ADRIA BOARD OF DIRECTORS MEETING MINUTES
HELD IN EDMONTON
ON SATURDAY, JANUARY 16, 2016

Attending: Stan Galbraith, Chair; Alasdair MacKinnon C.Med.; Michelle Simpson, C.Med., C.Arb.; Barrie Marshall, (Secretary); Joanne Munro, C.Med.; Jeffery Jessamine, Q.Arb. (via conference call); Dolores Herman, Q.Med.; Wendy Hassen C.Med.; W. Donald Goodfellow, C.Arb.; Chuck Smith, Q.Med.; Mike Hokanson, Q.Med., Q.Arb. (Treasurer) (via conference call for Agenda item 6.3) and Paul Conway (Executive Director)

Regrets: N/A

MEETING COMMENCES: 8:12 a.m.

1.0 Welcome & Agenda Review

1.1 Welcome/Call to Order

The President, Stan Galbraith, welcomed the Board members to the meeting.

1.2 Review of Agenda Items and Addition of Any Items

There were no further agenda items.

BOARD MOTION:

It is moved by Alasdair MacKinnon, and seconded by Wendy Hassen, that the agenda be approved. Approved unanimously.

2.0 Minutes of Previous Meeting(s)

2.1 October 31, 2015 (Board meeting)

Barrie Marshall raised the fact that the minutes do not reflect the discussions respecting the amendments agreed to regarding the Board Policies amendments. Mr. Galbraith indicated he would request from Mr. Marshall and Ms. Herman their notes respecting those discussions, should he require them.

BOARD MOTION:

It is moved by Chuck Smith, and seconded by Joanne Munro, that the October 31, 2015 Meeting Minutes be approved. Approved unanimously.

2.2 December 1, 2015 (Board Discussion/Teleconference)

BOARD MOTION:

It is moved by Alasdair MacKinnon, and seconded by Dolores Herman, that the December 1, 2015 Meeting Minutes be approved. Approved unanimously.

3.0 Declarations of Conflict of Interest

Don Goodfellow indicated that he may well have a conflict of interest respecting any discussions regarding the AAMS/ADRIA relationship. Other Board members expressed the view that it was not necessarily a conflict of interest for Mr. Goodfellow to participate in those discussions, but that Mr. Goodfellow could exempt himself from the discussions should the need arise.

4.0 Business Arising

4.1 AAMS/ADRIA joint meeting

The President recapped some of the discussions from the joint AAMS/ADRIA meeting the night before and indicated that he felt that those discussions had been worthwhile and productive. All other Board members agreed that the meeting had been very worthwhile and that the discussions had been open and candid.

Mr. Galbraith indicated that there had been issues arising out of the discussions at that meeting:

1. Composition of the Board – whether the existing "gentleman's agreement" whereby two AAMS Board members serve on the Board of ADRIA, should continue.
2. Whether there should be a committee struck to review the various options available to better provide for collaboration of the two Boards.

Wendy Hassen reminded the Board that, when the two boards were established, two and a half years before, the representation of Board members on each board was done by design.

Michelle Simpson indicated that such representation poses a potential for conflict of interest.

Mr. Goodfellow restated his concern that the amendment of ADRIA's Mission Statement permitting ADRIA to promote the use of ADR by the public, poses a real risk for conflict with AAMS, given that such work is the purpose of AAMS.

Chuck Smith stated the views of the other members of the Board that there has always been and will continue to be a spirit of collaboration and co operation between the two boards and that the representatives on each Board was a reflection of this. He likened it to the situation of ADRIC and ADRIA.

Michelle Simpson indicated that she wanted to better understand the concerns of Mr. Goodfellow or AAMS.

Barrie Marshall reminded the Board that there had been a fairly significant discussion of this at the previous night's meeting and that there appeared to be a consensus that there would be no conflict as long as ADRIA was aware, and it was always front of mind for ADRIA, that any initiatives taken by ADRIA aimed at public education should be done on a collaborative basis with AAMS whenever practical.

