

Board of Directors Meeting

Date: Monday, September 3rd, 2018 18.45
Place: Vienības gatve 109, Technical Partners office
Attending: Board: Kintija Barloti, Inta Ciniņa, Ed Kalvins, Henrik Mjoman, Indra Sproģe-Kalviņa
Audit Committee: Arvids Godjuks, Dzintra Renigere, Jan Welitz
Absent:
Chair: Ed Kalvins
Minutes: Inta Ciniņa

1 Minutes of Meeting:

- 1.1 Appointment of Secretary for the purpose of taking minutes of the board meeting.**
- 1.2 Previous minutes:** MR-1803

2 Finance and Administration

2.1 Financial report update

2.2 Compensation issues / Sustainability

- 2.2.1 171005 KS – CanCham sustainability study.
- 2.2.2 171030 – Board: Review of membership categories and associated fees.
- 2.2.3 171030 – AG: Dealing with non-paying members / automated system.

2.3 Work groups

- 2.3.1 171030 – Board: Review of system and members.
- 2.3.2 180820 - IC to invite work group leaders to the board meetings as non-voting board members.
- 2.3.3 Group Leader Participation on the Board

2.4 Business Cards

3 Statutes

3.1 Ethics Committee Regulations

170406 – Board: no change. It is still work in progress.

4 Membership

4.1 New Members

4.2 Current membership status

4.3 Promotional initiatives

- 4.3.1 171030 – KB: Kintija Barloti - incentives
- 4.3.2 171030 – HK: Press releases

5 Audit Committee

6 Events

6.1 Annual General Meeting

See <https://drive.google.com/drive/folders/1ryL2ZxbBauEsvx44s24HsVpastC64zMq>

Time-line for information being prepared for AGM:

- September 3rd, 2017 Board Meeting to Approve information being sent for annual meeting
- September 9th, 2017 Latest date that Information can be sent out to members
- October 1st, 2018 Annual General Meeting

6.2 Upcoming events

- 6.2.1 **Daugavpils Business Forum** on September 20-21
- 6.2.2 **Monday, December 3 at 18.30** – CanCham Christmas.

- 180820 KB and ISK – recommend location at the next Board meeting.

7 Other Business

8 Next meeting

9 Closing