

CANADIAN INSTITUTE OF PUBLIC HEALTH INSPECTORS
ENVIRONMENTAL HEALTH FOUNDATION
INAUGURAL MEETING

July 13th, 1989 Ottawa, Ontario

ATTENDING: George Gregg, C.P.H.I. National Pres., Truro, N.S.
Tim Roark, C.P.H.I. Maple Ridge, B.C.
Doug Terry, C.P.H.I. Melfort, Saskatchewan
Charles Young, Instructor British Columbia Inst. of
Technology
Dean Sargeant, C.P.H.I. Winnipeg, Manitoba
Bruce Fortin, C.P.H.I. Timmins, Ontario

REGRETS: Dr. B. Bonham, M.H.O. Calgary, Alberta
Dr. F. White Head Epidemiology P.A.H.O. Trinidad
Mr. T. Gable Industry N.S.F. Ann Arbor, Michigan

Meeting called to order by Tim Roark and brief discussion
ensured regarding the key concerns and objectives of the
Foundation.

Election of Officer for the Foundation

Chairman - T. Roark - nominated by D. Terry
seconded by C. Young
- carried -

Vice Chairman - G. Gregg nominated by D. Terry
seconded by B. Fortin
- carried -

Secretary - D. Sargeant nominated by C. Young
seconded by G. Gregg
- carried -

Treasurer - C. Young nominated by D. Terry
seconded by B. Fortin
- carried -

Resolution: presented by C. Young
"to take such steps as is necessary to make application for
the Foundation's Tax Number"
seconded by B. Fortin
- carried -

Discussion regarding the establishment of a Trustee Selection
Committee to locate suitable additional individuals to participate
on the Foundation Board.

Resolution: presented by C. Young

"that D. Terry be appointed as chairman of the Trustee Selection Committee, and that he be given the power to add."

seconded by B. Fortin

- carried -

Discussion regarding frequency of meetings, next meeting will depend upon receipt of tax number and subsequent funding. A telephone conference call between trustees is the most viable alternative as the next form of meeting.

Discussion regarding acceptance of funds that leave stipulations or restrictions attached. No resolutions forthcoming.

Resolution: presented by C. Young

"That the chairman contact all absent trustees to confirm continuance on the Board"

seconded by G. Gregg

- carried-

Discussion regarding development of a project bank with prioritization by Board to maintain a workable number. Suggestion by D. Terry to request C.I.P.H.I. membership input via a call for proposals in the E.H.R.

Discussion regarding the Foundation application for registration or membership in the Canadian Centre for Philanthropy for advertisement purposes at a cost of approximately \$250.00. To be considered after tax number approval and funding begins.

Discussion regarding Foundation letterhead/logo and introductory package, as this will require funding C.I.P.H.I. letterhead will be used initially. The Executive Directors letterhead will be used to establish an Ottawa address.

Discussion regarding the need for a \$300.00 startup from National. G. Gregg to discuss with the National Executive.

Discussion regarding letterhead and logo. D. Terry offered to contact a designer whom he knows for prices. To be presented back to the Board for consideration.

Discussion regarding Executive Directors relationship with the Foundations Board. It was decided that the Executive Director's Ottawa address will be used by all board members using C.I.P.H.I. letterhead (for the present) and Executive Director will re-route the return mail to the appropriate individual.

An up-to-date mail list including FAX numbers is to be provided by T. Roark to all Foundation Board members.

Resolution: presented by D. Terry

"That the Chairman send letters of board appointments to employers".

seconded G. Gregg
- carried -

Motion to adjourn

C. Young
seconded B. Fortin
- carried -