

# Assayers Foundation of British Columbia



## Minutes Certified Assayers Foundation of British Columbia Advisory Council Meeting

**Date:** April 15, 2016

**Location:** Room SW2-158, British Columbia Institute of Technology, 3700 Willingdon Ave., Burnaby, BC

### Attendees

Member	Role	Affiliation	Address
Andrew, John	Industry Representative	New Gold	Kamloops, BC
Biln, Jack	Industry Representative	AuTec	Vancouver, BC
Cardinall, Ron	Chair, Advisory Council	LECO	Mississauga, ON
Cardinall, Ron	Chair, Advisory Council	LECO	Mississauga, ON
Chaudhry, Mac*	Chair, Board of Examiners &	Retired	Victoria, BC
Chik, Gerald	Membership -Individual	SGS	Vancouver, BC
Daniels, Scott	Secretary, Website Admin. &	Teck Metals	Trail, BC.
Gravel, John	Treasurer & Director,	Retired	Vancouver, BC
Lau, Markus	Industry Representative	Bureau Veritas	Vancouver, BC
Lett, Ray*	Scholarship, Chair	Retired	Victoria, BC
Morrison, Paul	Member, Advisory Council	BCIT	Burnaby, BC.
Murry, Sean †	CMA Representative	Anachemia/VWR	Vancouver, BC
Ng, Lawrence	Past Chair, Advisory Council	SGS	Vancouver, BC
Pang, Alice	Director, Advisory Council	ALS	N. Vancouver, BC.
Rukhlov, Alexei	Gov't Representative	BC Geological	Victoria, BC
Salder, Jamil	Industry Representative	Bureau Veritas	Vancouver, BC
Tye, David	Industry Representative	Board of Examiners	Langley, BC
WooElaine †	Board of Examiners & Director	BCIT	Burnaby, BC.

\*Participation by call-in conference call

† Regrets

# Assayers Foundation of British Columbia

## 1. Approval of Meeting Agenda

The meeting was called to order by Ron Cardinall at 11:32 AM. The meeting agenda was adopted as submitted. Motion by Lawrence, seconded by John Gravel.

## 2. Approval of 23-Oct-2015 and Advisory Council Meeting Minutes Corrections

- 2.1. Section **11 Scholarship Chair's Report** reads, "There were 4 candidates for the scholarship application this year." Should this read, "There were 5 applicants for scholarships this year?"
- 2.2. Section **12 New Business** reads, "All are now in the middle of their 2<sup>nd</sup> year of 2-year terms." This should read, "All are now in the middle of their 1<sup>st</sup> year of 2-year terms."
- 2.3. Change Ron address Vancouver and affiliation to LECO.
- 2.4. Dave Board of examiners affiliation
- 2.5. John Andrew Kamloops, not Williams Lake
- 2.6. Dave Tye 1 year term for 1<sup>st</sup> year.

Motion to approve minutes with corrections by John Andrew; seconded by Lawrence. All approved.

## 3. Chair's Report (Ron Cardinall). Continuing Challenges In The Assaying Field

While preparing my brief report I determined that according to the Natural Resources Canada statistics of actual and intended Exploration Plus Deposit Appraisal Expenditures - over the past 2 years BSM exploration (actual and intended) – has dropped over half (206M from 420M), PGE exploration down 25% (642M from 849M) and Fe by over half (32M from 69M). Comparing 2016 to 2011 is staggering. BSM (206M vs 734M), PGE (642M vs 2277M) and Fe (32M vs 307M).

Perhaps the Foundation can frame this as, with every dollar being scrutinized, ensuring BC Certified Assayers are overseeing or performing the assays is more important than ever.

We, a group, need to expand the scope of the BC Certified Assayer community and bringing new faces into the Foundation. In that spirit we welcome Jack Biln, from Barrick's AuTec Innovation group.

We should also examine how to increase our profile within the Mining community. Should we send out press releases? Do we give presentations or even workshops on behalf of the Foundation? (CIM, AMEBC, PDAC). How do we, as a Foundation, make ourselves more relevant and vibrant in the face of enormous industry challenges?

