

Executive Committee Meeting Minutes

November 8, 2011 (teleconference) - 8:00am PST

ATTENDEES:

- Executive Committee: James Goldstene (Chair), Robert Noel de Tilly (Vice Chair), Tim Lesiuk (Secretary), Jean-Yves Benoit (Treasurer)
- Other Directors: James Mack, Michael Gibbs (alternate for Matthew Rodriguez)
- Other Invited Participants: Bob Fletcher, Jim Whitestone, Heather Pearson, Patrick Cummins, Lydia Dobrovolny

James Goldstene convened the meeting.

1. Review First Draft of WCI, Inc. Next Steps

- Agenda item deferred.

2. Communications

The Committee reviewed updates to the notice announcing the formation of WCI, Inc., which was revised following the November 2-3 Montreal meeting. There was general discussion around additional edits, obtaining final jurisdictional review, and reviewing the redesigned version of the WCI, Inc. website.

DECISION:

- Pending final approval of the Executive Committee, the Committee suggested that the WCI Partner jurisdictions consider releasing the notice via the WCI listserv, and posting it to the existing WCI website. The Committee agreed to post the notice to the new WCI, Inc. website, which will go live on Thursday, November 10.

3. Executive Committee Process and Procedures

- Agenda item deferred.

4. November 3 Board Meeting Follow-Up

The Committee discussed follow-up from the November 3 WCI, Inc. Board meeting.

DECISIONS:

- The Committee requested that Patrick Cummins keep all original WCI, Inc. documents until the WCI, Inc. office is established, and also make copies of said documents and mail to Tim Lesiuk who will maintain a file of duplicate records.

- The Committee accepted Quebec's offer to provide translation services and cover those costs until WCI, Inc. has put a translation services agreement in place. Quebec will not translate documents prior to approval by the Executive Committee.
- The Committee directed that all conflict disclosure forms be signed and mailed to Patrick Cummins.

5. Interim Executive Director

The Committee began discussing the Executive Director recruitment and whether to hire an interim director during the recruitment.

DECISION:

- The Committee decided to reconvene later in the week to complete the discussion.

6. Identify Items for Next Week's Call

- Agenda item deferred.

The meeting adjourned at 9:00am PST

Next meeting: Wednesday, November 9, 2011 at 3:00pm PST