



LICA
ENVIRONMENTAL STEWARDS

Lakeland Industry and Community Association

Box 8237, 5107W - 50 Street, Bonnyville, AB T9N 2J5

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Education and Outreach Committee (EOC) Meeting LICA Boardroom and via Microsoft Teams Tuesday, December 6, 2022 9:00 a.m. - 12:00 p.m.

Item	Agenda	Discussion Leader	Required Outcome
1.0	CALL TO ORDER		
1.1	Territorial Acknowledgement	Vicky	
1.2	Vision, Mission, and Values	Vicky	
1.3	Introductions	All	
1.4	Roll Call	Vicky	For Information
1.5	Approval of Agenda		
1.5.1	December 6, 2022	Vicky	For Decision
1.6	Approval of Minutes		
1.6.1	September 8, 2022 - DRAFT	Vicky	For Decision
2.0	Chairperson Appointment		
2.1	Appointment of Committee Chairperson	Vicky	For Decision
3.0	POLICY REVIEW		
3.1	Committee Terms of Reference	All	For Decision
3.2	Policy Review		
3.2.1	Policy 1.5 Decision-Making Process	Vicky	For Information
3.2.2	Policy 1.12 Volunteer Hours	Vicky	For Information
3.2.3	Policy 1.13 Confidentiality	Vicky	For Signature
3.2.4	Policy 2.7 Board and Committee Expenses and Remuneration	Vicky	For Information
3.2.4.1	Expense Claim Form	Vicky	For Completion
3.2.4.2	Direct Deposit Option	Vicky	For Completion
3.2.5	Committee Member Sign-on	Vicky	For Completion
4.0	ONGOING BUSINESS		
4.1	Education and Outreach Update	Vicky/Stephanie	For Information
4.1.1	LICA Calendar Contest Winners	Vicky	For Information
5.0	ACTION LIST		
5.1	Follow-Up on Action List	Chairperson/ Stephanie	
5.1.1	September 8, 2022		For Review
6.0	UPCOMING MEETING DATES		
6.1	Board Meeting – December 15, 2022	Chairperson	For Information
6.2	Next Meeting – TBD	Chairperson	For Discussion
7.0	ADJOURNMENT	Chairperson	For Decision