

**PEACE RIVER BRANCH MINUTES**  
**2008 Second Meeting Minutes**  
**June 20<sup>th</sup> 2008**

Meeting Number 2_ 2008 080620	In Attendance: Greg Lever Brendan Miller Kevin Parsonage Don Buckland Dave Baker Al Zackodnik
Recorder: Al Zackodnik	

	TOPIC	DISCUSSION	RESPONSIBILITY / ACTION
	<b>Review / Update Old Business</b>		
1.	<b>Review &amp; Approval-</b> minutes of the June 4 <sup>th</sup> 2008 Meeting	<p>Typos identified for correction. Minutes approved with corrections.</p> <p>Teaching lesson planning for the bridge building out reach program should include CDs</p> <p style="text-align: center;"><b>New Business</b></p> <p>1) Review &amp; approval of previous meeting minutes            2) Actions coming out of minutes            3 Visit of APEGBC president to the branch            4) Tim Verigin June email            5) Other business                - Jim Jarvis injury                -election for Provincial Councillors            6) next meeting date</p>	<p><b>Greg Lever – Chair</b> Brendan Miller Don Buckland Al Zackodnik Kevin Parsonage</p>
	<b>Agenda</b>		
2	<b>Actions coming out of the minutes of June 4<sup>th</sup> 2008</b>	<p>Storage Space – Yellow line to be painted on the concrete floor setting apart APEGBC storage space</p> <p>BBQ to be transferred to new storage space from Devon storage</p> <p>Grant Requests from previous years need to be found and reviewed.</p> <p>Schedule presidents visit</p> <p>APEGBC Issues a) Note from Tim Verigin</p>	<p><b>Don Buckland</b> to arrange storage space to be delineated within storage facility</p> <p><b>Dave Baker</b></p> <p><b>All</b></p> <p><b>Greg lever &amp; Brendan Miller</b> to meet week of June 27<sup>th</sup>, 2008</p> <p><b>Al Zackodnik</b> to draft response by email to Tim. Copy to Janet Sinclair.</p>

	<p>Professional Development – Thursday evenings offered as the best time for potential events to be staged. Sept 11<sup>th</sup> 2008 identified as a potential date for the unconventional gas presentation.</p>	<p><b>Brendan Miller</b> to touch base with other professional groups to determine preference for timing of events and type of events to plan for then communicate with Mandy <b>Mandy Nelson</b>- set up events for October and November in advance and as soon as possible.</p>
<p>3. <b>Visit of APEGBC president to Branch</b></p>	<p>Greg &amp; Brendan to discuss framework for discussions and timing for the scheduling of the visit.</p>	<p><b>Brendan Miller</b> to touch base with the President to see if the Sept 11<sup>th</sup> 2008 date would work or whether there would have to be a delay of a week or more.</p>
<p>4. <b>Branch Issues for APEGBC</b></p>	<p>- the need to have APEGBC pay for travel for two representatives from each branch to attend the Association’s AGM. Currently APEGBC have indicated they will pay for only one rep to travel. This violates PRB terms of reference.</p> <p>-concern expressed for having to send email communications with the Peace River Branch membership through the Association Office in Burnaby.</p> <p>-the need for Branches to have Mission statements that are empowering. PRB needs to update its Terms of Reference</p>	<p><b>AL</b> to include in email to <b>Tim</b></p> <p><b>Al</b> to include in email to <b>Tim</b></p> <p><b>Al</b> to include in email to <b>Tim</b></p>
<p><b>Tim Verigin email</b></p>	<p>Need to keep track of communications with APEGBC. Need to make sure all communication get into the minutes.</p>	<p><b>Al Zackodnik</b></p> <p><b>PRB Executive</b> members to ensure copies of official communication with APEGBC are circulated to executive members</p>
<p><b>Other Business</b></p>	<p>Tims email had questions regarding the date for the presidents visit, what we needed for supplies regarding number of popcycle sticks and number of glue bottles, and the need for banners</p> <p>1) Issues to talk to other Branches about such as advertising and the split between what is done locally and what is done through central services. Video conferencing- what are the possibilities using Front Counter BC facilities or government agents facilities ( two different systems). The need for Mission Statements etc.</p>	<p><b>Brendan Miller</b> to communicate this general information to Tim. <b>Al</b> to advise name and make of glue to Brendan.</p> <p><b>Identify any issues to Greg</b></p>

- 2) Branch to wish Jim Jarvis a fast recovery following a recent motor vehicle accident.
- 3) Information on Bio's for Councillors
- 4) Remote Mount for Digital Gauge
- 5) Purchase of digital gauge
- 6) Purchase of compressor and tank
- 7) Integration of pressure cell into a graphic display
- 8) Thin Plexiglas shield to place between the crowd and the bridge busting machine (0.5meters X 1.0 meters X 1.3 meters)
- 9) Need for a check list for Engineering week

10) Grant Request

**Circulate Bio information**  
**Kevin Parsonage** to investigate  
**Kevin Parsonage**  
**Kevin Parsonage** to investigate cost of hardware

**Al Zackodnik** to cost

Checklist to be discussed at meeting. Al involved should come prepared.

**Don Buckland** to work on Grant request with assistance from executive.

***NEXT MEETING - JULY 24<sup>th</sup> 2008 Second Floor Beaton Building***