

CSSE Durham East Chapter
 Board of Directors' Meeting
 March 24/2022, 12pm – 1 pm. EST

AGENDA

TIME	ITEM & DESCRIPTION	RESPONSIBILITY
12:00 PM	1. Welcome (5 min)	Lynn
	<p>2. Programming Update (25 min)</p> <p>Will will monitor registrations and Gary will work the phones for Fleming</p> <p>RESCHEDULED: Feb – Fleming Lindsay (Mike)</p> <p>Apr – Fleming Lindsay (Mike) New date = 4/24 start 8am 8-9 networking opportunity -9 fleming talk about programs – presentation – health and safety assoc core presentation – 11 am – play on sims until about noon -consider asking Barry to provide an update on chapter structure</p> <p>May – Exec Mtg (virtual – date req'd) Pick a date for a face to face meeting TBD: OPG Darlington (updates needed) may need to remove from our calendars`</p> <p>Jun – Seneca College (Peterborough) looking at 9am start maybe but keep networking opportunity -Beth provide WSPS speaker on risk assessments</p> <p><i>Jul/Aug -No Content</i></p> <p>Sept – PDC? / Education Program</p> <p>Oct – Exec Meeting (virtual – date req'd) -possibly move Kite Lab from Nov -might be a good opportunity for Ontario Chapter as first good meeting -continue speaking with Sophia</p> <p>Nov – Kite Lab (STF)</p> <p>Dec Exec Meeting (virtual – date req'd) -will</p>	May
	<p>3. Regional Transition Open Items (20 min)</p> <p>Lynn will reach out to Finance for some direction on these task</p> <p>Minutes will be uploaded to Google drive when established – not ready yet...?</p>	Lynn Will

	<p>Need to find out who the RVP is so they can be copied on minutes – can Barry help?</p> <p>Dileep and Lynn to establish workplan for submission to executive director for approval of budget allocation (include forecasted budget for events including revenue and costs) - this was due 11/4/22 (overdue)</p>	<p>Barry</p> <p>Dileep</p>
	4. Roundtable (10 min)	All
1:00 PM	Adjournment	