EDC Executive Meeting Feb 21, 2008 Vancouver

1. Welcome to all; recognition that we may not get to all items on agenda due to time constraints
2. Welcome to Sylvia and discussion of how we can enhance her role in supporting EDC
    a. Intent is to create an EDC calendar to assist Sylvia in supporting our work
    b. Clarifying grant dissemination: Alice sends grant decisions to Janice, Bob, and Sylvia; Sylvia cuts cheques and sends to Bob to sign, then he sends them to grant recipients
    c. Janice expressed a concern that finance committee meetings have not been happening regularly
    d. All exec members to send calendar entries to Ruth for collating (see attached template)
3. Elections
    a. Judy Britnell is exec rep on nominating committee; when she sends out notice to membership, will note that Teresa and Alice are standing for re-election
        i. Exec will make a decision regarding the idea of splitting the pro-d role into grants and conference at next exec meeting
4. Proxy voting
    a. The motion to adopt the STLHE proxy voting system has been unanimously accepted and will be implemented at the GM at this conference
5. MOUs
    a. Teresa noted that any MOUs signed by EDC must be forwarded to Sylvia for consistency and ability to coordinate with other constituencies
6. STLHE Board has approved funds for translation: $2,000 to be shared with EDC, 3M Council, and STLHE
    a. Exec to determine priorities at next meeting
7. General Meeting
    a. The exec reviewed the agenda and assigned responsibilities
    b. Slides to be sent to Ruth for collating prior to meeting and Ruth to check projection availability
    c. CSPOD proposal for conference session
    d. Teresa to discuss proposed review sequence with Aline to clarify that the presenters withdrew
    e. Teresa will raise possibility of changing the winter conference timing with the membership at IV on agenda
    f. Are still considering proposals for 09 and will be in touch with membership
8. Next meetings
    a. Carolyn will set up new meeting times in consultation with exec
9. All other items tabled; meeting adjourned