

**BES Executive PAC Meeting  
September 30, 2019**

**Agenda**

- Treasurer position confirmed vacant. Executive to appoint this position as per constitution and bylaws
- Informal discussion suggests vice position may become vacant and Vicki should attend as she's been identified as a possible replacement.

**Meeting Minutes**

Attendance: Jen Crosman, Colleen Tremblay, Candice Kruger, Vicki Maddocks (non-voting)

Our elected treasurer for this year has confirmed she is unable to fulfill her duties this year. We are now in need of a new treasurer. Michelle has continued the treasurer duties while we waited for confirmation and has offered to stay on as treasurer this year if needed, which would leave us needing a vice chair. No other individuals had put their names forward for treasurer during the AGM but there was interest shown from Candice to step in. Candice no longer feels she would have the availability to step into this position. In the event Michelle continues on, we will continue to seek out someone to shadow her in hopes of a smooth transition next year.

**Voted all in favour of Michelle continuing as Treasurer**

Vicki was suggested as a new vice chair. Again, there were no other individual names put forward at the AGM for this position. She attends all meetings and we feel she is qualified for this position. Vicki has agreed to step into the position.

**Voted all in favour of Vicki stepping into the role of Vice Chair**

Next steps are to submit our PAC registration to the District and have code of ethics signed by Vicki and adjusted by Michelle.