

Board of Directors Meeting Minutes

Location and Time:

Date: 10:30 am April 29th, 2021

Virtual session: Goto Meeting Platform

In Attendance:

Kevin Mindel, President	Alliance Truss Ltd
Barry Schick	AcuTruss Ind
Ed Lim	United Building Systems
Keith Annis	Winton Homes Ltd
Richard Heida	MiTek Canada
Sukh Johal (ED)	Western Wood Truss Assoc of BC
Gurmit Dhaliwal	Atlas Truss
Lorne Winship	Pacific Truss

Absent:

With notice	Bill Sandhu	B & B Truss
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1. Call to Order

- a. The meeting was called to order at 10:00 am (Kevin Mindel)

2. Approval of Agenda

- a. The agenda was presented with the right to make revisions during the meeting.

3. Minutes of Previous Meeting Sept 20th, 2020

- a. Board members were given the opportunity to review the minutes of the previous meeting.
- b. Approved without any changes. (All)

4. New Business

- **WWTABC (2020)**
 - TPIC update
 - Nothing to report from TPIC other than the spring TPIC technical committee meeting will be held virtually May 7th.
 - CWTA update
 - Barry Schick presented on and submitted his report on the latest developments/ongoing at the Canadian Wood Truss Association. Action Item: ED to post the CWTA report on the WWTABC's website (in the member's area) for all to review at their leisure.
 - Review of fiscal year 1 Nov 19, 2019-Dec 31st, 2020
 - Year end financials were distributed to the Board members for review and thanks to an extended fiscal year that comprised of five (5) not four (4) quarters of income our first fiscal year puts us in the black. We closed of the COVID 19 lockdown year with cash on hand at \$103,423.48, accounts receivables at \$ 32,798.15, total revenue of \$145,049.47, against expenses at \$122,097.16 resulting in Net Income of \$22,952.31.
 - But projecting forward our revenue needs to be in the \$135K range, we are not covering our expenses. While plate poundage is up (way up) and is expected to continue to grow in 2021, overall gross revenue for our Association is expected to drop due to reduced member plant contributions (min/max rates) coupled with increased Plant Inspections related costs due to Insurance rates. Action Item: ED to compile and suggest alternate funding proposals for BOD review.
 - Website Updates/access- reports, tables, items of interest
 - We have been uploading several reports and items of interest to the member's area. Please review and provide comments.

- QC Inspection failures- protocols and fee surcharges?
 - When current good members in standing are faced with continual inspection failures should additional inspection surcharges be applicable.? Roundtable discussion concluded that when standards are not met after the second inspection. That member plant is in theory no longer meeting the standards of the Association. Then a monetary surcharge could be warranted. Discussion item held pending further consideration.
- Salary Survey?
 - Several years had passed since the last Salary survey was conducted. Action Item: ED to conduct a 2021 Salary Survey at earliest convenience.
- Investment strategies- input needed for cash on hand
 - No clear directive on investment strategies for our funds. Action Item: ED to leave excess funds as cash.
- Lumber market – Quote Validity
 - Due to the vast fluctuations and escalation in lumber pricing should the Association be recommending standardized validity statements for truss orders? Roundtable discussion revealed the many truss plants have already tightened up quote validity to 5 days with delivery within 30 days.
- **2020 AGM**
 - **Annual General Meeting**
 - -In person AGM not feasible due to ongoing Pandemic. Action Item: ED to start organizing a “business only “June 24th, 2021, virtual AGM on a platform that supports virtual voting and forward virtual motions to member plants for consideration. Action Item: ED: to present possible scenarios on how to get to \$125-135K in revenue, be it, poundage increase, min max rates or surcharge adjustments and have budget in place to present to the members for voting at the AGM.
- **External Education outreach**
 - **Post-secondary institutions (attracting the next generation)**
 - **Thompson River’s University (Kamloops)**
 - TRU Management thwarted our efforts to expand the existing Architect and Engineering Technology program to include a minor option in Truss Design. We will now reapply our efforts toward the province’s new “Micro Credential program” but that may require some seed money. Not sure if this is possible given our current fiscal situation. Action Item: ED to continue discussions and update the BOD accordingly.
- **BOABC**
 - **Zone meetings**
 - WWTABC will continue to present at BOABC Zone meetings as opportunities arise.
 - Victoria BOABC AGM Conference (May 3-5th 2020)
 - WWTABC was invited to present at this event. Unfortunately, it was postponed due to COVID 19, Action Item/Directive ED awaiting decision on new dates and venues
- **Adjournment**
 - Meeting adjourned at 11:00am. The Board members were thanked for their attendance.