

Assayers Foundation of British Columbia



MINUTES of the Certified Assayers Foundation of British Columbia Advisory Council Meeting

Room SW9-118, British Columbia Institute of Technology, 3700 Willingdon Ave., Burnaby, BC

Date: 7-June-2013

Member	Role	Affiliation	Address
Alice Pang	Chair, Advisory Council	ALS Laboratory Group	N. Vancouver, BC.
Scott Daniels	Scribe, Advisory Council	Teck Metals	Trail, BC.
Lawrence Ng	Director	SGS	Vancouver, BC
Ron Cardinal	Member, Advisory Council	AGAT Labs	Mississauga, ON
Paul Morrison	Member, Advisory Council	BCIT	Burnaby, BC.
Mac Chaudhry	Examiners Board Chair	BC Gov. (Ret.)	Victoria, BC.
John Gravel	Treasurer, Advisory Council	Acme Laboratory	Vancouver, BC
Elaine Woo	Member, Advisory Council	BCIT	Burnaby, BC.
Gerald Chik	Membership –Individual	ALS Laboratory Group	N. Vancouver, BC.
Keith Rogers	Board of Examiners	ALS Laboratory Group	N. Vancouver, BC.
Joe Lynch	Member, Advisory Council	J Lynch Consulting	Prince George, BC

Regrets: Ray Lett (Scholarships) and Adrian Hickin (Government Representative)

The meeting was called to order by Lawrence Ng at 13.00 h

1. **Opening Words**

Lawrence summarized the importance of the BC Certified Assayers Program.


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2. Treasurer's Report (John Gravel)

Motion by Mac to approve the budget as presented by John. Seconded by Elaine. Approved by all. Also presented were "Cash Position -P&L Statement Year to date June 7, 2013" and a "Balance Sheet As of June 7, 2013."

BUDGET for FY 2013		FY2013
		Budget
ANTICIPATED REVENUE		
Member Contributions		\$52,900.00
Interest and other income		\$85.93
NET REVENUE		\$52,985.93
ANTICIPATED EXPENSES		
Scholarships & Awards		-\$3,500.00
BC Assayers Exam Materials		-\$7,000.00
BoE Office		-\$7,200.00
BoE Chair Exam Fees		-\$9,000.00
BoE Chair and Examiner Stipends		-\$11,000.00
BoE Travel Expenses		-\$3,000.00
Advisory Council Member Stipends		-\$3,500.00
Advisory Council Meeting Expenses		-\$1,000.00
Miscellaneous		-\$1,000.00
Bank Charges		-\$30.00
Less Pre-Paid Expenses		\$0.00
NET EXPENDITURES		-\$46,230.00
NET POSITION		\$6,755.93

Notes:
 1) Anticipated Contributions include (\$37,500) from Commercial Labs, (\$6,400) from Mine / Smelter Labs and (\$9,000) from suppliers.

Respectfully submitted by


 John Gravel, Treasurer

Date: June 7, 2013

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Cash Position - P&L Statement Year to date June 7, 2013	FY2013		
	Current Period	Year to Date Actual	Budget FY 2013
OPENING BALANCE (as of October 25, 2012)	\$36,845.06		
REVENUE			
Member	\$48,350.00	\$48,350.00	\$52,900.00
Interest and other	\$79.63	\$79.63	\$85.93
NET REVENUE	\$48,429.63	\$48,429.63	\$52,985.93
EXPENDITURES			
Scholarships & Awards	\$0.00	\$0.00	-\$3,500.00
BC Assayers Exam Materials	\$0.00	\$0.00	-\$7,000.00
BoE Office	-\$3,600.00	-\$3,600.00	-\$7,200.00
BoE Chair Exam Fees	\$0.00	\$0.00	-\$9,000.00
BoE Chair and Examiner Stipends	\$0.00	\$0.00	-\$11,000.00
BoE Travel Expenses	-\$202.10	-\$202.10	-\$3,000.00
Advisory Council Member Stipends	\$0.00	\$0.00	-\$3,500.00
Advisory Council Meeting Expenses	\$0.00	\$0.00	-\$1,000.00
Miscellaneous	\$0.00	\$0.00	-\$1,000.00
Bank Charges	-\$13.50	-\$13.50	-\$30.00
less Pre-Paid Expenses BCIT Scholarship			\$0.00
less Pre-Paid Expenses BoE Office			\$0.00
NET EXPENDITURES	-\$3,815.60	-\$3,815.60	-\$46,230.00
CLOSING BALANCE (As of June 7, 2013)	\$81,459.09		

Notes:

- 1) Contributions: SGS Canada (\$20K), ALS Canada (\$10K), Teck (\$5K), CMSA (\$6K), AGAT Labs (\$2.5K) and Anachemia (\$2K)
- 2) BoE Expenses: Travel Expenses since Oct 25, 2012

