

**CAGP London Roundtable
Minutes of Meeting
Wednesday, August 17, 2011
Bertoldi's**

Present: Ryan Fraser (Chair), Mary Littlejohn, Sue McLean, Lisa Mazurek, Kim Pritchard, Susan Relecom, Irv Wilson

Regrets: Rachel Bayley, Joanne Beaton, Lorie Colledge

Adoption of Agenda

Approval of Minutes

Chair's Update:

- Thanks to the returning Executive Committee members. New members were introduced. The Round Table Executive contact information will be available on the National Website and we will update the minutes on the website as well.
- Lori Colledge is serving as Sponsorship and Education Chair. Kim will provide support. Succession planning is required.
- It is expected that the Roundtable will in part be driven by the National Workplan. A draft Roundtable Workplan was distributed and more information will be provided at the next meeting.
- Sue McLean and Rachel Bayley attended the Leader's Forum at the CAGP Conference. Minutes from that meeting were distributed for information.

Treasurer's Report:

- The Treasurer's report and the 2011/2012 budget were distributed.
- More sponsorship is needed to offset the cost of our meetings as well as to support the bursary for the national conference. It was **MOVED** and seconded that the budget be submitted to membership for approval at the next meeting.
- The annual grant from National to the Roundtables is based on membership.

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- The final report from the Committee was distributed. Committee Sue and Lisa were commended for an excellent job.
- A planned breakfast for Professional advisory will be addressed for 2012

- Need to consider the implications of grant dollars for radio, billboards, more publicity etc.
- The LAL event for 2012 will be addressed in our strategic planning session and its purpose, audience, etc will be defined. Issues will need to be decided at the May meeting.

Education:

- A program on endowments would be valuable
- Please provide ideas to Kim for a panel and top suggestions for that panel
- September 16 Keith Thompson will be our speaker. The chair will introduce and the Vice chair will thank the speaker
- Sue will bring new name tags.

Strategic Planning:

- We will again include the Executive and invited general members as that was very successful last time. The location will be Windermere Manor and the group will be held to 13 to 14 people. The goal will be to develop a three year plan. A proposed date is December 2 from 8:30 to 10:30 am.

Next Executive Meeting:

- Executive Meetings will continue to take place one hour before the luncheon meetings. Next meeting will be September 16 at 10:30 am at Windermere Manor.
- A group photo of the executive will be taken at the next meeting so that the website can be updated. Please be prepared.

smr
8-29-11