



**CSSE Durham East Chapter
Board of Directors' Meeting**
Tuesday October 4, 2022 12pm – 1 pm. EST

AGENDA

TIME	ITEM & DESCRIPTION	RESPONSIBILITY
12:00 pm	1.0 Welcome	Lynn
	2.0 Resignation of Treasurer (10 min) Received resignation from treasurer Need signing authorities for bank -still require 1 bank statement for national – have potential replacement - tentative for now.	All
	3.0 Review Outcome of F2F Meeting (25 min) See document provided	All
	4.0 Programming for November - Eblast required (15 min) -gary to get bio for Richard's x 2 -firm up details February meeting at Lindsay campus of Fleming college -opg maybe host in April -Seneca college good for meeting at Peterborough campus – kite lab in November for consideration - International STF conference at Kite Lab in June – Consider Education day in September with all exec committee involved in planning (venues, costs, speakers, platform ie virtual) -education day in October hosted at Kite Proposed Schedule of Programming; (from Lynns notes) October -Exec meeting (need date) Nov 24 th , F2F DDSB December -Exec Meeting (need date) 2023 -Jan -nothing planned Feb -Fleming Lindsay (Mike) Mar- Exec Meeting Apr – OPG Darlington May -Exec Mtg Jun – Seneca College (Peterborough) Jul/Aug -No Content Sept – PDC?/ Education Program Oct – Exec Meeting / Nov – Kite Lab (STF) Combo Dec Exec Meeting	Gary
	5.0 Distribution Lists (5 min) -1/2 hour meeting with Barry to discuss the logistics of managing the chapter distribution lists. Who adds, maintains and determines the status of members on list?	All
	6.0 Roundtable (5 min)	All