



**Minutes of the CWA Board of Directors Meeting  
 held at the Clarion Hotel, Winnipeg  
 8:30 am, May 3, 2003**

June 23, 2003

**Directors and Chapter Representatives:**

**Executive Committee**

Bob Shaw\* President & Calgary  
 Bill Eccles 1<sup>st</sup> Vice President &  
 Ottawa  
 Bruce James\* 2<sup>nd</sup> Vice President &  
 Golden Triangle  
 Grant Harvey\* Treasurer  
 Dave Fink\* Past President

**Directors**

Bruce Clark Toronto  
 Victor Cooke Thunder Bay  
 Randy Cottrell Edmonton  
 Marc Desjeans Director  
 Joe Doria\* Director  
 Earl Forgeron Halifax  
 Richard Hadley Director  
 David Jordan\* Winnipeg

Paul Kovosi Director  
 Craig Lasseter Director  
 Greg Petteplace Director  
 Jim Reid Halifax  
 Tony Rose Nova Scotia  
 George Saxby\* Regina  
 Dan Tadic\* Hamilton

**Representatives or Substitutes**

Lennard McGoey\* Toronto  
 Firdosh Mehta\* Edmonton  
 Mick Pates\* Ottawa  
 Darrall Rigby Constitution  
 Paul Stanford\* Halifax

**Guest**

Brent Singleton\* Winnipeg

**CWA Staff**

John Levi\* Executive Director

\* in attendance

**Welcome**

Robert Shaw opened the meeting and welcomed all directors. He asked if a quorum was present and John Levi replied that there was one, consisting of at least two members of the executive committee, three chapter representatives and three supplier directors. All present introduced themselves.

**Anti-Combines**

The Anti-Combines form was circulated and all present signed it.

**Previous Minutes**

The minutes of the Board of Directors Meeting of October 21, 2002 were reviewed and it was found that the minutes showed directors and chapter representatives, rather than those present at the meeting. The board ordered the minutes to be corrected to show those present and the directors. With that correction, Robert Shaw accepted the minutes as written.

**Chapter Reports**

Chapter representatives reported on their chapters' activities and status. Copies of chapter reports are appended as received. A few highlights were:

- Bruce James (Golden Triangle) reported that the North American Conference of Blacksmiths will be held in Hamilton on July 3, and that Skills Canada will be held in Kitchener, May 27 to 31.
- Paul Stanford (Halifax) showed the chapter's advertising flyer, which had a one-month calendar as its centre. All agreed that this was an excellent marketing tool.

- Firdosh Mehta (Edmonton) discussed the cooperative efforts of the 42 technical societies in Edmonton and how they work together on events that would interest members of each other's associations.
- George Saxby (Regina) requested better definitions of CWA membership levels and a brochure to assist in recruiting new members.

### ***Education Committee Report***

Bruce James, chair of the Education Committee, reported that the committee had convened on a conference call on April 24. Ten educators from across Canada participated. The objectives of the committee are to standardize welding education in Canada and to interact with government to assist in the training and educating of welders and welding professionals.

There was good support for standardizing welding education at all levels and using the IIW standards. Support for apprenticeship was added to the Ontario government's budget.

A webpage on CWA's website ([www.cwa-acs.org](http://www.cwa-acs.org)) was established to consolidate information for the committee. IIW's minimum requirements for the education, examination and qualification of personnel in four categories (International Welding Engineer, International Welding Technologist, International Welding Specialist and International Welding Practitioner) have been posted to the website.

Additional members will be sought for the committee to ensure complete coverage of the range of welding education and of institutions across Canada.

### ***Suppliers Committee Report***

Grant Harvey, chair of the Suppliers Committee, reported on the committee's activities. Manganese remains an issue, with US companies facing class-action suits (Mississippi). The committee will monitor the situation in Canada.

The committee is organizing a Safety Groups Program with Ontario's Workplace Safety & Insurance Board (WSIB). This is a program that will bring together manufacturers that wish to improve their safety practices and reduce their WSIB premiums. A CWA member company (Hobart) has joined a safety group sponsored by the Excellence in Manufacturing Consortium in order to evaluate the program. A flyer for the WSIB Safety Groups Program can be seen on the website, at [www.cwa-acs.org/wsib/flyer.pdf](http://www.cwa-acs.org/wsib/flyer.pdf).

Fabricators and manufacturers in Ontario will find this program to be a benefit of CWA membership.

### ***President's Report***

Robert Shaw, president of the Canadian Welding Association, stated that the Executive Committee consisting of Bill Eccles (first vice president), Bruce James (second vice president), Grant Harvey (treasurer), and Dave Fink (past president) has been working well as a team.

He reported that membership must be increased to keep the association viable. The CWA has produced its first major publication, *Canadian Welding Association Journal*, which will be distributed to CWA members and CWB clients in late May. To be a valuable publication, the journal must offer a uniquely Canadian view of the welding industry.

