

**Northern British Columbia Tourism Association  
BOARD OF DIRECTORS - REGULAR MEETING  
January 11, 2006 – Prince George, BC**

**Present:** Bonnie McCreary – Chair                      Debbie Davis                      Tracy Calogheros  
                    Ali Macaraeg    Gladys Atrill                      Steig Hoeg  
                    Dawn-lisa Sethen, Staff

**Absent:** Ray Proulx    Doug Barrett                      Victoria Olmstead

**1. Call To Order**

Time: 1:44 pm

**1.1 Adoption of Agenda**

MOTION: That the agenda be adopted with the following addition:

✓ Contact Data Base, CRM - Microsoft

Moved by T. Calogheros and seconded by A. Macaraeg

CARRIED

**1.2 Minutes of the Previous Meetings**

MOTION: That the minutes from the Board of Directors Regular Meeting held December 13, 2005 in Prince George, British Columbia be accepted as circulated.

Moved by G. Atrill and seconded by D. Davis

CARRIED

**2. Reports**

**2.1 President's Report**

Before the President gave her report Tracy Calogheros was asked to leave the room. The President reported that the Executive Committee has chosen an Interim CEO while Dawn-lisa Sethen is on maternity leave. Tracy Calogheros will start her term February 6, 2006 if the board is in agreement.

After a lengthy discussion the board agreed that having Tracy Calogheros cover Dawn-lisa's six month maternity leave is best for the association.

MOTION: That Tracy Calogheros be appointed to Interim CEO for the period of February 6 to September 5, 2006.

Moved by G. Atrill and seconded by S. Hoeg

CARRIED

**NOTE:**    *This was an anonymous vote.*

**Board Directive:** *A press release to be sent to the media and the stakeholders of Northern BC Tourism.*

**2.2 CEO Report**

D. Sethen referred the Board of Directors to her written report and spoke to the key issues. Dawn-lisa also spoke briefly about the correspondence circulated.

MOTION: That letters be written to Terrace members about the double billing or lack thereof and the letter be carbon copied to Terrace Tourism.

Moved by A. Macaraeg and seconded by T. Calogheros

CARRIED

MOTION: That the CEO report be accepted as circulated.

Moved by D. Davis and seconded by G. Atrill

CARRIED

### **3. Business Arising from the Minutes**

#### **3.1 Strategic Plan**

A Strategic Plan will be written and presented to the Board at the next board meeting.

#### **3.2 AGM Policy Review and Rewrite**

The Board of Directors made changes to the AGM RFP.

*Board Directive: The CEO will contact the Host City Committee Chair to discuss the new requirements of holding the AGM.*

#### **3.3 Contract Policy**

MOTION: To accept the new policy written regarding contracts with various companies.

Moved by S. Hoeg and seconded by A. Macaraeg

CARRIED

### **4. New Business**

#### **4.1 Northern Rockies Alaska Highway Tourism Association Request**

The CEO referred the Board to the letter from April Moi of Hello North requesting the Northern BC Tourism Association incorporate the outcomes of the NRAHTA community consultation workshops in the NBCTA planning document.

*Board Direction: NBCTA will send a response to NRAHTA regarding their request.*

#### **4.2 Contact Data Base, CRM – Microsoft**

MOTION: To purchase the Microsoft CRM Contact Data Base Software and Server.

Moved by S. Hoeg and seconded by A. Macaraeg

CARRIED

### **5. Next Meeting Planning**

The next Board Meeting will be March 29 & 30, 2006 in Prince George.

### **6. Adjournment – 5:20 pm**

MOTION: That the December 13, 2005 Northern British Columbia Tourism Association Board of Directors regular Meeting be adjourned.

Moved by T. Calogheros and seconded by D. Davis

CARRIED

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**Directors Authorization**

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