

CS Association Meeting  
Date: November 30,2009  
Teleconference Minutes

**Attendees:**

Bev Muirhead

**Oliver Etcu, Janice Protasiwich, Becky Geeson**

Carol Slator, Donna Palwoda

Tracy Moody

Linda Otte

Joanne

Edmonton

Wetaskiwin

Medicine Hat

Canmore

1. Meeting called to order at 1738
2. Janice P – Minutes from last meeting adopted
3. Additions to Agenda:  
Item 6 6.1 2010 Conference plan
  - 6.2 Name of conference
  - 6.3 Conference planning committee- with co-chair person
  - 6.4 A. Education
4. Reports: Chair – Donna reported taking 4 boxes for to Bevy's car.  
Secretary – no report  
Treasurer – update, balance on November 27<sup>th</sup> was approximately \$2000.

Discussion about charging for conference Friday night. Charged for 49 vendor booths and should have been 38. Janice P to follow up on this. Janice has the contract for the Entertainer and suggested we should ask for an invoice. \$1000 deposit has been paid to the Capri for 2010 Conference. Cost of Conference: 25,953.90

Balance 2727.96

Report adopted as read 2<sup>nd</sup> by Becky, all in favour.

Pictures and bio's to be sent to Becky Geeson ASAP as updates to Web site are free until Dec 31 only.

Neela (Web Design) : Becky to inquire about retaining service, prices will be sent by Becky. Any ideas, changes to the site please let Becky know.

Chair – nothing to report

5. Conference Planning Committee – Donna suggested new committee should go to Wrap up notes.

6. 1 2010 Conference

Date – October 22 –23 at Capri Centre.

Title of Conference

Vendor letters by January. Bev asked about the theme for conference, Donna replied Ortho, power tools, and that conference attendees had voiced wanting to hear about problems and solutions.

Joanne suggested title of “ Power of Processing” for 2010.

Janice P. said she would talk to Steven Kovak with Health Mark Industries.

Tracy from Wetaskiwin to start letters to vendors.

6.2 Executive: Committee for the conference should be separate and not the executive. Need a Bylaw Committee to work on amendments.

Education Committee. All to report to Executive.

Joanne to chair Conference committee

Lisa to do vendors and registration. (Sub-committee).

Donna says vendors said they would sponsor speakers from their companies.

6.3 Education Committee: Tracy - Acarte (Dick Flynn) to have a draw for \$1200 award to IAHCSSM conference in May 2010. Bev suggested waiting until we have our ducks all in a row.

6.4 Combined event with Nurses (ORNA)

**6.5 Name change of association – Previously Northern Alberta. Janice Protasiwich moved to change the name to Alberta Association Central Service. Carol Slator 2<sup>nd</sup> the motion.**

**6.6 Banking – Bev Muirhead, Oliver Etcu and Carol Slator to have signing authority for banking. Janice Protasiwich to set up appointment (Dec 11 approx. 1630) with the Scotia bank to do the transfer of signing authority.**

7. Next meeting will be January 23 Saturday in Red Deer.

Meeting adjourned at 1827.