DATE: October 08, 2013 **TIME:** 8:05 pm to pm   **LOCATION:** CONCALL

PRESENT: Brian Nickle, Krissy Nickle, Chris Phinney, David Taylor, Luc Lafontaine, Nicole AuCoin, Bryan Thomas

REGRETS: Chantelle Blanchard, Allan Roeck

MINUTES: Brian Nickle

ITEM	DISCUSSION	ACTION	
SA1	**Call to Order** 8:05 pm	Chris	
SA2	**Approval of Previous Meeting Minutes** Motion Chris, Second Nicole, Passed	All	
SA3	**Welcome and Introductions**	Chris	
SA4	**Approval of Agenda** Motion Chris, Second David, Passed	All	
SA5	**Heritage Fund Applications** (none)	All	
SA6	**Newsletter Update** May Newsletter went to the Printers, August Started	Krissy	
SA7	**Ministry Update** Meeting Invite sent out via email, Grant application approved, Cheque should be in the mail	Krissy	

ITEM	DISCUSSION	ACTION	
SA8	**Buoy Program Update** Raymond in process of polling the bouy managers regarding needs for next year Asked Raymond to report back Friday prior to next board meeting Ceremony for pb loocke Chris will be in attendance at Port Hope	Buoy Committee Chair	
SA9	**Deputations** (None)		
SA10	**Review of Action Items**	All	
SA11	**Review of Administrative Calendar** Fall Newsletter deadline	All	

ITEM	DISCUSSION	ACTION	
NB1	**SHA Conference 2014** At the very least, we should have a staffed booth at the conference. The $300 fee for a staffed booth includes one "Full" conference registration, and one "Exhibit Staff" registration. (A full conference registration includes entry to paper presentations and complimentary special events. The exhibitor staff registration includes entry to the complimentary special events only.) I did some very rough figuring, and the cost to send two people with the booth registration (also including 5 nights at the hotel, as well as paying for the "extras": full day pre-conference workshops, round-table luncheon attendance) it would cost around $2000. I personally think that if we're going to do this, we should send at least two more attendees: the hotel cost would stay the same if we double up. The registration fee for members is $200. I think we're members of SHA, but we'll need to double-check that. I think that the more people we send, the more great reports we will get back about the presentations, since there are too many relevant presentations for even two people to attend them all. Take a look at the conference website here: http://sha2014.com/index.html and check out the preliminary program (under the Program tab). The preliminary program schedule is not organized very well in the document, but even if you just skim the titles, you'll see that there are a LOT of marine heritage presentations over the three days! --- Motion Complete the application for exhibit and sending of at least two individuals to the confernece. Motioned David, Second Krissy, Passed Krissy will send an email to the rest of the board asking who wants to attend.	Krissy	

ITEM	DISCUSSION	ACTION	
NB2	**Strategic Plan goals for 2013** As you will all remember from your thorough reading of the Strategic Plan, we set out a five-year plan with a number of goals identified for those five years. The upcoming meeting with Kate at the MTCS has reminded me that we set quite a few goals/projects to at least start in 2013, and I don't know if we've actually made progress (or started progress) on any of them. Since these 2013 goals are the ones that we need to complete to use in our 2014 funding application 9and this is part of what Kate would like to discuss at the meeting later this month) I thought we should at least talk about it and see if we can't start/make some quick progress on a few. The goals in the five-year plan that start and/or finish in 2013 are: • Creation of Equipment Library for Use by Chapters (ongoing 2013-2017) o Nas tutor kits, lift bag, camera o Put in the newsletter o Request form on website • Join the Amazon Affiliates Program (2013) o Krissy to sign up o Chris can add links to relevant items • Sell SOS Merchandise on Our Website (2013-2014) o Trial on the cafe press website with the Keep Calm t-shirt design Motion David Second Nicole • Workshops and Training for Higher NAS Certification Levels (ongoing 2013-2017) o 2013 Forum provided some workshops • Train More NAS Tutors (ongoing 2013-2017) • Shipwreck App (2013-2014) • Expansion of Mooring Program (ongoing 2013-2017)	Krissy	

ITEM	DISCUSSION	ACTION	
NB3	Printed Newsletter Subscription Fee Should we associate a fee with the printed newsletter? We have had several recent requests from institutions to receive our newsletter only. Should there be a cost associated with this? Do any of our existing membership levels suffice? David is going to follow up with Judy and Bernie to find out what we pay for newsletter printing and mailing. ~270 members this year tying our all time record. Any new libraries should become institutional membership. At end of year we will review the complimentary newsletters and contact those organizations	Krissy / Chris	
SA12	**Next Meeting Date** November 12, 2013 Concall	--	
SA13	**Adjournment** 9:38 PM Motion Chris	--	

Next Meeting Date: Tuesday June 11th, 2013