



**CASPR Executive Meeting - Agenda  
January 21<sup>st</sup>, 2016 (2:00 pm EST)**

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Marlene or Carly to log in as the Moderator.

Dial-in info:

Number: 1 866 261 6767

Participant Code: 57500645#

Moderator Code: 93744824#

Invitees: Marlene Young, Jill Cappa, Jill Croteau, Kimberley MacKinnon, David Kay, Brenda Warren, Margaret Kennedy, Nathaniel Izzo, Fanny Vavoulis, Brenda Taylor

Regrets:

STAFF: Carly Nienhuis

<b>Agenda Item</b>		
<b>1.0 Welcome</b>	1.1 Call to Order	
<b>2.0 Agenda &amp; Meeting Minutes</b>	2.1 Approval of Agenda	M Young
	2.2 Adoption of Previous Meeting Minutes (November 2015)	
	2.3 Declaration of Conflict of Interest	
<b>3.0 New Business</b>	3.1 CASPR Job Board – update	Carly
	3.2 Sponsorship Chair update	Marlene

<b>4.0 Standing Reports Including Strategic Planning Updates</b>	4.1 Treasurer's' Report	J. Croteau
	4.2 Membership Committee Update	B Taylor
	4.3 Education Committee Update	J Cappa
	4.4 Sponsorship Committee Update	
	4.5 Communications Update	D Kay
	4.6 CaSPR Conference Update	B Warren M Kennedy Committee Chairs
<b>5.0 Next Meeting</b>	February 18 <sup>th</sup> , 2016	