



October 21, 2016
Western NS Chapter Meeting Agenda
Business Meeting in Conjunction with MHFA

DATE: October 21, 2016
TIME: 5:30 pm to 6 pm
LOCATION: Atlantica Oak Island in Conjunction with MHFA

Call to Order

1. Welcome and introductions - Wanda
2. Approval of Agenda
3. Review and Approval of September 14, 2016 Minutes.
4. Business Arising from previous meetings/minutes
 - a. Project Planning update (Heather/Bob):
 - i. Fall Symposium focus on IRS and attract small business
 - ii. Mentorship – Amanda - deferred
 - b. CSHE matrix for membership – Stewart
6. Reports – will be reported through the secretary via email after the meeting
 - a. Finance - Kathy
 - b. Membership (Laurie) – received report – 40 members with Trisha and Ann not renewing and Laurie not sure of his renewal
 - c. Program (Blair/Armintha) – AGM – Proxy attached, all positions available, reports required asap
 - d. By-laws Committee (Bob Appointee)
5. New Business
6. **Date of next meeting – AGM November 16 to be held at the Port Pub in Port Williams**
7. Adjournment – 6 pm

Vision: An advocate for safety in every workplace through education and knowledge sharing.

Mission: to be a resource for professional development, knowledge and information exchange for our members, our profession and the public.



**WESTERN NOVA SCOTIA CHAPTER CANADIAN SOCIETY OF SAFETY
ENGINEERING**

PROXY FORM

Members unable to attend a meeting can assign their vote on all matters other than the nomination of officers with due notice by using this form.

Member Name (print): _____ **Signature:** _____

Meeting Date: _____

As my proxy, I appoint:

- Chapter Chairperson**
- Chapter Secretary**
- My proxy may vote according to his or her discretion on all matters that may properly come before the meeting other than the election of officers.**
- My proxy may vote only as set indicated below.**

Agenda item # and description: _____

Direction: **For** **Against**

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