Stan Galbraith stated that there was tremendous room for collaboration between the two boards and that there was a desire on the part of both boards to see both succeed. He then reminded the Board that, when Mr. Goodfellow's term expires in May, there will be no AAMS Board members on the ADRIA Board as per the previous "gentleman's agreement".

Discussions then ensued about the establishment of a committee to study methods of cooperation that link the two boards but do not compromise the existence of either.

Don Goodfellow then left the meeting at 8:45 to permit further discussions on this issue.

Mr. Goodfellow returned to the meeting at 8:55.

BOARD MOTION:

It is moved by Michelle Simpson, and seconded by Wendy Hassen, to appoint a committee to study mechanisms for collaboration and cooperation of the boards of AAMS and ADRIA, to report by mid March. ADRIA's representatives on this committee will be Barrie Marshall and

Paul Conway and it's terms of reference are to provide several options for consideration by the boards respecting the enhancement of collaboration and cooperation between the two boards that do not, in any way, compromise the charitable tax status of AAMS. Approved (Don Goodfellow abstaining).

ACTION ITEM:

Paul Conway to request that AAMS designate two individuals from its Board for this committee.

4.2 ADRIA 2016 Board Expense Policy

The ED advised that the policy has been slightly modified and that the mileage paid will remain at $.45 per kilometre. Meal compensation rates based upon the federal government model have been updated and provided as guidance only. He also advised that ADRIA President and/or ED should be made aware of any extraordinary expenses in advance.

Dolores Herman questioned why the provincial guidelines were not used, to which the ED responded that such guidelines hadn't been updated in several years.

Mr. Goodfellow inquired as to whether there had been any complaints, to which the ED replied that there had been none.

BOARD MOTION:

It is moved by Dolores Herman, and seconded by Barrie Marshall, that the 2016 Board Expense Policy be approved. Approved unanimously.

4.3 ADRIC Committees

ToR and Policy

Board Volunteers

The President referenced the exchange of emails included with the agenda materials respecting a letter to be sent by ADRIA to ADRIC expressing the need for an overarching policy respecting the relationship between ADRIC committees, the ADRIC Board, and provincial affiliates, as well as terms of reference for the committees.

The ED reminded the Board of the early discussions that there needs to be a master template regarding terms of reference that can be modified, as needed, by each committee.

Mr. Goodfellow and the ED each remarked that ADRIC committee members often are not members of affiliate organizations. In this regard, the ED stated that he had proposed to ADRIC it should be ADRIC policy that any committee members should be members of affiliate organizations but that the President and Executive Director of ADRIC had disagreed in that regard. He also advised that the ADRIC's ED advised him that ADRIC will be adopting a policy that no ADRIC committees will be chaired by staff members.

ACTION ITEM:
The letter to ADRIC will be finalized and sent.

ACTION ITEM:
The adoption of the overarching policy and terms of reference will be a matter considered by the MoU Task Force.

4.4 ADRIA logo & Licensing Agreement

The ED reported that the ADRIA website, with the new logo, is now up and operational. He further advised that it is still a work in progress.

Stan Galbraith indicated that he and ED had reviewed the licensing agreement and are satisfied that it will not unduly confine ADRIA in its use.

The ED indicated that work has yet to be done in expanding its use on, for example, letterhead and banners. He advised that it has been, so far, well received.

Mr. Galbraith indicated that he wants to see ADRIA members making greater use of the "ADRIA Member" logo on business cards and websites and that, on their own websites, their logos should be linked to the ADRIA website.

Michelle Simpson indicated that she was pleased to see that ADRIC was not levying a charge for use of the logo and that this was an indication of good faith.

4.5 ALRI letter

The President and ED advised that the letter, included with the agenda materials, has been finalized and sent to the ALRI and otherwise copied to the Ministers of Justice, Service Alberta, and Culture and Tourism.