## 4. Follow up on Action Items from Previous Meeting

- 4.1. **Job Description Scholarship Committee Chair.** Lawrence provided an update to Ray & Mac. **Ray will provide feedback to Lawrence within the week.**

## *Assayers Foundation of British Columbia*

- 4.2. **Hand-held XRF and Quality in the Mineral Testing Industry.** Lawrence spoke with a contact at the BC Security Commission for Mining. Their advice was that it's not the Security Commission's purview to comment on testing methods; this is the role of the QP (Qualified Professional). John questions the appropriateness of pursuing this further with TXS. Should we be following up with the QPs? The idea of "guidance" for QPs was suggested. Are there any regulations for the QP? -No. The use of hand-held XRFs is difficult to regulate regarding their use. Lawrence suggested that we not pursue this any further.
- 4.3. **Letter to the Ministry.** John & Ron have not yet drafted a letter to the BC Provincial government ensuring support for Assayer Certification and proposed changes to "The ACT". This is carried forward as an ongoing action item from 23-Oct-2015. In progress.
- 4.4. Gerald to update the Facebook site user guideline & circulated it to Ron & Scott for feedback prior to next meeting. Done.
- 4.5. Elaine to provide Gerald with presentation material for program promotion. Done. The poster was on display at Roundup.
- 4.6. Sean Murry to draft & provide Scott with a brief biography of Bill Clifford that will be linked to the scholarship recipients section of our website. Done.
- 4.7. Discuss Ray's reappointment in the next meeting. Will be discussed in the 2<sup>nd</sup> session of this meeting

**Lunch Break 11.56 am**

**Meeting Resumed: 12.30 pm**

### **5. Secretary / Corporate Membership Report (Scott Daniels)**

- 5.1. \$31,700 in invoices for 2016 sent out (Table 1).
- 5.2. Website updated with notice of 2016 scholarships
- 5.3. Verified that a job description is in the password-protected section of the BC Assayer website's Executive Portal.  
<http://www.bcassayer.com/MemberArea/JobDescriptions/BCAssayersScholarshipCommitteeChairOct2015.pdf>
- 5.4. Scholarship recipients names and biographies updated to website
- 5.5. Biography for Bill Clifford added to website.

## Assayers Foundation of British Columbia

**Table 1.**  
**Summary of Invoices By Year, BC Certified Assayers Foundation**

Lab	Invoiced 2016	Received 2016	Invoiced 2015	Received 2015	Invoiced 2014	Received 2014	Invoiced 2013
Bureau Veritas Laboratories	\$5,000		\$5,000		\$10,000		\$10,000
ALS Laboratory Group	\$5,000		\$5,000	\$5,000	\$10,000	\$10,000	\$10,000
Activation Laboratories Ltd.	\$2,500		\$2,500		\$2,000		\$5,000
SGS Minerals Services	\$5,000		\$5,000	\$5,000	\$10,000	\$10,000	\$10,000
AGAT Laboratories	\$2,500	0	\$2,500		\$2,500		\$2,500
Barkerville Gold Mines	\$100		\$100		\$100		\$1,000
Copper Mountain Mine (BC) Ltd.	\$400	x	\$400	\$400	\$400		\$400
North American Tungsten Corp.	\$350	x	\$350		\$350		\$350
Thompson Creek Mining Ltd.	\$350		\$350		\$350		\$350
New Gold	\$500		\$500	\$500			
Teck Resources Limited	\$2,500	0	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
VWR International Company	\$2,000		\$2,000		\$2,000		\$2,000
Rocklabs Automation Canada Ltd.	\$1,000		\$1,000		\$1,000		\$1,000
Klen International	\$1,000		\$1,000				
Canadian Mineral Analysts	\$3,000		\$3,000	\$3,000	\$3,000		\$3,000
Met-Solve Analytical Services		0					
AuTec	\$500						
<b>Total</b>	<b>\$31,700</b>	<b>\$0</b>	<b>\$33,700</b>	<b>\$18,900</b>	<b>\$46,700</b>	<b>\$25,000</b>	<b>\$50,600</b>

Plus ALS\$5k, VWR/Anachemia \$2k, CMA \$3k. A \$2,500 discrepancy between this \$31,700 total and the Treasurer's report (\$29,200) because this \$31,700 amount includes an invoice to AGAT.

