



## **Fall Retreat AGENDA, September 11, 2017**

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*MISSION STATEMENT: To promote the role of our industry (road building, aggregate, bridge, sewer and water main construction firms as well as supporting businesses) in the construction and maintenance of sustainable infrastructure.*

Outstanding items from the August meeting.

- ✓ Approval of July 12 minutes and expenses

### **1.0 Executive Report**

#### 1.1 Minutes (AH)

- ✓ Approval of August 9 minutes

#### 1.2 Treasurer's Report (RS)

- ✓ 1.2.1 Ratify September's expenses

### **2.0 Education Series**

#### 2.0.1 Topics - suggestions included the following:

- ✓ City's web based management system
- ✓ Claims/Scope management
- ✓ VPM
- ✓ Job site inspections
- ✓ Locates – one call/gas line strikes (TSSA)
- ✓ Traffic Control
- ✓ Mental illness
- ✓ Contract inefficiencies

#### 2.0.2 Logistics – how many sessions/locations?

- ✓ Industry Outlook to be maintained on our own at the Centurion
- ✓ Looking to maintain CEO (\$4000) and City involvement in Education Series (Ben Franklin location)
- ✓ Hoping to improve attendance of Contractor members

### **3.0 Executive Director Update**

3.0.1 Full time position search – JF provide a status update on applicants to the board

3.0.2 Executive Address – DH presentation to the board

### **4.0 Event Recap**

4.0.1 Sponsorship Revamp – sponsorship has been very important for our Association's revenues. All directors need to push the sponsorship program a little more in order to hold successful events.

4.0.2 Number of events - too much, just right, or not enough? – After some review of our regular events it was decided to hold one 40<sup>th</sup> Anniversary golf tournament in 2018. It was decided all other events will continue as planned.

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4.0.3 2018 Board Strategic Planning – biggest focus in 2018 will be:

- ✓ Web based Contract Planning
- ✓ City of Ottawa Restrictions
- ✓ VPM – perhaps NCHCA should work closely with the OCA on this issue

4.0.4 2018 NCHCA Directory – decided to maintain printed version of directory

4.0.5 NCHCA Website – Social Media Marketing – domain problems are delaying the launch of the new website. Leon Switzer has volunteered to take care of Facebook and Instagram for the NCHCA.

4.0.6 40<sup>th</sup> Anniversary Golf Tournament – shooting for a June timeframe in 2018; double shotgun; location to be determined however looking at Greyhawk GC at this time.

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