Wendy Hassen suggested that this should be mentioned in the newsletter.

ACTION ITEM:
The next ADRIA newsletter will reference the work done by ADRIA in responding to the ALRI report.

4.6 Conference calls for Board of Directors
Policy, dates, timings

Stan Galbraith reminded the Board that it had been agreed at an earlier meeting, to reduce the number of agenda items for Board meetings and to deal with urgent matters, hour long conference call meetings would take place the second Tuesday of each month. He stated that the Board had experienced difficulties in achieving quorum for these meetings. He requested a renewed commitment from Board members to make themselves available for such conference calls.

Don Goodfellow advised that Board may be in danger of meeting too much and, indeed, may be straying into operational matters.

The ED stated that these conference calls have been very useful in dealing with urgent matters and, to his knowledge, had dealt only with policy matters. Other Board members agreed with the ED in this regard.

The Board agreed to continue using the conference calls but to be mindful of the need to avoid dealing with any operational matters or permitting conference calls to be overused.

4.7 Membership fee increase

The ED reported that the fee increase had proceeded smoothly with no complaints.

4.8 Designations Committees ToRs

The ED advised that the Board had asked that the Terms of Reference and composition of the designations committee be posted on the website in the interests of transparency and that this had now occurred.

5.0 Bylaw and Policy Updates

The President advised that he has not completed this task but that it will be finalized by the next meeting.

Dolores Herman stressed the importance of getting the Policies updated and posted on the website.

6. Reports

6.1 President

Stan Galbraith advised that he had no formal report prepared but that anything he needed to report on would be dealt with under the various agenda items.

The President did, however, advise that he had received a complaint letter the contents of which are confidential. He pointed out, however, that the complainant did not follow ADRIA's Complaints Policy and, accordingly, it would not be appropriate for the President to respond. The letter would be referred to the ED for a response in accordance with the Complaints Policy.

6.2 ED

The ED highlighted some of the items set out in his report included with the Agenda materials.

- The membership numbers are encouraging.
- There is a great deal of education happening.
- 2016 is off to a great start with ADRIA having entered into a training contract with Alberta Health Services
- The Cree Nation has signed up 20 people for ADRIA courses. (In this regard, Joanne Munro and the ED stated that the First Nations present a great potential for new members and additional revenues. Mr. Galbraith indicated that the First Nations and Alberta Justice have experienced difficulties in their relations in the past and that there was an opportunity for ADRIA to build bridges in this regard and that this should be drawn to the attention of the Government of Alberta. Michelle Simpson stated that this should also be put on ADRIA's website.)

- The ED advised that ADRIA has a new contract with Alberta Health Services. (Stan Galbraith congratulated Tammy Borowieki and Joanne Munro on this contract and its design.)

- The ED requested directions with respect to the posting of the new Strategic Plan on the website. Wendy Hassen recommended that it be a one pager regarding the Strategies but excluding the benchmarks. Michelle Simpson advised that it should go to membership only since the Strategies are measuring stick for the Board. Stan Galbraith advised that it is, indeed, helpful for the public to see what it is that the ADRIA Board is doing to achieve its Mission and Vision.

The ED advised that proper website design can avoid the risk of the website becoming to "cluttered" by things like the strategies.

ACTION ITEM:

The ADRIA Strategic Plan including strategies to be posted on the ADRIA website.

- ADRIA's staff is working on a marketing blitz to law firms and, in this regard, the ED is working on compiling a list of firms. Staff is also working on marketing materials for use by Board members.

- Regarding networking, staff has sent draft MoUs out to four separate organizations and that there was an upcoming networking luncheon at with Dennis Edney will be speaking. Four staff members have been invited and their costs have been paid in thanks for their efforts on the ADRIC conference. Michelle Simpson suggested that ADRIC should consider partnership with the Canadian Bar Association regarding the Alberta Law Conference.

