



Provincial Glaziers Association of Alberta

Bay 3, 7471 Edgar Industrial Bend, Red Deer, Alberta, Canada T4P 3Z5

Minutes for PGAA Directors Meeting 2018-05-16 09h00
Alberta Glass Edmonton Boardroom and Online at Go To Meeting

Attendees: Gary Porter Ross Wady Rick Makepeace
 Mei Whyte Keith Wallace Darin King
 Taylor Wight

1. Call to order @ 9:02 am
2. Approval of minutes from last meeting (2018-03-21) attached
 - a. Rick Makepeace made a motion to accept, Darin King seconded the motion. All approved, none opposed.
3. Additions or deletions to the agenda. None noted. Approved as submitted.
4. Reports: Copies to be sent out to everyone the day prior:
 - a. Treasurer – Mei Whyte
 - i. Balance sheet and income statement is attached
 - ii. Just billed GAMA and GTA, have not yet received payment from them yet.
 - b. GAMA – Darin King
 - i. 6 New GAMA members since January
 - ii. Gearing up for GAMA golf tournament in June
 - c. GTA – Rick Makepeace
 - i. Golf Tournament on May 26th, 2018
 - ii. Volunteer drive at the end of this month
 - iii. September meeting at SAIT Edmonton in conjunction with SAIT's 10 year anniversary
 - d. PAC – Ron Walder
 - i. No new report
 - ii. Looking for new members to fill vacancies
 - iii. Will post job description on website once Ron sends it out.
 - iv. Ross Wady will bring this up at the next GTA meeting as well.
 - e. CGA – Keith Wallace
 - i. No new report
 - f. ACA – Keith Wallace (Safety) and Gary (Contracts and Government Action)
 - i. 150 changes to OH&S are coming... but changes are not clearly outlined yet
 - ii. Looking for employers (companies) to help extend averaging agreement from 12 weeks to 32 weeks. **Please contact Gary Porter to offer support?** Proposing a letter that would be sent to interested companies that they and their employees could sign and send back. Gary to send copies to interested parties.

- g. Technical – Brent Harder None received
 - h. SAIT – Brian Risbey/Gene Aquilini None received
 - i. Certificate of Leadership – Brad Simpson None received
 - j. WebSite – Gary Porter/Keith Wallace
 - i. Keith and Taylor has been trained on the website and will be updating the membership list shortly.
 - k. PGAA Past President – Ross Wady P
 - l. Education – Regan Hoet/Wolfgang Kron A
 - m. Secretary – Taylor Wight P
 - n. Master Glazier Program – Ross Wady/Jim Brady/Richard Neal
 - i. Master glazer program is done for now (putting it on hold), it is not getting the industry support that it needed to keep going.
 - ii. Need to decide if/how we will be able to carry on this program in the future.
 - iii. Perhaps more advertising/marketing within the glazing industry, outside of association would help. Social media may be one avenue to do this.
 - iv. Would it be possible to find all of the glazing shops (in and out of the associations) in order to market to them better? C-Jay, All Glass Parts, Alumicor, Kawneer, Vitrum, Vitro, and OldCastle might all be helpful here.
 - v. Ross and Gary to meet and plan our approach to SAIT.
5. Old Business
- a. Master Glazier Program-Marketing effort. What are our next steps? When will Structural Glazing and Specialty Glass be ready? What courses, if any, will we move forward with next? We need a clear, concise plan.
 - b. Board handover kit presented as partially completed for this year. Gary will finish as data is available.
 - c. Director's Insurance. Do we have anything in place? Mei to review the payables to see if we have ever paid anything.
 - d. Mei is still looking into whether we funded an AIT scholarship. Did we ever make a one time contribution to a PGAA award?
6. New Business
- a. Potential executive assistant/director opportunity for PGAA/GAMA/GTA. We have had the briefest of discussions, with GTA and GAMA, and it would seem that no one has any budget for this. Costs still need to be worked on. Is a part-time position even possible?
 - i. A couple companies were suggested for this type of position, nothing has come of that yet. Need to find out the costs of the services they would provide.
 - ii. Social media as an avenue for marketing and reaching outside of the organization was discussed. See attached social media manager document for more information on the potential of social media.
 - iii. To be a topic of discussion at our July meeting.

- b. What will be our mandate be moving forward into 2018 and beyond? Without the Master Glazer Program, what is the value proposition going forward? What do people expect from the associations? Everyone is to talk to at least two companies within the association and find out what people are looking for from the association.
 - c. Golf tournament and other fundraising opportunities. **Dwayne, how are we coming on this and what assistance do you need?** Need to get the Eventbrite up and running.
- 7. Round Table – Other Comments, news, or issues.
 - 8. Next Meeting-AGM 2017-07-18, 09h00, online via Go-To-Meeting. Skills is Thursday and Friday, May 31 – June 1. Thursday & Friday,
 - 9. Next PGAA meeting July 18th

Motion to adjourn @ 9:52 am Ross Wady motioned and Rick Makepeace seconded. All in favor.

Taylor Wight
Secretary, PGAA
taylor@laytonconsulting.com 403 815 0215