



	<ul style="list-style-type: none"> <li>- As for NASTT’s request to include both Saskatchewan and Manitoba in the new Northwest Chapter bylaw, there are some questions about the intention for such request. Considering current work loads of all board members, the Chapter Board seeks clarification on the level of effort expected of them to conduct organizing activities in Alberta Saskatchewan and Manitoba?</li> <li>- Ken explained that the inclusion of Saskatchewan and Manitoba is only a suggestion from NASTT. There are no minimum effort expectations from NASTT on Northwest Chapter to recruit more members in these provinces.</li> <li>- Dave suggested we talk to existing members in these provinces to see if they want to be part of Northwest Chapter or not. The general consensus is that we do not need to consult the existing members. All members have the choice to choose where they want to join the regional chapters.</li> <li>- Michelle indicated that the Pacific Northwest Chapter intended to include the members from Oregon and Alaska as well. They have no plan to consult existing members in these regions prior to the inclusion in their bylaws.</li> <li>- All indicated that the suggestion from NASTT on the inclusion of Saskatchewan and Manitoba is acceptable.</li> <li>- <b>Duane made the motion to add “Saskatchewan and Manitoba” to Article 1.1. Neil seconded. All approved.</b></li> <li>- As for NASTT’s concern about putting the board meeting minutes on the web site, such provision is not currently in the revised bylaws.</li> <li>- Previously, the minutes were mailed to each member. Therefore, it maybe more effective to put the minutes in the web site. However, the intention of the bylaw article is to provide attending members the minutes.</li> <li>- <b>Michelle made the motion to add “attending” to Article 10 in Section 3c. Duane seconded. All approved.</b></li> <li>- There was suggestion to increase the number of directors such that representatives from Saskatchewan and Manitoba can be in the board. Currently, the revised bylaws has specified 6 directors.</li> <li>- Previous Northwest Chapter bylaws have specified the number of directors from each region. Dave suggested that we should specify the numbers of directors from each region. Rather, it would be better to ensure representations from different sectors.</li> <li>- <b>Duane made the motion to modify the provision on the number of directors to not more than “9” in Article 7 Section 2. Michelle seconded. All approved.</b></li> </ul>	
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<p><b>4.</b></p>	<p><b>Bylaw Approval Process:</b></p> <ul style="list-style-type: none"> <li>- Dave indicated that the new bylaws would be effective at the next AGM.</li> <li>- The revised bylaws will be presented to members of Northwest Chapter for approval.</li> <li>- Dan will obtain the updated membership list from NASTT.</li> <li>- There were discussions on the process of voting. Dan indicated that most members do have e-mail addresses in the information. Therefore, voting through the e-mail system is one way. Some members may need to be mailed of the voting. There is a 30 days prior to the voting.</li> <li>- It was decided that members would be directed to the Chapter web site for the voting. Dan indicated that setting up the voting at the Chapter web site is relatively easy. Dan can set up the web site for the voting. However, an introduction is needed to explain the new bylaws. Albert will provide the introduction.</li> <li>- It was decided that the web site and the introduction would need to be ready by December 15. Communications to all Chapter members on the voting will be done by December 15. The voting will close on January 31, 2009.</li> <li>- Michelle indicated that the trenchless symposium for Washington is on January 30, 2009. They will also announce the voting to all members during the symposium. Computers with Internet connection could also be provided so that Chapter members can vote on this.</li> </ul>	<p><b>Dan</b></p> <p><b>Dan &amp; Albert</b></p>
<p><b>5.</b></p>	<p><b>Others:</b></p> <ul style="list-style-type: none"> <li>- Eric has joined another company that is not in the trenchless business. He will no longer fulfill the secretary position. This vacancy will be discussed in the next board meeting.</li> <li>- Michelle indicated that the preparation for the Washington trenchless symposium is going good. They have secured 8 speakers and 6 exhibitors. They have decided on using the same gift (USB memory stick) for participants.</li> </ul>	<p><b>INFO</b></p>
<p><b>6.</b></p>	<p><b>Next Meeting:</b></p> <ul style="list-style-type: none"> <li>- The next meeting will be on February 3<sup>rd</sup>, 2009 at 1:30pm Mountain Time. The results of the bylaws voting will be discussed. In addition, directors from Alberta will stay behind after the regular meeting to discuss about 2009 to 2010 directors nomination.</li> </ul>	<p><b>INFO</b></p>

These minutes were taken by: *Albert Kwan*

These meeting minutes are assumed to accurately reflect the discussions in the meeting. If there are any mistakes and/or omissions, please contact the writer.