- Respecting HR, the scheduling the staff as part time with "surge" capacity as needed allows the ED to mitigate budget pressures. Michelle Simpson commented that the Board needs to be sensitive to the issue of contract employees on a basis that gives rise to them being deemed by the CRA as employees and thereby attracting potential liability for directors.

BOARD MOTION:

It is moved by Joanne Munro, and seconded by Alasdair MacKinnon, to accept the ED's report. Approved unanimously.

6.3 Treasurer

Mike Hokanson delivered his report via conference call. He stated that his report is not yet finalized as he does not have final numbers from 2015 and that there are matters he has yet to discuss with the ED and the accountant. By way of general comment, he stated that ADRIA has done a good job of mitigating the financial issues in 2015 but that it will suffer a loss of approximately $7,500 (1.5% of the total revenue). He stated that this could have been a great deal worse. He advised that the 2016 AGM and Conference won't be as great a cost to ADRIA

as last year's ADRIC Conference and will, in turn, generate revenues, unlike the ADRIC Conference.

He also advised that governance expenses were up likely due to unusual travel expenses.

The major revenue streams are stable, although secondary revenue streams are somewhat diminished.

He advised that ADRIA has been able to salvage most of the courses it was concerned about being cancelled in the fall.

Respecting the 2016 budget, he and the ED have matters yet to discuss with the accountant but that a $6,000 profit is being anticipated which takes into account the current economic climate. Without the distraction of the ADRIC Conference, ADRIA will be better able to focus its energies on generating new revenues.

Wendy Hassen stated that the impact of the conference on ADRIA's budget should be drawn to the attention of future committees and affiliates. In this regard, Mike Hokanson and Wendy Hassen stated the need for there to be a proper cost benefit analysis done in terms of providing feedback to ADRIC so as to insure that different options and approaches might be explored.

The ED advised that some ADRIA initiatives had been delayed somewhat because ADRIA was waiting for ADRIC to finalize its own policies.

Michelle Simpson advised that, some of this delay, may well be due to uncertainties associated with corporate members and that ADRIA may need, in some instances, to move forward with initiatives if ADRIC delays appear to be inordinate.

ACTION ITEM:

Mike Hokanson will prepare an informational report for the Board once he has had his discussions with the ED and the accountant.

BOARD MOTION:

It is moved by Barrie Marshall, and seconded by Wendy Hassen, to accept the Treasurer's Report. Approved unanimously.

6.4 Governance Committee

Dolores Herman reported that the Governance Committee has two major tasks upcoming:

1) The Board annual performance assessment.
2) Board recruitment

Respecting the first item, Ms. Herman advised that a survey has been used for the past two years. The Governance Committee would be examining whether a similar survey would be necessary this year and, if so, the type of survey that would be used.

Respecting the second item of Board recruitment, she advised that a Nominations Committee needs to be struck and, in this regard, consistent with Board policies, its work would be sensitive to the composition (e.g. gender and competencies) and whether it is aligned with the Board's Strategies.

Ms. Herman advised that, respecting Board development, the Governance Committee was examining orientation and other activities to assist in the development of Board members given the expressed desire of Board members to explore means of enhancing their skill sets.

Respecting the Nominations Committee, this committee is, in accordance with the By-Laws, to consist of a chair, 1 member, and the ED. Nominations Committee will compile a list slate of nominees for election given that the terms of the Don Goodfellow, Stan Galbraith, and Michael Hokanson expire in 2016 and that Wendy Hassen's term as Past President also ends in 2016. Respecting the ADRIC representative, ADRIC has advised that its representative can serve any term ADRIA determines. In this regard, the ADRIC representative is currently serving a one year term. The Board needs now to decide upon an appropriate term for the ADRIC representative. In this regard, Ms. Herman raised the question as to whether the ADRIC representative needs to be an ADRIA member. Stan Galbraith suggested that this requires further Board discussion as there may be some value in having non-ADRIA members serving in various Board capacities.