# Assayers Foundation of British Columbia

## Treasurer's report (John Gravel)



## Assayers Foundation of British Columbia

### TREASURER REPORT

April 15, 2016

The attached financial statements detail the financial health and transactions of the Assayers Foundation since the last meeting on October 23, 2015. The 2016 Budget is presented herein. The budget anticipates revenue \$29,620 from member contributions and bank interest balanced against anticipated total disbursements of \$31,730. This would yield a net position of -\$2,110.00 for the year. The donors list for 2016 notes the loss of AGAT lab (\$2,500) and reduced contribution of Teck (\$2,500) as significant contribution losses relative to the previous year. However, AuTec (\$500) has been added to the donors list.

The consolidated Cash Position / Profit and Loss statement for April 15, 2016 shows that we begin the period with an opening balance of \$52,566.45 (Closing balance as of October 8, 2015). Revenue over the past six months amounted to \$12,410.89 comprising \$12,400 in member contributions (including \$2,000 in late dues payment by VWR for 2015) and \$10.89 in interest payments. Invoices for membership dues were sent out on March 18, 2016 by Scott Daniels. To date ALS labs (\$5,000), the Canadian Minerals Analysts (\$3,000) and VWR (\$2,000) have responded giving a 35% response rate. This is anticipated to increase in the coming months. The Treasurer also wishes to acknowledge the ongoing generous personal contributions from Alice Pang (\$100) and Gerald Chik (\$300).

Disbursements were quite heavy for the period amounting to \$41,800 owing to cheques not being issued in 2015 for the Board of Examiner Chair Exam Fee (\$9,000), Board of Examiner Chair Office Expenses (\$7,200), Board of Examiners Stipends (\$11,000) plus payments for the 2016 Board of Examiner Stipends (\$11,000) and the 2016 H1 Board of Examiner Chair office expenses (\$3,600). Included in the expenses are bank charges of \$10.00. The closing cash balance as of April 15, 2016 is \$23,167.34.

The Balance sheet for April 15, 2016 shows net assets of \$47,655.53 comprising the closing cash balance as stated above plus the RBC GIC with market value of \$5,288.19 and receivables of \$19,200 representing the balance of uncollected member contributions. Un-expended liabilities of \$17,100 includes: 2016 Scholarships and Awards (\$3,500), 2016 H2 Board of Examiner Chair office Expense (\$3,600), 2016 Board of Examiner Chair Exam Fee (for theory exam only, \$4,500), 2016 Advisory Council Member Stipends (\$3,500), Advisory Council Meeting Expenses (\$1,000) and Miscellaneous Expenses (\$1,000). Should we fully realize the Net Assets and the Net Liabilities, this would result in the Retained Earnings for the period of \$30,555.53.

The Retained Earnings position between 2015 (~\$31,800) and 2016 (~\$30,600) remains relatively unchanged. Fortunately significant cost savings were achieved by not needing to spend on exam materials in 2015 & 16 (\$10,000), Board of Examiner travel costs in 2015 & 16 (\$6,000) and ½ charge for BoE Exam Fees (\$4500). These costs are likely to resume in the near future. The Advisory Council will need to expand fundraising to prevent further erosion of capital.

