

MINUTES
PROMOTION & EDUCATION COMMITTEE

Monday October 21, 2002
Vancouver B.C.

ATTENDANCE:

M.-A. Dalkowski	K. Archer	C. Baker	N. Banks
B. Burmeister	P. Dandy	B. Delbrueck	T. Fitzgerald
C. Frolich	P. Gravel	P. Hattin	M. Hollick
R. Knechtel	B. Lucas	P. Morris	J. Mogan
T. Moryto	L. Prendiville	M. Prendiville	J. Rasmussen
M. Richards	T. Seaman	M. Straatsma-Rennie	C. Wilson

STAFF:

H. Walthert
P. McKeogh

1. CALL TO ORDER

Committee Chair M. -A. Dalkowski called the meeting to order at 08:15

2. ADOPTION OF AGENDA

Presentations by Dr. Paul Morris on the BC Building Counsel and the Forintek website were added.

Motion to adopt amended agenda was presented by Tom Fitzgerald, seconded by Brad Burmeister.

CARRIED

3. MINUTES OF THE PREVIOUS MEETING

No comments were made on the minutes of last meeting.

Motion by Paul Gravel to accept the minutes as presented, seconded by Brad Burmeister.

CARRIED

4. WEBSITE

This item was delayed to the end of the meeting to allow the hotel staff to provide a phone line to access the citw.org site.

When access became available, the chair thanked Marcia Straatsma-Rennie for her excellent comments on the site, which gave direction on the improvements that needed to be made. The chair then demonstrated the changes that had already been made to enhance the appearance and user-friendly features of the site. The site had been significantly reorganised, reengineered, with improvements to the graphics. A number of items still needed further work these were already in progress.

The membership agreed that the web site needed to be mirrored in French.

P. McKeogh asked once again that members review their company information to ensure that their company specific information was correct. User ID and password would be changed and circulated to all. M-A Dalkowski, T. Fitzgerald and M. Straatsma-Rennie stated that they would provide information on their new preservatives for inclusion to the site.

NOTED

5. MEMBERSHIP LIST

P. McKeogh reported that information from members to update the membership's information list was still in progress. However, the Member's Book was almost ready for distribution, a member's list would be available to members in the book.

NOTED

6. TRADE SHOWS

P. McKeogh reported that since CITW's Annual Meeting, the CAE Pole Workshop in Winnipeg, 17-18 June 2002, was the only show attended. This show was only open to industry, however, useful contacts were made and information was distributed to a good portion of the attendees. The next show to be attended will be the Wood Solution Fair in Ottawa, 10 December 2002. With the labeling programme now in place, few trade shows, if any, will be attended in 2003.

NOTED

7. COMMENTS FROM MEMBERS

No comments were made. Dr. Paul Morris showed a presentation he had prepared on the new preservatives and asked members to provide any comments or inputs to improve the product. He also demonstrated the new features of the Forintek web site.

NOTED

12. ADJOURNMENT

Motioned by M. Hollick and seconded by M. Straatsma-Rennie to adjourn the meeting.

CARRIED