Ms. Herman reported that, 45 days before the AGM, a slate of qualified members needs to go out to the membership.

Wendy Hassen stated that the Governance Committee needs to address the term of the ADRIC representative, including the term and term limits.

ACTION ITEM:

To determine what is needed as a By-law amendment regarding the ADRIC member and to consider what an amendment, adding the non-members to the Board, would look like.

The ED suggested that such a By-law might permit the Board to appoint members on an ad hoc basis and that such members may be non-members of ADRIA.

BOARD MOTION:

It is moved by Alasdair MacKinnon, and seconded by Joanne Munro, to accept the report of the Governance Committee. Approved unanimously.

6.5 Board Committees/Task Forces

Mediation Advocacy Task Force

6.6 ADRIC Reports

ADRIC Rep

Chuck Smith reported that the next meeting will be held in the City of Winnipeg and that there are cost advantages in this regard. He stated that, in the December conference call, ADRIC discussed some issues with respect to the new technology which it is adopting. It does not wish to enter into a five-year contract and that it wants the contract to provide a provision to permit early termination based on performance. The ED advised that it is waiting for answers from ADRIC respecting ADRIA's participation on the Technology Committee and its participation in the new technology. ADRIA is interested in being part of a national database but needs to know the cost in this regard.

Mr. Smith further reported that ADRIC's committee reporting structure has changed and now has some committees reporting to other committees as opposed to ADRIC directly.

Mr. Smith further reported that, with respect to 2016 budgeting, the treasurer had changed. He further advised that ADRIC is anticipating running a deficit of approximately $22,000 and that its reserve funds were being used to pay the cost of the new technology.

Wendy Hassen questioned whether ADRIC has a pattern of incurring deficits, to which Mr. Smith responded that it has incurred deficits in the past but that it is sensitive to the fact that this cannot continue.

Mr. Smith also advised that ADRIC is looking for a volunteer to serve as General Counsel to ADRIC.

Mr. Smith also advised concerning two items that will be dealt with at the next "President's Round Table" on January 26:

1) New membership classifications of "student", "retired", or "associate" members and that it will be proposing to the affiliates to consider such classifications. In this regard, the ED advised that ADRIA already has a "student" classification, but that this classification relates to individuals taking ADRIA training courses or "learners" as opposed to university or high school students which other jurisdictions have adopted.

2) ADRIC is considering developing a new category of membership for high profile individuals.

Dolores Herman expressed that this has been a concern, and has been discussed, by the Board in the past that ADRIA has been unsuccessful in attracting high profile individuals as members of ADRIA. She also expressed the concern that, by way of establishing a new category for high profile individuals, this might send the wrong message to existing members in terms of their own worth to ADRIA.

Michelle Simpson and Wendy Hassen also expressed a concern that ADRIA needs to ensure that it is associating itself with appropriate high profile individuals given that some, and their methods, may be inconsistent with ADRIA's principles.

Mr. Smith also advised that ADRIC is considering adding a membership category for out of country members.

The ED advised that ADRIA is still waiting for a decision from ADRIC as to the territories being taken on by way of affiliation of existing members.

ACTION ITEM:

Chuck Smith to take the matter of territorial affiliation back to ADRIC for a decision.

Other ADRIC Committees

ADRIC/Affiliate Memorandum of Understanding

Ms. Hassen reported that there had been a meeting on January 18, and that, at that meeting, the minutes of the Working Group meeting at the ADRIC Conference in October had been distributed. These minutes were shared with the Board.

At the January 18th meeting the MoU Task Force determined the following path forward:

1) Gather information about Different Types of Membership

- to be able to design a structure to best accommodate all interests and regional differences, we first need to understand what they are

- the Task Force will pursue an offer from Bill Hartnett and Jim McCartney who co-chair the ADRIC Marketing and Membership Committee. Stephen Antle will contact Jim and Bill ASAP to:

- request sharing of any results of surveys, etc.; and

- set up a meeting with them (at least one) and the Task Force (before Feb 3rd or after Feb 15th).

