosed in the package that each director received, Ken went on to say that this report basically hi-lights the differences between revenues and expenditures-both actual and budgeted.

**Ken Savage presented a motion for his Treasurer's report to be adopted as presented, seconded by Hugh Cameron. Motion carried.**

**4. REPORT OF THE AUDITOR - Brian Trenholm, Grant Thornton**

Brian Trenholm of Grant Thornton noted that the Auditor's Report was distributed in the Board packages.

**A motion to approve the 1999-2000 audited financial statements was made by Marjorie Tomlinson and seconded by Mac MacFarlane. Motion carried.**

**5. APPOINTMENT OF THE AUDITOR FOR 2000-2001**

**Ken Savage presented a motion to appoint Brian Trenholm of Grant Thornton as the Auditor for the Chamber for 2000-2001. Les Smith seconded the motion. Motion carried.**

**6. NOMINATING COMMITTEE REPORT – Weldon LeBlanc**

Clinton couldn't attend the meeting so the Nominating Committee report was given by Weldon. Weldon informed the Board that the process was as follows for getting Board nominations; 1) nomination forms were sent to all members in the Chamber News 2) a meeting was held of the Nominating Committee 3) the proposed slate of Directors was sent out to all members 4) the deadline for additions or deletions had passed, and 5) the slate of Directors was finalized.

The 2000-2001 Executive will consist of the following:

*Marjorie Tomlinson, President, Prudential River Realty*

*Mac MacFarlane, 1<sup>st</sup> Vice President, Investors Group*

*Les Smith, 2<sup>nd</sup> Vice President, Hardy Appraisals*

*Dave McIlveen, Past President, CompuCollege School of Business*

*Ken Savage, Treasurer, KPMG Chartered Accountants*

*Patricia Donnelly, Executive Member, The CCL Group Inc.*

Beginning the second year of their two year term are:

*Gary Brown, Global TV*

*Mike Hanusiak, City of Fredericton*

*Hugh Cameron, Stewart McKelvey Stirling Scales*

*Don Good, FGA Consultants*

*Suzanne Gregg, Harvey Studios*

*Bridget O'Leary, Sheraton Fredericton Hotel*

*Colin Tucker, TD Bank Financial Group*

The following Board members were recommended for a two year term:

*Margaret Bannister, Chalmers Hospital Foundation*

*Ellen Saunderson, NB Tel*

*Jeff Hamilton, Kwik Kopy Printing*

*Paul Leger, Plazacorp Retail Properties Ltd.*

*Tim Kairns, Precise Planning & Analysis*

*Adam Sprague, BrunNet Inc.*

**A motion to approve the above named individuals to the position indicated was presented by Gary Brown and seconded by Hugh Cameron. Motion carried.**

## **7. REPORT OF THE OUT-GOING PRESIDENT – Dave McIlveen**

Dave expressed to the Board that he enjoyed being President over the past year, and how much the work of the Board members was appreciated. Dave thanked all of the partners of the Chamber such as; Downtown Fredericton Business Network, Main Street Business Development Association, Greater Fredericton Economic Development Corporation, and the City of Fredericton.

Dave continued by saying that the perception of Fredericton being a "privileged city" is now being said more than ever, and that it is the Chamber of Commerce's duty to try and discourage this perception.

Dave informed the Board that the past year has been difficult with so many issues on our plate at a time. When Dave was first sworn in as President the Provincial Election Campaign was still on-going, and for 9-10 months following this the Provincial Government was idle. During this time many "grass roots" organizations had formed. It has been only in recent months that the Chamber has seen satisfaction with any of the issues facing the business community. The issues that have been resolved most recently are the signage issue on the new highway, and the Visitor Information Centre at Long' s Creek.

Dave advised the 2000-2001 slate of Directors that they must promote all of the hard work the Chamber does for our members. The Chamber has over 100 committee volunteers that work very hard to produce an annual Provincial Government Affairs brief to Cabinet and an annual Municipal Government Affairs brief to Council.

Dave again thanked all of the Directors and Chamber staff, and wished in-coming president, Marjorie the best of luck in the up-coming year.

## **8. RECOGNITION OF OUT-GOING DIRECTORS**

President, Dave McIlveen read all of the names of the out-going Directors and presented a certificate of appreciation to those in attendance.

Out-going Directors are:

*Mike Ryan, University of New Brunswick*

*Stephen Dixon, careertransit.com*

*Kelly Kelly, Kelly's (Kent) Homes*

*Bud Pearson, ADI Group*

*Dave Neal, Point of Origin Consultants*

*Clinton Lawrence, Shaw Communications*

## **9. REPORT OF THE IN-COMING PRESIDENT – Marjorie Tomlinson**

Marjorie welcomed everyone to the meeting. She went on by saying that she would save most of what she had to tell the new Director's for the Board Orientation.

Marjorie informed the Board that next year the Chamber would like to have a proper Annual Meeting, however, in order to present the financial statements to the members Marjorie would like to have profitable statements. Her goal is to come up with a balanced budget for the upcoming year, which will come with controlling expenditures and increasing revenues. Thus meaning, new members must be brought in to increase the overall membership. Marjorie feels that in order to do this we must emphasize to the new members the importance of all of our networking opportunities.

The second point Marjorie wanted to touch on was "effective communication". She is concerned with the amount of "grass roots" organizations that started up over recent months, and that our members must be made aware of what we do for them. Marjorie suggested using the media more effectively and more to our advantage.

Lastly, Marjorie invited everyone to the Board Orientation that is scheduled for June 8<sup>th</sup>.

Marjorie now presented all of the New Directors in attendance with a personalized Fredericton Chamber portfolio and a Fredericton Chamber lapel pin.

## **10. REPORT OF GENERAL MANAGER - Weldon LeBlanc**

Weldon started out by welcoming everyone to the meeting, and informed everyone of the upcoming Board meetings; Board Orientation on June 8<sup>th</sup>, Executive meeting on June 20<sup>th</sup>, and Board of Directors meeting on June 29<sup>th</sup>. Weldon also reminded everyone of the upcoming Business After Hours on June 1<sup>st</sup> at The Decorator's Mill.

Weldon recognized 1999 as a productive year for the Chamber, with an increase in the

membership. He went on to say that a retention program is being put in place for the up-coming year.

The Chamber has seen success in our Chamber Group Insurance Plan over the past year, the New Members Taste Like Chick program, and See A Member First program. Two new committees have been formed; the Education Committee and the Home-Based/Small Business Forum. Weldon went on to name some of the accomplishments in the past year; new staffing, restructuring, Chamber of the Year and Executive of the Year, Business Excellence Awards, Web site re-vamped, substantial growth in sponsorship in events, and the production of our Annual Report. All of these have been accomplished with the help of the hard-working staff.

Looking ahead, Weldon informed everyone that they would receive a copy of the Strategic Plan which details the discussed retention program, communication with members, event review and advocacy.

In closing, Weldon thanked Dave for all of his hard work over the past year and the Board for their dedication as well.

#### **11. NEW BUSINESS**

A copy of the Fredericton Chamber of Commerce Annual Report for 1998/99 was provided to each Director.

Board Orientation will be Thursday, June 8<sup>th</sup>

The next Executive Meeting will be June 20<sup>th</sup> at 7:30 a.m.

The next Board Meeting will be June 29<sup>th</sup> at 7:30 a.m.

#### **12. ADJOURNMENT**

A motion to adjourn the meeting was made by Dave McIlveen, seconded by Patricia Donnelly. The meeting was adjourned at 4:59 p.m.

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Signed

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Dated