**HLABC Executive Meeting - Agenda**

**Date:** April 1, 2020

**Time**: 11am-12pm

**Location:** Online via Zoom

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| **Agenda (11:00-11:05)** | | |
| 1 | Agenda approval | All |
| **Executive Updates (11:05-11:15)** | | |
| 2 | President update | Colleen |
| 3 | Vice President update | Pamela |
| 4 | Past-president update | Vanessa |
| 5 | Treasurer/Membership update | Shannon |
| 6 | Communications update | Patricia |
| 7 | Secretary update | Chris |
| 8 | CE/programming update | Blake |
| **New Business (11:15-12:00)** | | |
| 9 | Moving our CE Day and AGM to online only due to COVID-19 | All |
| 10 | CE Travel Grant Criteria for approval depending on decision for # 9 (see attached) | Colleen |
| 11 | CE Day Planning | Blake |
| 12 | Draft Code of Conduct  <https://docs.google.com/document/d/1ZFFUgBpm4mKMWHuVW-TNmLS8q1EaGvzP7EtvNq2T-7Q/edit?usp=sharing> | Shannon |
| 13 | Membership directory/registration form  <https://docs.google.com/forms/d/e/1FAIpQLSd601XBwssJkzDzdMcxMAuIb3JPL1-TnnkR-B-g4Da3BYtayg/viewform>  [**https://docs.google.com/forms/d/11hcyOeLjCPn8OOUhyx\_8D3Vk4yFdL8eXqRGck94eozM/edit**](https://docs.google.com/forms/d/11hcyOeLjCPn8OOUhyx_8D3Vk4yFdL8eXqRGck94eozM/edit) | Shannon |
| 14 | Vancouver as site of future CHLA Conference | Colleen |
| 15 | Adjourn | All |