### ***Treasurer's Report***

Grant Harvey, treasurer, reported on CWA's financial progress since the Board of Directors and Annual General Meetings of October 21, 2002. His report is attached. He reported that revenue was based on current membership of 900, and that the CWB contribution will drop from \$20,000 to \$15,000 in February 2004 and to \$2,000 (as a supplier member) in February 2005. Fabricator and supplier membership, as well as sponsorship, had not met target.

CWA will require approximately \$20,000 in additional income to maintain itself at current levels. It remains highly dependent on member dues. It needs a "hook" to bind members to the association. Areas for membership opportunity include fabricators and manufacturers and more supplier memberships.

The national office needs a clear mandate regarding recruiting new members, developing programs for members and managing value-added programs, including the Ontario WSIB's Safety Groups Program.

The Executive Committee will alter the definition of a welding-product-manufacturer member to include welding equipment, gas, consumable and accessory manufacturers. This definition and the membership fees should be reviewed in 2004.

### **Executive Director's Report**

John Levi, executive director, reviewed the *Canadian Welding Association Journal*. The journal was developed under the direction of the Executive Committee. It has 40 pages and a circulation of 4,400, which includes approximately 900 readers from CWA's lists and 3,500 from those of the CWB. The journal received a good reception to its advertising efforts and another issue is scheduled for November, possibly with a theme of Western Canadian oilfields/tar sands or robotics.

Board members made some editorial suggestions and proposed the establishment of an editorial committee to approve articles. Volunteers for the committee included Bruce Clark, Grant Harvey, Bruce James and Mick Pates. The committee will suggest theme and content, and review and approve articles. The committee will recommend its own mission and guidelines for articles.

### **Constitution and Bylaws Report**

Darrall Rigby, constitution committee chair, was unable to attend. His report indicated that the constitution works, and CWA should allow it to run for a year to see where it needs adjusting. His recommendations for the long term include separating the constitution from the bylaws, removing administrative details and fine tuning some wording.

George Saxby suggested extending the deadline for financial reports to later in the fall.

### **Membership Report**

John Levi reported that membership currently stands at 904, up about 5% from October 2002. A copy of the report is attached. Recent activities have included telemarketing of membership to fabricators and manufacturers. There is a need for a solid marketing brochure (in English and French) with a saleable list of membership benefits.

Programs for acquiring members could include membership-fee incentives for members who recruit other members, employees recruiting their employers, and customers recruiting their suppliers.

Joe Doria suggested that membership categories should be better defined for corporate members such as supplier, distributor and fabricator.

**Moved by Dave Fink, seconded by Mick Pates, that fabricator/manufacturer and welding-products-distributor membership should be \$500, which would include eight individual memberships and a chapter rebate of 20%. CARRIED**

**Moved by Firdosh Mehta, seconded by George Saxby, that welding-product-manufacturer (supplier) memberships should be \$2,000, with unlimited individual memberships and no chapter rebate. CARRIED**

The Chapter Sustaining membership will remain at \$189 (including three individual members) with additional memberships available at \$63 each. All membership information will be consolidated in one database under Debbie Wright's supervision.

Robert Shaw indicated that chapter rebates should be reviewed at the next board meeting.

### **National Chapter Handbook**

The handbook is a guideline for chapter operations. Dan Tadic recommended standardizing financial-reporting forms. Lennard McGoey recommended including a guide as to what chapter representatives and committee chairs should report at an Annual General Meeting.

The handbook will be made available to chapters on the website.

### **New Business**

Current activity includes making the website more of a communication tool to members.

There is a need to form a Chapter Committee, which will meet by conference call to update the association on chapter activities and vice versa.

Insurance programs for individual welding companies are a priority with rising insurance premiums.

**Moved by Lennard McGoey, seconded by Bruce James, that student participants in Skills Canada be given free student membership. CARRIED**

**Moved by Joe Doria, seconded by Grant Harvey, that CWA purchase directors and officers insurance to protect all directors against legal liability. CARRIED**

Dan Tadic asked for guidance on how to set up the fund for the Mike Irvine Memorial Golf Tournament so that it can continue in the event of a wrap-up of CWA. Joe Doria suggested that an annual audit of the fund be carried out in conjunction with CWA's annual audit.

Dave Fink suggested that each chapter provide the national office with a listing of local companies that would be appropriate fabricator members.

The executive director and executive committee are to develop targets over set periods of time with regard to membership sales. These targets must be achievable and the executive director must attempt to achieve them by direct contact with the fabricators. A target of two fabricators per week was suggested as an achievable goal.

### ***Fall Meetings***

**Moved by Robert Shaw, seconded by Lennard McGoey, that this fall's Board of Directors meeting and Annual General Meeting, as well as the Awards Dinner, be held in Ottawa on Monday, October 6, 2003. CARRIED**

### ***Adjournment***

The meeting adjourned at 4:55 p.m.