2) Work on developing Overarching Principles[1] for the MOU

- Gather information about Mission/Vision from ADRIC/Regions

- Go through Presidents Roundtable and invite them to provide additional information if documentation does not reflect the organizations current view

- Build on October 30th input and Pre Task Force[2]

[1] "Guiding Principles" will be included in the MOU which will underpin the wo9rking relationships of ADRIC and the regions moving forward" – TF Terms of Reference

[2] The following is an excerpt from the report to the PRT proposing the MOU Task Force and their mandate:

To start this rebuilding process consensus is first needed on the following Key foundational pieces:

a) Guiding/Overarching Principles

- Developing Guiding Principles to underpin the working relationship of ADRIC and the regions moving forward – not unlike a Code of Ethics our members commit to.
- Examples:
  - Consultation: on matters that may impact one another,

3) Gather Information to support developing other MOU Areas

Kathryn will also ask Andy to request the following information from PRT members:

- Designations: What designations do the Affiliates offer in addition to National ones
- Training: what training do Affiliates offer independently from National about what training is being offered by Affiliates to meet designation educational requirements

Task Force members will continue to collect information about what organizations are doing.

4) Task Force document development and management

- The Task Force has developed a Framework Document (with broad content categories and will maintain a list of input and topics for MOU content – We will continue to ask our own Boards for input)

Next meeting is set for February 18.

Ms. Simpson advised that corporate members do not seem to feel that they are being heard as well as the affiliates.

ADRIC Roster Development Committee

Michelle Simpson advised that the plan, which was to have taken up to two years to prepare, has been moved ahead. Its target is to come up with a roster development plan and structure which will enable each affiliate to implement its own procedures on its use. Ms. Simpson expressed its desire to receive from IMAC respecting its roster initiative. Ms. Simpson indicated that the ultimate objective of this committee is to have standardized rosters that will be of benefit to the affiliates.

ACTION ITEM:

- Collaboration – in areas to maximize the benefits/service to our members and the organizations
- Self-Determination – recognize and respect the unique nature of each region, the national organization and its corporate members.
- Walking the Talk – using ADR approaches and principles in how we resolve issues between us.

ED to contact IMAC to obtain this information.

BOARD MOTION:

It is moved by Joanne Munro, and seconded by Dolores Herman, to accept the information from Michelle Simpson on behalf of the ADRIC Roster Development Committee as reported. Approved unanimously.

7.0 New Business

7.1 MRJC – new ED

Joanne Munro advised that the MRJC is very happy with their new ED.

7.2 ADRIA 2016 AGM

The ED advised that, for the second year in a row, ADRIA is planning to have its AGM separate from its conference and is currently planning on having its conference in the fall. ADRIA is looking for a partner in this regard and possibly the DRN. If ADRIA is unable to identify a partner for this conference, it may well consider not having the conference at all.

Respecting the AGM, after some discussion, it was agreed that the AGM would be best held in Edmonton on June 2, with the Board meeting and orientation to occur on June 3 and 4.

BOARD MOTION:

It is moved by Barrie Marshall, and seconded by Michelle Simpson, that the ADRIA AGM will be held in Edmonton during the evening of June 2, with the Board meeting and orientation to be held on June 3 and 4. A remote location will be set up in Calgary and a call-in facility for other locations will be established. Approved unanimously.

7.3 ADRIA Conferences

2015 Conference debrief

The Board has agreed that a letter, drafted by the ED and the President, will be sent by the Board regarding the lessons learned from the Calgary experience. This letter has not yet been prepared.

2016 Conference planning

Dealt with under previous agenda item.

2017 ADR Forum planning

The ED advised that, as discussed at the joint AAMS/ADRIA meeting the night before, an Alberta wide "super conference" including all ADR organizations in the province is being planned for 2017. The planning for this conference is in the formative stage.

