***MINUTES***

***Bluewater Wood Alliance***

**Board Meeting**

Minutes

Location: Zoom Meeting

Date: June 30, 2020

Time: 9:00-11:00 am

**Board Members Present**: Chris Martin, Bill Goethals, Jon Wilms, Kyle Roseneck, Bill Goethals, Ryan Meade, Scott Burton,

**Regrets**: Dennis McGlynn, Michael Landman, Simon Lloyd, Simon Pett, Bob Nadon, Amanda McQueen

**Also attending:** BWA Executive Director, Mike Baker; Upcoming new board members Mark Corker, Chuck Pelletier, Nelio Fernandes, and Laverne Martin, and Dave Emmerson for the budget portion.

**1. Opening of Meeting/Opening Comments.**

Chris Martin called the meeting to order in absence of Dennis McGlynn, and welcomed everyone to the meeting.

**2. Approval of the Agenda.**

Mike Baker provided overview of agenda. **Motion to approve agenda without amendments was made by Chris Martin, and 2nd by Kyle Roseneck and carried.**

**3. Approval of Minutes from Previous Board Meeting.**

Minutes from the April 3, 2020 board meeting were distributed prior to the meeting. **Motion to approve minutes was made by Jon Wilms, and 2nd by Ryan Meade, and carried.**

**4. Finance Committee Report/Year-End Financials**

The finance committee conducted a conference call prior to the meeting to review the fiscal year-end 2019-2020 and current quarterly financials .

**Motion to approve the both the 2019-2020 year-end current quarterly financials was made by Chris Martin, 2nd by Ryan Meade, and carried.**

**5. BWA Branding Review**

Discussion took place among the board members regarding examining the present BWA branding given he many changes that have evolved with the BWA since its inception.

An ad-hoc committee has been struck to include, Ryan Meade, Chris Martin, Mark Corker, and other interested board members. This initial meeting is scheduled for July 14.

**6. Committee terms of reference**

Terms of reference for both the finance and policy committees were completed and distributed prior to the meeting. These will stand to govern the purpose and function of the committees.

**7. Cluster update and funding initiatives**

A detailed document report was prepared by Mike Baker was distributed to the board prior to the meeting for review. A high level review discussed current membership numbers and current initiatives. Refer to this document for details.

**8. Possible dual memberships with other organizations**

Permission was granted by the board for Mike Baker to have discussions with other organizations to identify any positive win-win synergies that may exist. When any discussions have taken place, Mike will report back tp the board on any opportunities that may emerge. Conversations with AWMAC Ontario, and CME Safety Excellence program will take place in coming months.

**9. Board Business prep for AGM**

* **By Law change for approval at AGM**
* **Recognition of board members stepping down: Simon Lloyd, Bob Nadon, Michael Landman, Kyle Roseneck**
* **Dennis McGlynn stepping down as President, to Past President board position**
* **New board members for nomination at AGM: Mark Corker, Seredex, Nelio Fernandes, Homag, Laverne Martin, Woodland Horizons Chuck Pelletier, Milestone Millwork, Will Hossapel, Windmill Cabinets**
* **Post AGM:**
* **Executive: Chris Martin to be nominated as President, Ryan Meade as Vice-President, and Bill Goethals as Treasurer**
* **Committee member Review/Recruitment: Finance Committee, Policy Committee**

**10. Motion to adjourn: made by Kyle Roseneck and 2nd by Bill Goethals, and carried.**

**Next BWA Board meeting: Sept 24th  2020, 9:00 am, via Zoom Meeting**