



## Minutes for Board Meeting

Friday, August 25, 2006, 12:00 – 1:00

Wellington West Asset Management office, Suite 240 St. Andrew's Square 730 View St.,  
Victoria, B.C.

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*Present:* Millie Chow, Chelsea Lucyk-Kittleson, Jeff Good, Anna Nemeth, Andrew Shortreid, Jeff Hamel, Sue-Anne Fimrite, and Jeffrey Hunter

*Regrets:* Vicki Ng

### 1) CAC Update

- Tannis McLaren, consultant, has been retained by the CAC
  - a. CAC Current Activity
- Discussion on Income Trusts, dialogue between issuers and regulators
- IDA – fair dealings project
- Passport Certification Issue
- CFA Institute for Financial Integrity has drafted a memo detailing the key aspects (10) of issues that are required before the Centre will respond. The CAC will prepare a response letter.
- NI 62-104, Takeover bids and Issuer bids. The CAC is supportive of the bill (harmonize regulations amongst Provinces)

### 2) Education Update

- a. *Education Role*
- Goal is to increase the role of the CFA in local universities and colleges
- Continue with university presentations, distribute CFA Victoria schwag
- Advertise the Scholarship Program (**NOTE: need to consider top up policy for Society – needs to be minuted. The option costs the Society \$150USD/ea**)
- Arrange for speakers at the universities (UVic and RRU)
  - (1) Use CFA speakers to increase presence on campus
  - (2) Once we have a high profile, the Society can involve CH and A-Channel
- Idea to be considered is to invite professors to CFA lunches

***b. Candidate Preparation***

- Continue with the Boston Mock Exam
- USC has a preparation program (education series) offered over the internet
  - (1) Society can get involved in the marketing and collect fees (set up very similar to Boston Mock)
  - (2) Cost \$400 USD /candidate and Society receives 10%
  - (3) Chelsea will prepare the marketing plan
- Jeff Good was approached by a candidate looking for a tutor.

**3) Public Awareness*****a. Fiscal 05-06***

- All monies spent or committed

***b. Fiscal 06-07***

- \$2500 CAD committed to the Art Gallery
  - (1) Get 4 ½ months exposure
- Considering Dance Victoria as additional option
  - (1) No funds committed yet
- National Campaign
  - (1) The campaign will likely not be set up for 06-07

***c. Media Spokesperson***

- Andrew has volunteered

***d. New Board Ad***

- Board decided against the ad (unless we get a opportunity to post for free)

**4) Programs*****a. Golf Tournament***

- Collected \$6,000 to date, approximately \$4,000 remaining
- Expected profit \$2,000

***b. Upcoming Events***

- Two separate events with different branding: Gold Series (high profile and aggressive marketing) and Corporate Sponsor Series.
- Don Straszheim (GS) – Sep 21 (Breakfast)
  - (1) Posters being created for posting
  - (2) Can purchase tables or individual
- Martin Barns – Nov 8 (Lunch)
  - (1) Empress
- Corporate sponsor event in October

***c. Candidate Reception and Charter Ceremony / Christmas Dinner***

- Candidate Reception – considering the Temple (upstairs). Different atmosphere, more elegant
- Charter Ceremony / Christmas Dinner: also considering the Temple. Considering the second week of December. <<Note: are candidate members eligible for the free dinner? Needs to be considered and minuted.>>
- Regarding the Charter Ceremony: the Society needs to find a balance between an informal atmosphere and recognition of a significant achievement.

**5) Treasurer Report**

- See attached report
- Recovery from Yon still outstanding. Anna will follow up with Yon for payment
- Millie will begin working on a Treasury Policies and Procedures for the Society
- Bank account update still in progress. Still waiting for original documentation

**6) Membership / Technology Update*****a. Technology Update***

- Website has been updated – Jeff is now contact
- CFA Institute is changing the platform for website (moving to Frontpage). Due to this upgrade, CFA Institute will be updating the websites for the societies this year.

***b. Membership Update***

- Past due notices for delinquent memberships have been sent out by CFA Institute

- Jeff has approved 3 new members
- Current membership is approximately 66

7) Other

*a. Society Leadership Conference*

- Millie, Andrew, and Anna attend
  - (1) Discussed proposed agenda items. Executive asked to send potential agenda items to Anna

*b. Passport Guarantor*

- Can CFA charterholders be a guarantor for a passport (CA, CMA, CGA yes)
- CAC doesn't think it should be an issue for the CAC. Asked that the societies determine if it is an issue
- Victoria Board has determined that this is in line with what we do. Would differentiate us from the CFPs.

*c. Flex Plan*

- Andrew will look into the Flex Plan and recommend to the Board if CFA Victoria has anything to gain from entering this program

*d. Speaker Retainer*

- Board asked to look at the list and provide feedback to Andrew

8) Next Meeting scheduled for: September 28, 2006 from 12:00 – 13:30 at Wellington West (2<sup>nd</sup> Floor boardroom)

## CFA Victoria

Reimbursable  
Bold - estimate

## General Ledger

June 1, 2006 - May 31, 2007

	<u>Date</u>	<u>Net</u> <u>Change</u>	<u>Cash</u> 0.00
#188 Exec meeting lunch (reimb Andrew)	11-Jul-06	(67.84)	3,361.70
#189 Larry Spiedell presentation coffee/snack (Anna)	26-Jul-06	(44.52)	3,317.18
Deposit - golf, CFAI PA reimb (re: #177), CFAI Zurich reim (Sue)	29-Jul-06	10,466.69	13,783.87
<b>Deposit</b>	<b>25-Aug-06</b>	-	13,783.87
<b>Bank draft - Boston Society for mock exams</b>	<b>25-Aug-06</b>	<b>(287.50)</b>	13,496.37
<b>Deposit - July 2006 member dues</b>	25-Aug-06	<b>728.00</b>	14,224.37
#190 Art Gallery of Greater Victoria (reimburseable 05/06)	25-Aug-06	(1,000.00)	13,224.37
#191 Victoria Arts Marketing (reimburseable 05/06)	25-Aug-06	(832.10)	12,392.27
<b>#192 CFA goody bags / AGM (Chelsea)</b>	25-Aug-06	<b>(80.00)</b>	12,312.27
<b>#193 Exec meeting lunch (Andrew)</b>	25-Aug-06	<b>(65.00)</b>	12,247.27
		-	12,247.27
<b>Other items:</b>		-	12,247.27
<b>Olympic View/Charles</b>		<b>(8,000.00)</b>	4,247.27
Art Gallery (reimburseable 06/07)		(2,500.00)	1,747.27
<b>Washington SLC</b>		<b>(2,030.00)</b>	-282.73
Admin (Sheila) (reimburseable 05/06)		(250.00)	-532.73
Recovery from Yon		-	-532.73
Q2 job board revenue		-	-532.73
		-	-532.73
		-	-532.73