

**CES NS Chapter Minutes
January 16, 2013**

Present: Nancy Carter, Rob Chatwin, Aubrie McGibbon, Kathryn Yuill, Janet Ivory, and Katherine Connell (minutes)

Regrets: Peter MacLeod and Pat Saunders

- 1. Welcome**
- 2. Call to order**
- 3. Review of Agenda**

A motion was made by Nancy to approve the agenda and was seconded by Aubrie. Agenda was approved.

4. Review of Minutes – October Board Meeting

A motion was made by Aubrie to approve the minutes and was seconded by Janet. Minutes were approved with spelling changes.

5. Standing Items—Business Arising—Updates

5.1.CES National Council Update – Janet

Janet provided a report on the work of National. Janet continues to work on by-laws. The new bylaws will be based on the current bylaws but minor changes will be made. They will be scaled back to reflect only what is really needed, and to allow the organization to be more nimble. Janet also noted that there is plan to evaluate the PDP program. This evaluation plan has gone through another iteration and is almost ready to go out for award. Also, the vendor who will undertake the work on the website has been notified. There is currently a lot of work going in preparation for the conference. The biggest concern at this point will be presenting the budget deficit at the AGM, which shows that there is a \$100,000 deficit.

Action: Janet will send bylaws to Rob and other provincial representatives across the country for review. Rob will send out to the Nova Scotia membership and feedback can go to Janet.

5.2.Finance—Peter

Peter was not present. Nothing to report.

5.3.Correspondence – Katherine

Nothing to report

Action: Katherine will post March's Culture and Capacity workshop (date TBD) on the website

5.4.Website:Aubrie

Nothing to report.

5.5.Membership : Pat

Pat was not present, but the updated membership list shows that membership is consistent.

5.6.Program : Kathryn

Kathryn provided an updated. Currently people are registering for Kylie's upcoming webinar. Kathryn is now working to determine the date for the event in March, and will connect with Lalani about her session in April and ask for her blurb for promotion. She is also working to determine the space for this workshop. Since this will be 2 half days, it was suggested that the Art Gallery of Nova Scotia might be a good space. Kathryn will start working on the AGM. There was some discussion about where the AGM should be held and it was determined that it be hosted downtown. More specifically, the World Trade Center would be the ideal space, as it offers a large space. It was also decided that it would be appealing for people to have the option of registered for a half day.

6. Other/ New business

6.1 Discussion with NS Government's Evaluators Network Volunteers regarding CES-NS Network Mini-Conference – May 29, 2014 (Planning Session)

Lisa Trembley (Department of Health), Melissa Buckler (Department of Health), Jenn Gorgette (Department of Labour) and Andrew Knight from the government's evaluators network joined us to discuss the mini-conference. This group as will join Nancy and Kathryn, as a subcommittee to plan the event. Rob will send out the notes and next steps for the mini-conference.

7. Next meeting: February 20, 2014, 12noon to 2pm at NSHRF Offices

Meeting adjourned at 1:10pm.