Respectfully submitted by:

John Gravel, Treasurer

C/O 4595 6<sup>th</sup> Avenue W., Vancouver, BC, V6R 1V4

# Assayers Foundation of British Columbia



## Assayers Foundation of British Columbia

<b>BUDGET for FY 2016</b>		<b>FY2016</b>
		<b>Budget</b>
<b>ANTICIPATED REVENUE</b>		
Member Contributions		\$29,600.00
Interest and other income		\$20.00
<b>NET REVENUE</b>		<b>\$29,620.00</b>
<b>ANTICIPATED EXPENSES</b>		
Scholarships & Awards		-\$3,500.00
BC Assayers Exam Materials		\$0.00
2016 BoE Office		-\$7,200.00
2016 BoE Chair Exam Fees		-\$4,500.00
2016/17 BoE Chair and Examiner Stipends		-\$11,000.00
2016 BoE Travel Expenses		\$0.00
2016/17 Advisory Council Member Stipends		-\$3,500.00
2016 Advisory Council Meeting Expenses		-\$1,000.00
2016 Miscellaneous		-\$1,000.00
2016 Bank Charges		-\$30.00
Less Pre-Paid Expenses		\$0.00
<b>NET EXPENDITURES</b>		<b>-\$31,730.00</b>
<b>NET POSITION</b>		<b>-\$2,110.00</b>

**Notes:**

1) Anticipated Contributions include from Commercial Labs (\$17,500), from Mine / Smelter Labs (\$4,700), from the CMA and suppliers(\$7,000) and from Alice Pang (\$100) and Gerald Chik (\$300).

Respectfully submitted by

John Gravel, Treasurer

Date: April 15, 2016

# Assayers Foundation of British Columbia

## Invoices Sent 2016 and Amounts Received by Apr-2016

Company	Address	Contact Person	Email	Phone	Number of Lab Techs	Invoice Amount	Invoice Date	Sent By	Received
<b>Commercial Assay Labs</b>									
Bureau Veritas Commodities Canada	5090 Shaughnessy St, Vancouver, BC,	Jon Landau	<a href="mailto:jon.landau@au.bureauveritas.ca">jon.landau@au.bureauveritas.ca</a>	604.253.3158	130	\$ 5,000.00	18-Mar-16	Daniels	
ALS Laboratory Group	2103 Dollarton Hwy	Colin Ramshaw	<a href="mailto:Colin.Ramshaw@alsglobal.com">Colin.Ramshaw@alsglobal.com</a>	604.984.0221	300	\$ 5,000.00	18-Mar-16	Daniels	\$ 5,000.00
Activation Laboratories Ltd.	9989 Dallas Drive	Rob Hoffman	<a href="mailto:robhoffman@actlabs.com">robhoffman@actlabs.com</a>	250.320.1186	> 50	\$ 2,500.00	18-Mar-16	Daniels	
SGS Minerals Services	185 Concession Street, BOX 4300	Russ Calow	<a href="mailto:russ.calow@sgs.com">russ.calow@sgs.com</a>	705.652.2018	???	\$ 5,000.00	18-Mar-16	Daniels	
AGAT Laboratories	5835 Coopers Avenue					\$ -			
<b>Mine Labs</b>									
New Gold	New Afton Mine	John Andrew	<a href="mailto:John.Andrew@newgold.com">John.Andrew@newgold.com</a>		2	\$ 500.00	18-Mar-16	Daniels	
Barkerville Gold Mines	115 Keis Avenue	Glen Ventor	<a href="mailto:lindav@telus.net">lindav@telus.net</a>		2	\$ 100.00	18-Mar-16	Daniels	
Copper Mountain Mine	223 Burton	Richard Joyes	<a href="mailto:richard.joyes@cumtnop.com">richard.joyes@cumtnop.com</a>		8	\$ 400.00	18-Mar-16	Daniels	
North American Tungsten Corp.	306 Adela Trail	Jason McKenzie	<a href="mailto:info@natungsten.com">info@natungsten.com</a>		7	\$ 350.00	18-Mar-16	Daniels	
Thompson Creek Mining Ltd.	Endako Mines Division	Bill Mracek	<a href="mailto:psolly@tcrc.com">psolly@tcrc.com</a>		7	\$ 350.00	18-Mar-16	Daniels	
Teck Resources Limited	Suite 3300, Bentall 5	Steve Cook	<a href="mailto:stephen.cook@teck.com">stephen.cook@teck.com</a>	604.699.4329	75	\$ 2,500.00	18-Mar-16	Daniels	
AuTec Resources Limited	323 Alexander St.	Philip Morkel	<a href="mailto:pmorkel@autec.com">pmorkel@autec.com</a>			\$ 500.00	18-Mar-16	Daniels	
<b>Service Companies</b>									
VWR/Anachemia	3571 Viking Way, #10	Sean Murry	<a href="mailto:smurry@anachemia.com">smurry@anachemia.com</a>	1.800.361.0209		\$ 2,000.00	18-Mar-16	Daniels	\$ 2,000.00
Rocklabs Automation Canada Ltd.	1475 Riverside Dr.	Adrian Garcia	<a href="mailto:a.garcia@rocklabs.com">a.garcia@rocklabs.com</a>			\$ 1,000.00	18-Mar-16	Daniels	
Klein International	36 Hemisphere St., Neerabup, Western	Angus McGuire	<a href="mailto:amcguire@klien.com.au">amcguire@klien.com.au</a>			\$ 1,000.00	18-Mar-16	Daniels	
<b>Affiliated Groups</b>									
Canadian Mineral Analysts	3571 Viking Way, #10	Sean Murry				\$ 3,000.00	18-Mar-16	Daniels	\$ 3,000.00
<b>Private Contributions</b>									
Alice Pang						\$ 100.00			\$ 100.00
Gerald Chik						\$ 300.00			\$ 300.00
<b>Total</b>						\$ 29,600.00		<b>Total Received</b>	\$ 10,400.00
								<b>Outstanding</b>	\$ 19,200.00

