ADRIA BOARD MEETING AGENDA

Friday, September 9, 2016 – Dinner 6-8 pm at Prego Cucina Italiana

Eau Claire Market, 200 Barclay Parade SW, Calgary, AB T2P 4R5
Phone: (403) 233-7885

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Saturday, September 10, 2016 - Board of Directors meeting 8 am – 4 pm

at the Jasper Boardroom (17th floor), THE WESTIN CALGARY
320 4th Avenue S.W. Calgary, Alberta T2P 2S6 Canada ***T*** 403.508.5225

Benchmark Timings	#	Topic\Title	Action	Role	Ref Materials
FRIDAY 6-8 pm		**Dinner at Prego Cucina Italiana**			
SATURDAY		***Jasper Boardroom (17th floor)***			
8 am	**1**	**WELCOME & AGENDA REVIEW**			
	1.1	Welcome/Call to order	Record time	Dolores	
	1.2	Review of Agenda Items and addition of any items	Review & Amend/Adopt	Dolores	1.2
8:05 am	**2**	**MINUTES OF PREVIOUS MEETING(S)**			
	2.1 2.2	June 4, 2016 (Board meeting) June 14, 2016 (Board Discussion/Teleconf.)	Review & Adopt	Dolores	2.1 2.2
8:10 am	**3**	**Declarations of Conflict of Interest**			
8.15 am	**4**	**Business arising (ADRIA)**			
	4.1	AAMS representation	Information & Discussion	Paul	4.1
	4.2	Participation in Law Day events	Update	Paul	
	4.3	Introduction of Manager Marketing & Communications	Q & A	Paul	
	5	**ADRIA Bylaw and Policy updates**			
	5.1	ADRIA Advertising Policy	Discussion & Decision	Paul	
	5.2	ADRIA Course Monitoring Policy	Discussion & Decision	Paul/Michelle	5.2
	5.3	LINK Membership Category	Discussion & Approval	Paul	5.3
10:00 am		**Health break**			

10:10 am	**6**	**Reports (*mandatory)**			
	6.1	President		Dolores	
	6.2	ED*		Paul	6.2.1 6.2.2
	6.3	Treasurer*		Kevin	6.3.1 6.3.2 6.3.3
	6.4	Governance Committee		Michelle	
	6.5	Board Committees/Task Forces -Task Force Communications Strategy Committee		Alasdair/ Paul	6.5
	6.6	ADRIC Reports -ADRIC Rep - MoU Task Force -Presidents' Round Table (PRT) -Other ADRIC Committees (as required) -Advocacy -Membership & Marketing -Roster Development -Insurance -Education		Wendy* Wendy Stan/Paul	6.6.1 6.6.2 6.6.3 6.6.4 6.6.5 6.6.6 6.6.7 6.6.8 6.6.9
12 - 12:30 pm		**Lunch served in Waterton Room** (beside Jasper Room)			
12:30 pm	**7**	**ADRIA/ADRIC – specific issues (Arising/New)**			
	7.1	Sharing of Associate Member Data	Discussion & Decision	Stan	7.1
	7.2	ADRIC Committees & Communications -New Structure & revised letter -Board engagement	Discussion	Paul/ Gayle	
	7.3	Waiver for retired Judges	Information	Paul	7.3
	7.4	Pro-rated designation fees	Information	Paul	7.4
	7.5	Instructor Licensing MoU and other related issues	Information	Paul	7.5
	7.6	Mediation designation experience requirements	Discussion	Paul	7.6
	7.7	Course Accreditation Process (ADRIC/ADRIO)	Discussion	Paul	7.7
	7.8	ADRIC Awareness Sub Committee	Discussion	Paul	7.8
	7.9	ADRIC Corporate Memberships	Discussion & Decision	Paul	7.9.1 7.9.2
2:00 pm		**Health Break**			
2:10 pm	**8**	**New Business**			

	8.1	Member access to ADRIA minutes	Discussion & Direction	Paul	
	8.2	Community Mediation MRJC/CMCS	Information/ Discussion	Paul	
	8.3	ADR services update -Select & Appoint -Directory -Document sharing	Information/ Discussion	Paul	
	8.4	Membership pins	Discussion & Decision	Paul	8.4
	8.5	ACR Conference 'Principles into Practice'	Information	Paul	8.5
	8.6	Meeting with Justice Minister	Information	Paul/Stan	
	8.7	GOA Family Mediation Practicum	Information	Paul	
	8.8	Fort McMurray Insurance Proposal	Information	Paul	
	8.9	ADRIA Contractor Manual	Information	Paul	8.9.1 8.9.2
	8.10	Evaluative ADR	Discussion	Paul	8.10
2:45 pm	**9**	**Learning Opportunities – next meeting(s)**		**Paul**	
	9.1	November, January	Discussion	Dolores	
	9.2	Strategic Planning (Nov)	Preparation	Dolores	
3:10 pm	**10**	**Link to Membership, Events & Opportunities**			
	10.1	Content of next 'On Board'	Discussion	Barrie	
	10.2	Invitations to next Board Dinner	Discussion & Decision		
3:15 pm	**11**	**Calendar Review**			
		-Sept 13-22 - WP consultations CGY/EDM - Sept 28- Oct 1 – ACR Conference Baltimore - Sept 29 – ACR Conference online - EDM -Oct 12-15 -ADR Canada Conference Toronto -Oct 20- Conflict Resolution Day 2016 -Nov 17-19 – ARJA Conference EDM -Nov TBA – ADRIA learning event (CGY)	Information & Discussion	ALL	
		Board of Directors Calendar			
		-November 18, 19 -EDM -Jan 20, 21 2017 –CGY -March 17, 18 2017 – EDM -May 25-27 2017 – CGY (AGM & Orientation)	Information	ALL	
3:20 pm	**12**	**In-camera session**		Board	
3.30 pm (NLT 4 pm)		**Termination/Adjournment/Reflection**		Dolores	