



Minutes - 2017 CMA Business Meeting

The CMA Annual General Meeting was held in the Theatre of the Coast Kamloops Hotel & Conference Centre, Kamloops, British Columbia on Wednesday, September 13, 2017. The Minutes of the 2016 CMA Annual Business Meeting and Agenda for the 2017 CMA Annual Business Meeting were distributed.

1.0 Meeting chair Ed Debicki called the meeting to order at 12:50 P.M.

2.0 **DISTRIBUTION OF THE MINUTES OF 2016 CMA BUSINESS MEETING:**

There were no errors or omissions in the minutes of the 2016 CMA Business Meeting. Adrian Garcia motioned that the minutes be accepted as presented. Ed Paski seconded the motion. Motion carried. Business arising from the minutes:

1. Ed Debicki and John Gregorchuk were to reach out to Standards Council of Canada (SCC) to investigate ways for improved communications. This was not completed, and Ed Debicki will undertake to communicate with SCC. Cathy Wylie and/or Jonathan Forrest will provide a contact at SCC which has undergone a number of changes in personnel.
2. Scott Daniels suggested that action needs to be taken to ensure CMA's history is captured. Ed Debicki will go through the files received from John Gregorchuk, and extract information which can be posted on the CMA website.

3.0 **2017 CONFERENCE CHAIRPERSONS REPORT:** John Andrew

The conference was successful. John was optimistic there will be a profit (gross revenue \$60K, expenses \$45K for an estimated profit of ~\$15K). There were had 37 booths, and 127 attendees. There were 30-40 CMA memberships sold as part of the Conference registration.

On behalf of the CMA, John Andrew and his organizing committee were thanked for hosting the CMA Conference and Exhibition in Kamloops. It was a very good event, held in an excellent venue.

4.0 **CMA TREASURERS REPORT:** Sean Murry

Sean Murry distributed copies of the CMA Financial Statement dated September 11, 2017, copies of the CIBC bank account statement ending July 31, 2017, and copies of the CMA's GIC renewal confirmation.

Sean reported that CMA is in good financial shape which will allow for continued funding of scholarships and equipment/program grants. The 2016 Sudbury Conference generated a profit of \$37K. In 2016, BCIT was presented with five \$1K scholarships which is \$2K above the annual \$3K. In 2017, BCIT will only be presented with one \$1K scholarship. There were no equipment or program grant applications in 2016 but this is expected to change in 2017 as the BCIT Fire Assay Certification Program will likely submit a grant application. The 2017 Kamloops Conference was advanced \$5K to cover start-up expenses. CMA has a ~\$20K GIC which renews automatically and is used as a cushion to ensure funds are available to fund scholarships.

Ed Paski moved that the treasurers report be accepted as presented. John Andrew seconded the motion. Motioned carried.

Ed Debicki thanked Sean Murry for serving as the CMA Treasurer in a volunteer (voluntold?) capacity.

5.0 **CMA MANAGING SECRETARYS REPORT:** Ed Debicki

Ed Debicki assumed the position as the CMA Managing Secretary on December 1, 2016 upon the retirement of John Gregorchuk.



Several documents were updated including the Individual and Corporate Membership Forms, and the CMA Information Brochure. Documents outlining the Benefits of Individual and Corporate Membership were developed.

Benefits of the \$500 annual Corporate Membership were enhanced to include one Individual Membership (\$50), and a \$100 rebate for any Corporate Member who purchases an exhibitor booth at the CMA Conference. The \$100 will be rebated directly by the CMA to the exhibitor.

The French translation of the CMA logo was revised after consulting with several French translation specialists.

CMA advertising and communication included updates to the CMA website, production of two CMA newsletters, and reactivation of the CMA Facebook page. The Facebook page was set up in 2012 by the Quebec City organizing committee. In collaboration with Claisse, attempts are being made to recover the administration password for the Facebook page

Liaison with the Society of Mineral Analysts (SMA), which is the CMA's USA counterpart, was maintained. Regrettably, the SMA was forced to cancel its annual conference in late September 2017 due to insufficient delegate registrations, technical paper submissions, and exhibitor booth sales.

Accurassay Laboratories Ltd. filed for bankruptcy on February 27, 2017. Accurassay owed CMA \$250, and a creditor's claim was filed with the official receiver MNP Ltd. It is anticipated that the CMA will not receive the \$250.

6.0 2018 CMA CONFERENCE AND EXHIBITION:

The 2018 CMA Conference and Exhibition (50th Annual Conference) will be held in Trail/Rossland, British Columbia, September 9-13, 2018, and hosted by Teck Metals Ltd. John Andrew moved that Trail/Rossland be accepted as the 2018 location for the CMA Conference. Elaine Woo seconded the motion. Motion carried.

John Andrew moved that Richard Bredl (Teck Metals Ltd.) be appointed as Chair for the 2018 CMA Conference. Ed Paski seconded the motion. Motion carried. Richard Bredl will advise the CMA when the Conference website has been established, and the hotel venue has been finalized.

Jennifer Boss (2018 Conference organizing committee member) would like to reach out to the SMA with an invitation for their members to attend the 2018 CMA Conference. Sean Murry will provide an e-mail list of SMA members.

7.0 CMA REGULAR BUSINESS:

Sean Murry agreed to continue as CMA Treasurer. Adrian Garcia made a motion that Sean Murry continue as the CMA Treasurer for 2018. Ed Paski seconded the motion. Motion carried.