## Invoices Sent and Amounts Received 2016

Company	Address	Contact Person	Email	Phone	Number of Lab Techs	Invoice Amount	Invoice Date	Sent By	Received
<b>Commercial Assay Labs</b>									
Bureau Veritas Commodities Canada	5090 Shaughnessy St, Vancouver, BC,	Jon Landau	<a href="mailto:jon.landau@au.bureauveritas.ca">jon.landau@au.bureauveritas.ca</a>	604.253.3158	130	\$ 5,000.00	31-Mar-15	Daniels	
ALS Laboratory Group	2103 Dollarton Hwy	Colin Ramshaw	<a href="mailto:Colin.Ramshaw@alsglobal.com">Colin.Ramshaw@alsglobal.com</a>	604.984.0221	300	\$ 5,000.00	31-Mar-15	Daniels	\$ 5,000.00
Activation Laboratories Ltd.	9989 Dallas Drive	Rob Hoffman	<a href="mailto:robhoffman@actlabs.com">robhoffman@actlabs.com</a>	250.320.1186	> 50	\$ 2,500.00	31-Mar-15	Daniels	
SGS Minerals Services	185 Concession Street, BOX 4300	Russ Calow	<a href="mailto:russ.calow@sgs.com">russ.calow@sgs.com</a>	705.652.2018	???	\$ 5,000.00	31-Mar-15	Daniels	\$ 5,000.00
AGAT Laboratories	5835 Coopers Avenue	Ron Cardinall	<a href="mailto:cardinall@agatlabs.com">cardinall@agatlabs.com</a>	905.501.9998	<50	\$ 2,500.00	31-Mar-15	Daniels	
<b>Mine Labs</b>									
New Gold	New Afton Mine	John Andrew	<a href="mailto:John.Andrew@newgold.com">John.Andrew@newgold.com</a>		2	\$ 500.00	31-Mar-15	Daniels	\$ 500.00
Barkerville Gold Mines	115 Keis Avenue	Glen Ventor	<a href="mailto:lindav@telus.net">lindav@telus.net</a>		2	\$ 100.00	31-Mar-15	Daniels	
Copper Mountain Mine	223 Burton	Richard Joyes	<a href="mailto:richard.joyes@cumtnop.com">richard.joyes@cumtnop.com</a>		8	\$ 400.00	31-Mar-15	Daniels	\$ 400.00
North American Tungsten Corp.	306 Adela Trail	Jason McKenzie	<a href="mailto:info@natungsten.com">info@natungsten.com</a>		7	\$ 350.00	31-Mar-15	Daniels	
Thompson Creek Mining Ltd.	Endako Mines Division	Bill Mracek	<a href="mailto:psolly@tcrc.com">psolly@tcrc.com</a>		7	\$ 350.00	31-Mar-15	Daniels	
Teck Resources Limited	Suite 3300, Bentall 5	Steve Cook	<a href="mailto:stephen.cook@teck.com">stephen.cook@teck.com</a>	604.699.4329	75	\$ 5,000.00	31-Mar-15	Daniels	\$ 5,000.00
<b>Service Companies</b>									
VWR/Anachemia	3571 Viking Way, #10	Sean Murry	<a href="mailto:smurry@anachemia.com">smurry@anachemia.com</a>	1.800.361.0209		\$ 2,000.00	31-Mar-15	Daniels	\$ 2,000.00
Rocklabs Automation Canada Ltd.	1475 Riverside Dr.	Adrian Garcia	<a href="mailto:a.garcia@rocklabs.com">a.garcia@rocklabs.com</a>			\$ 1,000.00	31-Mar-15	Daniels	
Klein International	36 Hemisphere St., Neerabup, Western	Angus McGuire	<a href="mailto:amcguire@klien.com.au">amcguire@klien.com.au</a>			\$ 1,000.00	31-Mar-15	Daniels	
<b>Affiliated Groups</b>									
Canadian Mineral Analysts	3571 Viking Way, #10	Sean Murry				\$ 3,000.00	31-Mar-15	Daniels	\$ 3,000.00
<b>Private Contributions</b>									
<b>Total</b>						\$ 33,700.00		<b>Total Received</b>	\$ 20,400.00
								<b>Outstanding</b>	\$ 13,300.00

