



Teleconference Minutes
June 4th, 2008
1PM – 2:30PM EST

Present:, Mark Richardson, Dave MacKinnon, Robert Helie, Jacques Perron, John Meikle, Karen Beazley, Tom Beechey, Joyce Gould. Libby McCalden, John Vandall.

Regrets: Dan Paleczny, Siân French, Marc Johnson, Bas Oosenbrug.

Agenda	
Review the Agenda	All
Administration	
Review Outstanding Business	All
Approve Minutes – May 2008	All
Financial Update	John V.
Communication Updates	
Parks for Tomorrow Conference	Mark R.
CARTS Communications	Mark R.
CCEA Newsletter	Mark R.
CCEA Website Updates	Libby
Project Updates	
Partnerships	David/Marc J.
2008 AGM Planning – Quebec City, QC	All
Business Plan / Future Projects	All
Motions & Approvals	
Approve May 2008 Minutes	1 st Robert, 2 nd Jacques – Passed
Approve April 2008 Minutes	1 st Robert, 2 nd Sian – Passed

Action Items			
1	<i>Provide Board with Publications to scan inventory</i>	<i>Mark</i>	<i>Sept '08</i>
2	<i>Provide Board with CARTS Communications Plan</i>	<i>Mark</i>	<i>August '08</i>
3	<i>Compile content for August CCEA Newsletter</i>	<i>Mark/All</i>	<i>August '08</i>
4	<i>Distribute EC Private Lands discussion paper to Board</i>	<i>Robert</i>	<i>June '08</i>
5	<i>Review Business Plan edits</i>	<i>All</i>	<i>August '08</i>

Agenda – Review the Agenda (All)

- The CCEA board reviewed the agenda.

Administration – Outstanding Business (All)

Letter to NWT and NS for their contributions to the CCEA.

- The board has issued a letter of thanks for the contributions from both the Nova Scotia and Northwest Territorial governments to the CCEA.

Letter to QC and NS acknowledgments for expansions of their PA Networks.

- The board will shortly issue a letter to the government of Quebec and Nova Scotia acknowledging their immense contributions to conservation lands. Jacques Perron will draft the letter for Quebec and David Mackinnon will draft the letter to Nova Scotia.

Keep tabs on the BC accomplishments re: announcements.

- The Board will continue to monitor the progress made by all other jurisdictions in Canada in conserving landscape.

Administration – Approve Minutes March / April '08 (All)

- Approve Minutes –May 2008
- Motion to approve March April – 1st Robert, 2nd Jacques

Administration – Financial Update (John V.)

- John Vandall has provided a financial update to the board and notified the board that 7 gold leaf awards remain for this year's AGM.

Communication Updates – Parks for Tomorrow (Mark)

- The CCEA was formally represented by Mark Richardson of Environment Canada at the Parks for Tomorrow Conference recently held in Calgary Alberta. The booth provided an opportunity for academia and ENGO communities to examine and purchase CCEA publications. A visual demonstration of the CARTS Google Earth application was available for use by conference participants. The CARTS application was a big success and should be used at any future CCEA conferences as an interactive example of the Boards accomplishments.
- During this conference there was also a meeting between SAMPAA, CPC, PCA, EC and CCEA about the future directions of SAMPAA. Much was discussed but no decisions were made.

Communication Updates – CARTS Communications (Mark)

- Mark Richardson noted to the Board that CARTS is moving towards completion and with it comes the next task of accurately communicating its existence to those that would use it.

Action Item #1 – Provide board with Publications to scan inventory (Mark)

Action Item #2 – Provide board with CARTS Communication plan (Mark)

Communication Updates – August Newsletter (Mark)

- The Secretariat plans on a late August newsletter as the next issue. This will allow us to promote the upcoming AGM.
- The August Newsletter should include a mention of this years Scholarship winner.
- A follow-up from the AGM will be the issue to follow after August.

Action Item #3 – Compile content for a AGM Newsletter (Mark)

Communication Updates – Website Updates (Libby)

- Libby has completed a thorough update of the CCEA website based on comments by the Secretariat. At this time she will hold off on any future content changes until the French translation is completed.
- The CCEA website is now ready to be translated to French, Libby will determine the best method to implement a bi-lingual website interface.
- The Board has not fully determined the best process regarding bulletin board bilingualism.

Project Updates – Partnerships (Marc J.)

- Next week the Canada Parks Council will meet in Haines Junction, Yukon Territory. Robert Helie will be present on behalf of Environment Canada/CCEA and will present the current model of CARTS and to discuss the inclusion of privately owned PA's in future reporting.

Action Item #4 – Distribute EC Private Lands discussion paper to Board (Robert)

Project Updates – 2008 AGM Planning (All)

- Jacques Perron has confirmed the next CCEA AGM will be in Quebec City, QC.
- Location: Hotel Capital (downtown Quebec just outside the old city walls). A block of 30 rooms have been set aside for the conference.
- Conference Date: September 17-19th
- CCEA Pre-AGM Board Meeting: September 16th
- Attendance Estimate 100
- A deposit of \$7K has been made with the hotel for space, the Quebec government has provided \$4k.

Working Group: David, John V, Robert, Jacques.

Project Updates – Business Plan Update (All)

- The Chair has begun work on updating the CCEA business plan and invited members of the board to comment. Some of the proposed future projects will be integrated into this new business plan.

Action Item #4 – Board review Business Plan (All)

Next meeting:

July 2, 2008 CANCELLED

August 6, 2008