7.4 ADRIA Mediation Advocacy Task Force White Paper and Appendixes

Joanne Munro and Wendy Hassen reported that the Task Force is hoping to have final sign off by Task Force participants by the end of the month. Michelle Simpson suggested that it be sent to Sandra Schultz (currently a Master with Alberta's Court of Queen Bench, who was an early practitioner of mediation in the province respecting the history component of the report).

Don Goodfellow expressed concern that the report, which identifies pro-bono work may well be impacting on the income of members, may be seen by some to be an inappropriate thing to say. Barrie Marshall and the ED responded by saying that such comments are balanced by other comments in the report that many members see the benefit to the public interest in the provision of pro-bono services.

Don Goodfellow suggested that the draft should be sent to industry stakeholders for comment before it is finalized. After some discussion in this regard, it was agreed that the Task Force would finalize its report and provide it to the Board. The Board would then review the Report and recommendations and may wish to consult with various stakeholders regarding the report if they wish. This may take a number of months. The Task Force will provide its report to the Board in mid-March so it can be considered at the April Board Meeting.

Respecting the launch, the Board will want to consider a communications plan for sharing the report with the members and stakeholders and determine a plan for how it wishes to address the recommendations.

The Board members agreed that the White Paper will be a major marketing tool for ADRIA regarding ADR services as well as a promotional vehicle for the credibility of ADRIA with its membership and a platform for working with ADRIC and other affiliates.

The Board members joined with Stan Galbraith in congratulating Joanne Munro and Wendy Hassen on their excellent work and the considerable effort that the Task Force had put into the White Paper.

7.5 Evaluative ADR – carried over

This was tabled to the next meeting.

8.0 Learning Opportunities – next meeting(s)

8.1 Roster Development Opportunities

CAMVAP presentation

Brenda Davidson, the administrator of the CAMVAP program, reported on the structure and services provided by CAMVAP. CAMVAP has been in operation since 1994 and it was one of seven franchises across the country. CAMVAP fields complaints regarding defects in motor vehicles and then structures a dispute resolution process, including arbitration respecting the resolution of such complaints. There are nine roster members, who must be ADRIA members, and who are paid a flat fee for their services. Not all auto manufacturers participate in the program. The program is funded entirely, however, by the manufacturers who do participate. 57 arbitrations were done under the CAMVAP program last year.

The ED advised that the CAMVAP program generates positive revenues for ADRIA and is a very successful aspect of ADRIA's operations.

BBB presentation

The ED reported that a small roster of mediators and arbitrators has been established by ADRIA which deals with six or seven files a year.

Discussion of future opportunities

ADRIA is currently in discussion with the Alberta School Council Association with respect to establishing an ADR roster for that organization. ADRIA is continuing to attempt to identify other roster opportunities which may well be a source of revenue for ADRIA. The ED mentioned specifically, in this regard, that American Express pays a sizable fee annually to ADRIC respecting the ADR roster it has established in that regard.

Michelle Simpson advised that she always recommends to her construction clients that they include in their contracts a provision regarding the appointment of a neutral party to decide issues as they arise.

The ED asked Board members to continue to think of potential roster opportunities.

Michelle Simpson indicated that there may well be an opportunity for ADRIA respecting the International Chamber of Commerce.

9.0 Link to Membership, Events & Opportunities

9.1 Content of next 'On Board'

Dealt with during discussions of other agenda items.

9.2 Invitations to next Board Dinner

Since the next Board meeting will be held during the same weekend as the AFMS Conference, ADRIA may well consider inviting members of the AFMS Board to the meeting. (See NOTE below).

10. Calendar Review

Board Directors Calendar

The next Board meeting will be held on April 8/9 to coincide with the AFMS Conference. (See NOTE).

NOTE: The originally planned date of April 1, 2 was ultimately adopted.

There will be a Board meeting on June 3/4 respecting orientation.

11. In-camera session

Meeting Adjourned: 3:25 p.m.