# Assayers Foundation of British Columbia



Assayers Foundation of British Columbia

Cash Position - P&L Statement Year to date April 15, 2016		FY2016		
		Current Period	Year to Date Actual	Budget FY 2016
<b>OPENING BALANCE</b> (as of Oct 8, 2015)		<b>\$52,566.45</b>		
<b>REVENUE</b>				
	Member	\$12,400.00	\$12,400.00	\$29,200.00
	Interest and	\$10.89	\$10.89	\$20.00
<b>NET REVENUE</b>		<b>\$12,410.89</b>	<b>\$12,410.89</b>	<b>\$29,220.00</b>
<b>EXPENDITURES</b>				
	Scholarships & Awards	\$0.00	\$0.00	-\$3,500.00
	BC Assayers Exam Materials	\$0.00	\$0.00	\$0.00
	BoE Office	-\$10,800.00	-\$10,800.00	-\$7,200.00
	BoE Chair Exam Fees	-\$9,000.00	-\$9,000.00	-\$4,500.00
	BoE Chair and Examiner Stipends	-\$22,000.00	-\$22,000.00	-\$11,000.00
	BoE Travel Expenses	\$0.00	\$0.00	\$0.00
	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	-\$10.00	-\$10.00	-\$30.00
	less Pre-Paid Expenses BCIT Scholarship			\$0.00
	less Pre-Paid Expenses BoE Office			\$0.00
<b>NET EXPENDITURES</b>		<b>-\$41,810.00</b>	<b>-\$41,810.00</b>	<b>-\$31,730.00</b>
<b>CLOSING BALANCE (As of April 15, 2016)</b>		<b>\$23,167.34</b>		

Notes:

- Contributions: - for 2015: VWR (\$2000); for 2016: ALS (\$5000), CMA (\$3000), VWR (\$2000), Gerald Chik (\$300) and Alice Pang (\$100)
- Distributions include: - BoE Chair and Examiner Stipends for 2015 and 2016 (\$22,000)
  - BoE Chair office expenses for H1&H2 2015 and H1 2016 (\$10,800)
  - BoE Chair exam Fee for 2015 (\$9,000)
- Pending expenses: - Scholarships and Awards 2016 (\$3,500) and 2016 H2 BoE Office expense (\$3,600)

