

**Pontiac Chamber of Commerce**  
**Minutes of the Board Meeting**  
**June 11, 2008**  
**Spruceholme Inn B&B, Fort Coulonge, Quebec**

Board Members present :

David Guitard	Canadian Tire, Clarendon
Michael Hodgins	148 AutoTech, Clarendon
Jean-Claude Rivest	Jericom Inc., Campbell's Bay
Pierre Crevier	Country Home, Luskville
Bill Telford	Billy T's Pizza and Catering, Shawville/Campbell's Bay
Jim Thompson	Pine Lodge, Bristol
Luc Lapointe	Lucca Equestrian Center, Clarendon
Tom Orr	Tom Orr Cartage, Clarendon
Dan Egan	Elmside View Farms, Bristol
Denis Lebrun	Bryson Lake Lodge, Mansfield
Marlene Scullion	Spruceholme Inn B&B, Fort Coulonge
Jim Gibson	Pointes-aux-Pins Lodge, Rapides des Joachimes
Julie Graveline	Le Coin Picanoc, Otter Lake
Doug Gauthier	Pontiac Forest, Otter Lake, Shawville
Todd Hoffman	Campbell's Bay Ciment, Litchfield
Richard Lance	Mystical Creations, Otter Lake
Robert Larivière	Marché Bonichoix, Campbell's Bay
Heather Duggan	Pontiac Home Bakery, Shawville
Betsy Farrell	Chairperson, Shawville
Ron MacKillop	MacKillop Financial Services, Thorne

Non Board members present :

Serge Gagnon	minutes recorder
Patrick Hureau	Guest: Score Financial Services, Member PCC, Montréal

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1. The meeting is called to order at 6:30. Everyone presents themselves.

The matter of which language(s) should be used during meetings is addressed. It is decided that each person shall speak in the language with which they are most comfortable. Normally, there are a sufficient number of bilingual members to translate as needed.

2. Patrick Hureau presents a brief history of the group insurance plans offered by Score (see attached sheet, Annex 1).

It is a non-profit organization, somewhat like a corporation. Insurance is negotiated annually with several companies such as Desjardins and Western Life.

Presentation kits have been passed around to the members containing more details as to the plans offered.

Q: How are costs determined?

A: No costs are preset. They are determined in consideration of the coverage wanted, budget available, size of business, percentages to be covered by employers vs. employees, etc.

Q: Are the insurance costs influenced by whether or not you are a smoker, your age, etc? Is there a medical exam?

A: Most plans are influenced by these conditions. However some group plans are available that do not require any medical exam.

Mr Hureau specifies that when a business requests a quote for a certain group plan, they also offer options or plans they consider more pertinent to the members of the chamber of commerce and the employees represented. Also, mass mailings can be made by the PCC at Score's cost.

It is noted that the PCC has access to several business lists but there is no official list of the region's farmers. The members agree such a list would be very useful for recruitment purposes.

Q: Does UPA offer group plans?

A: Yes but they are very limited: no medical nor dental plans.

Q: Does Score offer pension plans?

A: Yes some are offered, also negotiated according to numerous variables.

Mr Hureau illustrates a few ways of collecting premiums: through paychecks, through business expenses, etc. He also states that recruitment for the PCC goes hand-in-hand with the sales of group medical and dental plans.

3. The minutes of the May 21<sup>st</sup> meeting are reviewed. The membership fees are discussed but maintained.
4. a) The kiosks have been finalized. The main kiosk is at the Information Centre across from the Museum in Gatineau. The kiosks will be standardized once a logo is created for the PCC. All businesses represented by the PCC can place their business cards in the said kiosks. Note: Only business cards can be put there. Brochures are for tourism information only.
4. b) PCC has a website up and running. The lists of regular members and Board members are there. The site is not complete but it is set up to try to reach people and also for recruitment purposes. There will be a tender for completion and maintenance of the permanent website at a later date.

- 4. c) The Telebec contract re: discounts is signed. Negotiations with Bell continue. These companies will also be approached to support the PCC financially.
- 4. d) Betsy Farrell shows a directory of Chambers of Commerce across Canada which has been acquired. Included is information about policies adopted, being negotiated and so on (such as transportation difficulties).
- 5. The Financial Report is reviewed by the Board members and adopted.
- 6. a) The PCC Board needs a standardized letter form welcoming new members, confirming payment of fees, etc. The president will see to this once elected.

Q: How many PCC members are there?

A: Betsy Farrell states there 57 members at this time.

It is suggested to follow up in writing people who were present for the first meeting. It is also proposed to contact CJOH as the PCC launching is news.

- 6. b) The matter of membership fee increase is brought up. This item will be discussed at a later date, once a membership committee is formed. A recruitment kit should also be created. Membership cards have been tendered and ordered. It is suggested that a recruitment officer be chosen or hired to do this task specifically. Many suggestions are given as to how recruitment should be done: getting education from the Canadian Chamber of Commerce (free), contacting business owners re: problems they face, recruiting these people to become active in solving said problems, etc. A recruitment officer would also make recruitment management simpler, since a limited number of people would be involved. It is general consensus that the 4 annual goals should be concise, realistic and preferably, at this time, short-term in order to help recruitment.
- 6. c) Betsy Farrell states that Board liability insurance is necessary and shall be handled by the new executive Board.
- 7. Establishing the 4 annual goals – deferred.
- 8. Betsy Farrell motions to discuss changing the PCC bylaws re: number of Executive Board members. Doug Gauthier seconds.

Q: Does the Board have the authority to change those bylaws?

A: Yes. It has been done a few times already. A draft of the bylaws has been made can still be modified. Later on, they can also be modified by voting at an annual general meeting, therefore by consensus. Some members argue that the Board must have and/or always has the ability to change bylaws without asking for a vote by members.

It is discussed that it might be better to set the executive membership to 5 instead of 3, to ensure adequate follow-up of projects and such.

There is much discussion as to the titles and responsibilities of the Executive Board members.

As for voting to change the number of Executive Board Members from 3 to 5, the results are as follows:

18 votes in favour

1 votes against

1 abstentions

Motion adopted: The Executive Board Membership will be of 5 people.

9. Betsy Farrell explains the electoral procedures concerning nominations and votes for members of the Executive Board.. The elections are presided by Dan Egan and Denis Lebrun.

The 5 positions are filled:

- President -----Jim Thompson
- Executive vice-president----Todd Hoffman
- Vice-president-----Mike Hodgins
- Vice-president-----Jean-Claude Rivest
- Secretary-Treasurer-----Betsy Farrell

Congratulations to all involved.

Addendum: Jim Thompson presents his vision of the next year for the PCC, most notably building consensus and increasing visibility/recruitment (for example: press releases, sales of memberships, email communication).

Betsy Farrell thanks everyone for their cooperation and support in starting up the PCC.

The date and time of the next meeting is to be determined.