

ALBERTA VLT OPERATORS ASSOCIATION



AVOA December 2022 Quarterly Minutes

Location: Held over a ZOOM meeting with 5 members present

Date: December 30, 2022

Time: 1pm

Attendees:	Sheldon Rice (Rycroft Hotel)	President (and Director)
	Justin Stewart (Rycroft Hotel)	Vice President (and Director)
	Connie Cadrain, Rocky Mtn. House, AB	Chairperson (and Director)
	Elisabeth Gallant, Okotoks, AB	Treasurer
	Jen Lewis, Rycroft, AB	Secretary

Agenda items

1. Called the meeting to order at 1:10 pm and confirm that there is a quorum (minimum of 3 board members).
Motioned: Sheldon Rice **Seconded:** Connie Cadrain
2. It was discussed how the email list has been coming along and agreed that Sheldon would continue working on that.
Motioned: Justin Stewart **Seconded:** Connie Cadrain
3. It was discussed that the bank account still needed to be opened and determined that it would not be necessary until after the BoD was ready to start recruiting members for the association.
Motioned: Jen Lewis **Seconded:** Justin Stewart
4. It was discussed that Sheldon had reached out to a qualified insurance broker who was doing some research to determine how to accomplish the initiation of the Captive Insurance Program concept. Sheldon was delegated to follow up on the matter.
Motioned: Connie Cadrain **Seconded:** Sheldon Rice

5. It was discussed that Sheldon had initiated communications with AGLC and determine that they were not willing to give us a database with all the contact information of the VLT operators across the province. Sheldon was delegated to continue compiling the email list (one member at a time using Google My Business).

Motioned: *Sheldon Rice*

Seconded: *Justin Stewart*

6. It was discussed that we still needed to initiate communications with AGLC and determine if they would be willing to allow a captive insurance program to be initiated as valid insurance for the VLT terminals. Sheldon was delegated to continue to do some research on the matter.

Motioned: *Justin Stewart*

Seconded: *Elisabeth Gallant*

7. It was discussed that a basic company logo and website had been initiated. Sheldon was delegated to continue to work on the website.

Motioned: *Justin Stewart*

Seconded: *Elisabeth Gallant*

Action items	Owner(s)	Deadline	Status
Complete the email list	Sheldon/Justin	Feb 1, 2024	In progress
Open the bank account	Sheldon	March 1, 2024	In progress
Further communication With insurance co.	Sheldon/Justin	No deadline	In progress
Email all potential members	Sheldon/Justin	March 1, 2024	In progress
Create excel file for membership fee data	Sheldon/Connie	No deadline	In progress
Start taking membership fees and recording on excel file	Connie/Elisabeth	No deadline	In progress
Initiate communications with website developers	Sheldon	No deadline	In progress

Signatures: _____

Print name: _____

Date: _____