Respectfully submitted by

John Gravel, Treasurer

Date: April 15, 2016



# Assayers Foundation of British Columbia



## Assayers Foundation of British Columbia

Cash Position - P&L Statement Year to date October 8, 2015		FY2015		
		Current Period	Year to Date Actual	Budget FY 2015
<b>OPENING BALANCE</b> (as of Apl 17, 2015)		<b>\$45,504.12</b>		
<b>REVENUE</b>				
	Member	\$10,550.00	\$22,450.00	\$33,700.00
	Interest and other	\$15.33	\$45.96	\$142.62
<b>NET REVENUE</b>		<b>\$10,565.33</b>	<b>\$22,495.96</b>	<b>\$33,842.62</b>
<b>EXPENDITURES</b>				
	Scholarships & Awards	-\$3,500.00	-\$3,500.00	-\$3,500.00
	BC Assayers Exam Materials	\$0.00		-\$5,000.00
	BoE Office	\$0.00	-\$3,600.00	-\$7,200.00
	BoE Chair Exam Fees	\$0.00	-\$9,000.00	-\$9,000.00
	BoE Chair and Examiner Stipends	\$0.00		-\$11,000.00
	BoE Travel Expenses	\$0.00		-\$3,000.00
	Advisory Council Member Stipends	\$0.00		-\$3,500.00
	Advisory Council Meeting Expenses	\$0.00	-\$181.24	-\$1,000.00
	Miscellaneous	\$0.00	-\$806.40	-\$1,000.00
	Bank Charges	-\$3.00	-\$9.00	-\$30.00
	less Pre-Paid Expenses BCIT Scholarship			\$0.00
	less Pre-Paid Expenses BoE Office			\$0.00
<b>NET EXPENDITURES</b>		<b>-\$3,503.00</b>	<b>-\$17,096.64</b>	<b>-\$44,230.00</b>
<b>CLOSING BALANCE (As of Oct 8, 2015)</b>		<b>\$52,566.45</b>		

Notes:

1) Contributions:

- for 2015: SGS (\$5000), Teck (\$5000), New Gold (\$500) and David Tye (\$50)

2) CMA and BC Certified Assayers scholarships totalling \$3500 given to Sally Li (\$1000), Elton Tse (\$1000), Jessica Xu (\$1000) and Lisa Afrazehdoghaheh (\$500)

3) Pending distribution are: - BoE office expense for H1 2015 (\$3600)

- BoE Chair and Examiner Stipends for 2015 (\$11,000)

Respectfully submitted by

John Gravel, Treasurer

Date: Oct 8, 2015

# Assayers Foundation of British Columbia



## Assayers Foundation of British Columbia

<b>BALANCE SHEET</b> As of April 15, 2016		<b>FY2016</b>
		<b>Current</b>
<b>ASSETS</b>		
Cash		\$23,167.34
Investments (RBC GIC)		\$5,288.19
Receivables		\$19,200.00
<b>NET ASSETS</b>		<b>\$47,655.53</b>
<b>LIABILITIES</b>		
Scholarships and Awards		-\$3,500.00
BC Assayers Exam Materials		\$0.00
BoE Office		-\$3,600.00
BoE Chair Exam Fees		-\$4,500.00
BoE Chair and Examiners Stipends		\$0.00
BoE Chair Travel Expenses		\$0.00
Advisory Council Member Stipends		-\$3,500.00
Advisory Council Meeting Expenses		-\$1,000.00
Miscellaneous		-\$1,000.00
<b>NET LIABILITIES</b>		<b>-\$17,100.00</b>
<b>RETAINED EARNINGS</b>		<b>\$30,555.53</b>

Notes:

- 1) 35% of Member contributions have been received to date
- 2) Payments outstanding include:
  - 2016 Scholarships and Awards
  - 2016 H2 BoE Office Expenses
  - 2016 Advisory Council Meeting Expenses
  - 2016 BoE Chair Exam Fees
  - Advisor Council Member Stipends

Respectfully submitted by

John Gravel, Treasurer

Date: April 15, 2016

## Assayers Foundation of British Columbia

### Treasurer's Report Notes:

- Manzur Chaudhry: March 2014/2015 BoE Chair Stipend \$5,000
- Manzur Chaudhry: March 2015/2016 BoE Chair Stipend \$5,000
- Elaine Woo: March 2014/2015 BoE Stipend \$3,000
- Elaine Woo: March 2015/2016 BoE Stipend \$3,000
- Keith Roger: March 2014/2015 BoE Stipend \$3,000
- Dave Tye: March 2015/2016 BoE Stipend \$3,000

The Foundation's cash position is dropping quickly.

