



CCEA Teleconference

Nov. 14th 2007

1pm to 2:30pm EST

Present: Mark Richardson, Dave MacKinnon, Robert Helie, John Vandall, Karen Beazley, John Meikle, Bas Oosenbrug Joyce Gould.

Regrets: Libby McCalden, Dan Paleczny, Jacques Perron, Siân French, Tom Beechey.

Agenda	
Review Agenda	Bas
Review & Approve Minutes	Bas
Administration – IUCN Membership	Jacques
Administration – Winter Newsletter Update	Mark
Administration – Financial	John V.
Administration – CARTS Letter to Environment Canada	Bas
Administration – IUCN Guidebook Approval	Robert
Projects – Future Projects	All
Projects – Business Plan Update	Robert
Projects – Communications Plan	Mark
New Business – Climate Change Report	All
New Business – Recycle CCEA Binders	Secretariat

Action Items			
#	Details	Responsibility	Deadline
1	<i>Produce Winter Newsletter</i>	Secretariat	December
2	<i>Contact Jurisdictions re: Future Projects</i>	Bas	December
3	<i>Determine Financial needs of printing Climate Change Report</i>	Dave	December

Motions & Approvals

Approval to translate/print IUCN Guidebook	1 st Robert, 2 nd John M., Passed
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Minutes

Approve Minutes

- The board is still reviewing the final AGM minutes, financial summaries provided by John V. will be added to the final minutes.

Administration – IUCN Membership – Jacques Perron
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- Jacques Perron planned to present a motion for the CCEA to formally join the IUCN, however he was unable to attend the call. The board decided to defer this discussion to the next telecon.

Administration – Winter Newsletter Update – Mark Richardson

- Work on the newsletter is ongoing, there are some difficulties regarding financials/printing procedures to be determined..

Action Item 1 Produce Winter Newsletter (Secretariat)

Administration – Financial – John Vandall

- The CCEA budget is currently balanced and in the black.
- There are still about 10-15 outstanding invoices from the AGM.
- It was noted that our web service provider has begun to charge a monthly fee. It used to be free, John V. will look into this and report to the board.

Administration – CARTS Letter to EC – Bas Oosenbrug

- The letter to Environment Canada regarding delays in the CARTS project has been mailed.
- EC noted that the CARTS project is currently incomplete / frozen due to inadequate resources.

Administration – IUCN Guidebook Approval – Robert Helie

- All content reviews of the IUCN Canadian Guidebook have now been completed. The board approved the motion to translate and publish this report.
- The board discussed the idea of producing a follow up report and/or an electronic version for the CCEA website.

Motion Approval of Translation/Printing of IUCN Canadian Guidebook

Projects – Future Projects – John Meikle

- The board discussed several ideas on future project possibilities:
 - Biodiversity Outcomes Framework.
 - Intermediate Protected Area Discussions.
 - IUCN 7th to N.
 - PA Design Guidelines – Through land use planning.

Action Item 2 Contact Jurisdictions re: Future Projects (Chair)

- *The chair will contact all jurisdictions to create a sub-committee to create a position paper and next steps for future projects.*

Projects – Business Plan Update – All

- Discussion deferred to email correspondence and next teleconference.

Projects – Communications Plan – Mark

- Deferred to next teleconference.

New Business – Climate Change Report – Sian French

- The climate change protected area report will be published by the CCEA in the middle/late of 2008.

*Action Item 3 Determine Financial Needs of printing Climate Change Report
(Dave)*

New Business –Recycle CCEA Binders – Secretariat

- The secretariat noted that many old CCEA binders are in storage. The board approved the recycling of the content of these binders.

End of minutes.

Next Teleconference:

Wednesday December 5th, 1pm EST

Wednesday January 9th, 1pm EST

Wednesday February 6th, 1pm EST

Wednesday March 5th, 1pm EST