

EXECUTIVE COMMITTEE MEETING
Monday, December 10, 2018 (3:00 – 4:00 pm ET)
Residence Inn by Marriott, 161 Laurier West
Ottawa, ON
APPROVED MINUTES

Committee Members			
A. Bergeron, Chair – Present	D. Lynch – Present	R. Kinghorn – Present	K. Baig - Present
S. Devereaux – Present	D. Gelowitz – Present	C. Parenteau – Present	
Advisor			
A. English – Present			
Staff			
G. McDonald – Present	S. Price - Present	W. Guy - Present	

1.	<p>CALL TO ORDER AND APPROVAL OF AGENDA The chair called the meeting to order at 2:16 pm. Moved by R. Kinghorn, seconded by C. Parenteau that the agenda be approved and that the President be authorized to modify the order of discussion. CARRIED</p>
2.	<p>APPROVAL OF MINUTES Moved by D. Gelowitz, seconded by R. Kinghorn that the minutes of the September 25, 2018 Executive Committee be approved. CARRIED</p>
3.	<p>MARCH 2019 BOARD AGENDA Moved by C. Parenteau, seconded by D. Gelowitz that the agenda for March 1, 2019 be approved.</p> <p>It was confirmed that the following items would be presented in-camera:</p> <ol style="list-style-type: none"> 1. Independent Practice Rights white paper 2. CEO Performance <p>The CEO Performance materials will be translated and circulated by the Compensation Committee to only the Board Directors.</p> <p>Going forward there should be a placeholder for the Compensation Committee at the in person Board meetings.</p>

	<p>The Executive Committee will set a meeting to approve the April teleconference agenda in case items other than the Audited Financial Statements are included.</p> <p>Any changes to the March 1, 2019 Agenda as approved will be circulated to the Executive Committee via email.</p>
4.	<p>CLOSING</p> <p>All business being completed, the meeting was adjourned at 2:23pm.</p> <p>The next meeting will be January 9, 2019.</p>

Action items:

Item #	Action	Responsible
1.	Placeholder for Compensation Committee at in person meetings	S. Price/W.Guy
2.	Executive Committee Meeting set to approve April teleconference agenda	W. Guy
3.	Changes to March 1, 2019 Agenda to be circulated to Executive Committee via email	W. Guy