Unless we deal with costs or can increase revenues, our current burn rate could see the Foundation running out of cash within the next 2 years. This situation was mitigated by cost updates from Mac, e.g. no practical examination will take place in 2016. In total, Mac summarized cost reductions for 2016 totaling \$20,500.

Motion by Scott, seconded by Lawrence to accept report.

**Motion by Ron to pay stipends the years 2015 & 2016.** Seconded by Alice.

It was discussed that we need in-company representatives from the Foundation to pursue payment of Industry-member invoices. John Andrew will pursue his neighbouring Activation Lab in Kamloops.

The costs for examination fees to applicants were discussed as being very low. As a matter of clarification, it was noted that examinations fees are paid to BCIT, not to the Foundation. It was also noted that these fees may not necessarily cover BCIT's costs for hosting the examinations.

### 6. Board of Examiners report (Mac Chaudhry)

Three candidates wrote the theory examination in January: one was from northern Ontario. Because only two passed, and we need a minimum of 4 to justify the expense of administering practical exams, a practical examination will not take place until 2017. David Tye played a role in these written examinations. Keith Rogers has opted out of his role with the BoE. We are now looking for another examiner.

### 7. BCIT training program report (Paul Morrison)

Enrollment is steady, although not at levels observed 2-3 years ago. Enrolment continues to be strong from international students. Courses will continue to be offered on a regular basis throughout year.

### 8. Membership-Individual report (Gerald Chik)

Four companies at Roundup displayed the Assayers Foundation backdrop: Actlab, SGS, BV and VWR. The backdrop was on display for a full day at each of these companies' booths. It was observed that attendance in the exhibit hall was lower than past years; most conference delegates were at the core shed.

Some individual members (Certified Assayers) are keen to be Foundation members and attend the Foundations' next AGM.

## *Assayers Foundation of British Columbia*

### **9. Scholarship chair's report (Ray Lett)-presented by Mac**

There have been zero applicants so far this year for the trainee scholarships (deadline 30-July) versus 4 last year. One was late, so all who applied received scholarships. We need to do a better job advertising these scholarship opportunities. The graduate achievement scholarship (\$500) is/was decided by BCIT. So, the Foundation has no longer been paying this scholarship.

Ray noted that he would be happy to continue as chair of the Scholarship Committee. Everyone expressed enthusiastic appreciation for Ray's willingness to continue.

David reminded the group that we need to maximize our exposure for the good work we are doing with scholarships, e.g. encouraging presentations at Roundup.

Alexi added that, regarding chair positions, "there should be an academic as the chair for the Scholarship Committee; and therein there would be no conflict of interest."

Ray asked for opinion regarding the Foundation awarding 3 x \$1,000 versus 2 x \$1,500 scholarships. The recommendation was to stay at 3 x \$1,000.

Motion by Lawrence, seconded by John Andrews to have Ray stay on for a 2<sup>nd</sup> year as chair of the Scholarship committee.

### **10. New Business**

- 10.1. Recommendation to send an invoice to Swastika laboratories: \$1,000.

### **11. Next Meeting**

Next meeting is scheduled for October 21, 2016.

### **12. Summary of Action Items**

- 12.1. Scholarship committee chair job description -Ray will provide feedback to Lawrence within the week (Ray & Lawrence).
- 12.2. John & Ron will draft a letter to the BC Provincial government ensuring support for Assayer Certification and proposed changes to "The ACT". This is carried forward as an ongoing action item from 23-Oct-2015.
- 12.3. Recommendation to send an invoice to Swastika laboratories: \$1,000. (Scott)
- 12.4. Stipends to be paid for 2015/16 (John G.)