Respectfully submitted by


John Gravel, Treasurer

Date: June 7, 2013


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BALANCE SHEET		FY2013
As of June 7, 2013		Current
ASSETS		
Cash		\$81,459.09
Investments (RBC GIC)		\$5,170.97
Receivables		\$10,006.30
NET ASSETS		\$96,636.36
LIABILITIES		
Scholarships and Awards		-\$0.00
BC Assayers Exam Materials		-\$7,000.00
BoE Office		-\$7,200.00
BoE Chair Exam Fees		-\$18,000.00
BoE Chair and Examiners Stipends		-\$22,000.00
BoE Chair Travel Expenses		-\$3,000.00
Advisory Council Member Stipends		-\$3,500.00
Advisory Council Meeting Expenses		-\$1,000.00
Miscellaneous		-\$1,000.00
NET LIABILITIES		-\$62,700.00
RETAINED EARNINGS		\$33,936.36

Notes:

- 1) Approximately 80% of Member contributions have been received to date
- 2) Payments outstanding include:
 - 2013 BoE office,
 - BoE Chair Exam Fees for 2012 & 2013
 - BoE Chair and Examiners Stipends for 2012 & 2013
 - BoE Chair Travel Expenses 2013
 - Advisory Council Member Stipends 2013
 - Advisory Council Meeting Expenses 2013
 - Miscellaneous Expenses 2013

Respectfully submitted by


John Gravel, Treasurer

Date: June 7, 2013

3. There was discussion regarding the retained earnings, \$33.9k, noted in the balance sheet, and how much the Foundation should retain year-to-year. A number of options were discussed:
 - a) Paying out Foundation Advisor Stipends as in the budget
 - b) Equipment support to BCIT. Elaine noted that the CMA contributed \$15k and asked that the Foundation consider matching funds.
 - c) Gerald drew attention to the possibility of using funds to host a meeting with members of the Foundation to encourage greater interaction. He also mentioned this event possibly being hosted by a vendor and that there be geological and/or environmental talks. Others noted that the Foundation cannot endorse a vendor by having them fund this type of event.

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- d) Gerald also mentioned the possibility of the Foundation supporting a BC Certified Assayers meeting/social at a CMA meeting.
- e) Mac supported the idea of an activity that would promote BC Certified Assayers.
- f) Lawrence drew attention to the need to maintain a healthy inventory of certified reference materials for testing purposes for the program. –Mac noted that this inventory is currently in good order.
- g) Lawrence suggested a booth for the Certified Assayers program at a Round Up or similar conference, and that this be partnered with BCIT.
- h) Scott described and recommended a BC Certified Assayer's pin that would be provided to all working BC Certified Assayers as a means of distinguishing them in the workplace.

Motion by Scott, seconded by Keith to invest approx.. \$10k in a 1-year GIC. Approved by all.
Motion by John, Seconded by Keith to set aside \$15k for future consideration of ideas (a-h) listed above.

4. Secretary's Report

Scott presented a summary showing past and year-to-date industry contributions to the Foundation.

BC Certified Assayers Foundation						
Company	Received 2010	Received 2011	Invoiced Oct-2012	Received 2012	Invoiced 2013	Received @15-Apr-2013
Acme Labs	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	
ALS Laboratory Group	\$10,000	\$10,000	\$10,000		\$10,000	\$10,000
SGS	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Activation Labs		\$2,500	\$5,000		\$5,000	\$0
Inspectorate Labs				\$5,000		
Teck Resources	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
CMA	\$3,000	\$3,000		\$3,000	\$3,000	\$3,000
AGAT		\$2,500	\$2,500	\$2,500	\$2,500	\$2,500
Anachemia Science	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Barrick Gold		\$1,000	\$1,000	\$1,000	\$1,000	
Klen International		\$1,000				
Rock Labs	\$1,000				\$1,000	Cheque in the mail
Copper Mountain Mine			\$400	\$400	\$400	
Gerald Chik				\$300		
Teck Metals		\$50		\$50		
Alice Pang				\$50		
Alice Pang				\$50		
Totals	\$41,000	\$47,050	\$45,900	\$39,350	\$49,900	\$32,500
<i>*red text denotes annotations provided by John at the time of this meeting.</i>						

Some discussion ensued regarding the small discrepancy between Scott's \$49,900 total for 2013 invoices and John's amount of \$52,900. This discrepancy was believed to be a result of Scott's summary having not taken into account two \$3,000 contributions from the CMA: a) Scholarships \$3k, and b) Membership \$3k.

5. Report from the Board of Examiners, Mac Chaudhry

Mac noted that there are 5 candidates to write a practical examination at the end of June. He is also forecasting that 6 will write a theory exam in December.