Ed Debicki agreed to continue as the CMA Managing Secretary. Jonathan Forrest made a motion that Ed Debicki continue as the CMA Managing Secretary. Cathy Wylie seconded the motion. Motion carried.

With the CMA being in good financial shape, Sean Murry recommended that the membership fee structure for 2018 remain unchanged for individual (\$50), student, retired and inactive (\$25), and corporate (\$500) memberships. Jennifer Boss made a motion that the 2017 membership fee structure remain the same for 2018. Richard Bredl seconded the motion. Motion carried.



8.0 NEW BUSINESS:

Sean Murry, Jonathan Forrest and Ed Debicki make up the Steering Committee (SC) which serves as an informal CMA executive. The SC's duties are: 1) seek out organizations and individuals who are willing to take on the CMA Conference in future years, and 2) review and approve applications for scholarships and equipment/program funding. In view of the 1st CMA Conference and Exhibition being held in Rouyn-Noranda in 1969, unsuccessful attempts were made with CMA members and organizations in Rouyn-Noranda to host the 50th Annual CMA Conference and Exhibition. The 2018 CMA Conference and Exhibition was awarded to Trail/Rosland, BC.

Due to the cost, time and the current trend for new computers not to have DVD readers, Scott Daniels recommended the CMA eliminate the production of the annual Conference DVD. In its place, the information should be posted on the CMA website on a 'member's only' page, accessible by password. John Andrew, with Elizabeth Sirianni's assistance, agreed to forward copies of the technical presentations to the Managing Secretary as soon as confidentiality waivers can be obtained from each author.

9.0 OTHER BUSINESS:

The Managing Secretary recommended that the name of the Annual CMA Business Meeting be changed to the CMA Annual General Meeting (AGM) starting with the 2018 meeting.

The Managing Secretary recommended that the name of the CMA Business Luncheon be changed to CMA Luncheon starting with the 2018 CMA Conference. A number of CMA Conference delegates do not attend the luncheon because of the perception that business is conducted during lunch. This should increase attendance at the CMA Luncheon.

Discussion was held on making several format changes to the annual CMA Conference:

- 1) the exhibit booths should be shut down after coffee break on Wednesday morning due to the lack of traffic. This would enable exhibitors to tear down their booths and attend the CMA Luncheon. John Andrew will contact the exhibitors to determine whether this is an acceptable change. A suggestion was also made that the exhibit area open on Monday afternoon for several hours (starting at 3 pm?) prior to the wine and cheese reception. It was argued that the wine and cheese reception and time during the Conference provides exhibitors with enough time to interact with their clients.
- 2) the wine and cheese reception should be extended to more than two hours. It was pointed out that many of the exhibitors take their clients out for dinner following the wine and cheese reception.
- 3) additional technical talks should be added to the program. There was no support for this suggestion.

On behalf of the BCIT Fire Assayers Certification Program, Elaine Woo expressed a heart-felt thank you to the CMA for the scholarship funding and equipment grant funding in support of the students and the program at BCIT. Sean Murry asked the members to reach out to academic institutions that might be eligible to receive CMA scholarship funding.

Adrian Garcia, Rocklabs, suggested equipment suppliers such as Rocklabs may be prepared to fund an equipment purchase at BCIT on a 50/50 CMA/Rocklabs basis. This may be perceived as a conflict of interest where CMA was favouring one equipment supplier over another. Elaine Woo at BCIT (or anyone at any academic institution) should work out a bid purchase price with the vendor and then apply to the CMA for equipment funding.

Ed Paski asked if the CMA could investigate the electronic transfer of funds (ETF) for the payment of the CMA annual membership fees because some banks are eliminating the use of cheques. Sean Murry will approach the CMA bank to see if ETFs are a possibility. There may be other vehicles, such



as Shopify and interact, for the payments made to the CMA. These may have significant service charges and tracking issues (inability to identify who sent the payment).

10.0 ADJOURNMENT:

There was no other business from the floor so Ed Debicki asked for a motion to adjourn the meeting at 1:45 pm. John Andrew made a motion for adjournment of the CMA AGM. Jonathan Forrest seconded the motion. Motion carried.

ACTION ITEMS ARISING OUT OF THE MINUTES:

1. **Ed Debicki** will communicate with the Standards Council (SCC) of Canada to determine how the CMA can promote the SCC activities, and how the SCC can promote the annual CMA Conference and Exhibition.
2. Due to recent personnel changes at the SCC, **Cathy Wylie** and/or **Jonathan Forrest** will send Ed Debicki the name of the primary contact person at SCC.
3. **Ed Debicki** will sort through the CMA files received from John Gregorchuk to document the CMA history.
4. **Ed Debicki** will continue efforts to reactivate the CMA Facebook page provided the administrative password can be obtained from the person who set up the page in 2012.
5. **Sean Murry** will provide Jennifer Boss with an e-mail list of Society Mineral Analysts (SMA) members.
6. The CMA Steering Committee will continue to identify an organization or group of individuals prepared to host the 2019 CMA Conference and Exhibition.
7. **John Andrew** and **Elizabeth Sirianni** will forward copies of the technical presentations when confidentiality waivers have been received from the authors.
8. **John Andrew** will canvass the 2017 CMA Conference exhibitors to determine if they agree to shutting down the exhibit area immediately following the coffee break on the Wednesday of the Conference.
9. **Sean Murry** will investigate the possibility of setting up electronic transfer of funds (ETFs) for the payment of the members' annual membership fees.