

Minutes for APC Meeting July 9, 2014

Conference Call Information: 1-866-906-7447 Participant Code: 9179391

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| Kimberly Knox-Lawrence (ME) Chair | Absent |
| Marie Stark (MT) Vice-Chair | Karen Smith (IA) |
| Ghyslaine Lepage (QC) | Kim Plante (VT) |
| Pamela Marshall (KY) | Cindy Swanson (CA) |
| Sandi Ackerblade (ON) | Kate Kennedy (IN) |
| Glenn Boyette (MS) | |
| Trent Knoles (IL) Board Liaison | |
| Debbie Meise – IFTA, Inc. | Cindy Arnold (NV) Board Liaison |
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- Approval of June 2014 minutes has to be postponed due to lack of quorum until August 6, 2014 APC meeting.
- Review of the workshop agenda:
 - Agenda for the workshop appears to be set
 - At last month's APC/LEC/IRP phone call a discussion was held re: juggling 2 presentations, however a decision has not been made as of this call
 - All presentations must be received by the Committee chairs by Aug 22/14. For the APC, Kim K will then forward to Renee at IRP. The presentations should also be distributed to Marie and Debbie at the same time they are sent to Kim K.
 - Debbie asked and Kim K confirmed we have descriptions for all presentations.
 - Claudia sent an email that registration for the workshop opens July 12/14. This will be confirmed at July 10/14 joint teleconference
 - Debbie brought forward the issue of having the ballot discussion during the APC open meeting. She stated if the ballots are presented we have to be prepared for discussion. There is a concern there will not be enough time to discuss all aspects of every ballot
 - APC made a decision to add ballot discussion in the 3:30 – 4:00 pm time slot on Fri Oct 17/14
 - Karen and Marie volunteered to speak about their webinar experience at the APC open meeting
- Debbie told the APC that all CTC webinars have now been completed. IFTA will be posting the webinars on July 11/14 for voting delegates to the ABM and also on the IFTA website for ABM registration. All ABM meeting materials will also be posted on July 11/14. Debbie praised the efforts of Cindy S, Kim P, Marie and Ghyslaine in completing the recordings for the webinar, all while maintaining a great sense of humour and dedication.
- 1st comment period has ended for comments on the ballots. Observations were made during APC meeting about level of acceptance for the various ballots. Debbie suggested that the sub-committee hold off doing anything to the procedures manual until we see if the ballot(s) that impact this manual pass or not.
- New Business:

Debbie suggested the monthly APC teleconference be moved up 1 week for August 2014 only, as the regular scheduled meeting conflicts with ABM meeting dates. It was agreed by all that next month's meeting will be held Wed Aug 6/14 and the scheduled meeting for Wed Aug 13/14 be cancelled.
- It was agreed that during the August 2014 meeting, the APC will discuss potential ballot suggestions that Debbie forwarded for APC review.
- Meeting was adjourned at 2:45 EST