6. BCIT Update (Elaine Woo)

- a) ALS Minerals has been helping with supplies to lower costs for The Program. Their recent contributions are estimated at \$1,000
- b) CMA funding for \$15,000. This will be used to replace furnaces that are >20 y old. A plaque will

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be added to the new furnace to recognize the CMA.

c) Elaine made an appeal for corporate donations, in-kind or cash to support major equipment, e.g. ICPMS.

d) Paul noted that BCIT is happy to ear-mark cash contributions specifically to the Assayer Program.

e) Paul noted that the current 2-year Mining & Mineral program is under review, at the "concept paper stage" for possible change to a 4-year Bachelor of Engineering in Mining and Mineral Exploration program.

f) Elaine noted the current number of students in the program being approximately 150. Approximately 20 of these students are registered from Europe and Africa.

g) There was some discussion regarding the BCIT courses and the currency of the course content.

h) Moving ahead, BCIT will plan to have a formal Module 5: QA/QC & contamination management.

i) Mac will provide Scott with recent written examinations for posting to the website.

j) Elaine was asked to provide a more detailed version of the Assayer Training Program syllabus to meeting attendees. A 10-page summary was suggested, describing the course content over modules 1-5. Paul agreed with this suggestion.

7. Membership-Individual Report (Gerald Chik)

Gerald noted that there are approximately 70 LinkedIn members and that approximately 1/3 of these are BC Certified Assayers. Approximately 1/4 of the members are from outside Canada. A challenge is that not enough BC Certified Assayers are joining the Foundations' LinkedIn group.

There was discussion about how BC Certified Assayers could have better recognition.

a) Society Registration. This has been discussed previously and determined to be too costly.

b) Certified Assayers Number.

c) Stamp

Motion by Lawrence, seconded by Elaine to increase the visibility of the Foundation. All in favour. This will likely be achieved by a review of items a-j as listed in section 5 of these meeting minutes.

8. Scholarships (Elaine Woo)

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BC Certified Assayers Foundation –Trainee Assayer Scholarship Program, 2012-2013.

Committee: Elaine Woo, Mac Chaudhry, Ray Lett (Chair).

Applicants: Nineteen candidates applied for a trainee assayer scholarships by July 30th 2012 & their applications critically evaluated by the Scholarship Committee against 16 selection criteria. The Committee decided that the three \$1,000 trainee assayer scholarships funded by the Canadian Mineral Analysts (CMA) should be awarded to:

- **Meng Di.** Acme Labs, Vancouver. Presented by John Gravel, Executive Chairman, Acme Labs.
- **Patrice Lattanzio,** Teck Metals, Trail. Presented to Patrice by Scott Daniels, Superintendent of Analytical Services, Teck Trail Operations.
- **Daniele Saugy,** Minto Mine, Yukon (SGS Canada Inc). Presented by Lawrence Ng, Regional Business Manager Geochemistry, SGS North America.

A \$500 scholarship funded by the BC Assayers Foundation was awarded to:**Fernando Dupa,** SGS Canada and presented by Rik Vos. ARD Testing Supervisor, SGS North America.

A \$ 500 BCIT graduate achievement scholarship funded by the BC Assayers Foundation and awarded at the discretion of the BCIT Administration was presented to **Robert Woycenko** who is currently working at the Mt.Polley mine as a junior assay under the supervision of the Chief Assayer Mr. Bill Smith.

2013 Program Administration:

- The Canadian Mineral Analysts have given \$3,000 for the 2013 Trainee Assayer Scholarship Program.
- The number and amount of the 2013 scholarships should be confirmed.
- A notice inviting applications for 2013 trainee assayer scholarships should be reviewed before it appears on the BC Assayers Web site in June 2013.

Ray Lett, June, 5th, 2013.

There were 19 applicants for scholarships in 2012. Three were selected, one from each of Acme, SGS and Teck to receive \$1,000 CMA scholarships. One was selected (SGS) to receive a \$500 BC Assayers Foundation award, and one student was selected from BCIT to receive a graduate achievement award.

Lawrence will provide a photo for Scott to update the website with a current scholarship recipient.

9. **New Business.**

- a) Elaine drew attention to a need to provide module 5 practicum experiences for students at commercial laboratories. These practicums are estimated to be 6 weeks in duration.
- b) Paul noted that BCIT can provide insurance in most instances if this is a formal part of a course.
- c) It was noted that a past, long-time and highly respected member of the BC Certified Assayers program passed away recently: Derek Blundell. Derek will be sadly missed.

10. **Next meeting:** *Friday 25-Oct-2013, BCIT*

11. **Follow-Up Action Items**

- a) **Scott** was asked to have a list of foundation contributions for the fall meeting, including contact details.
- b) **Mac** will provide Scott with recent written examinations for posting to the website.
- c) **Elaine** was asked to provide a more detailed version of the Assayer Training Program syllabus to meeting attendees. A 10-page summary was suggested, describing the course content over modules 1-5.
- d) **All** were asked to prepare proposal for disbursement of Foundation funds as outlined in section 5 (a-j) of these meeting minutes. Proposals should be circulated for review in advance of the 25-Oct-2013 meeting.