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4. Employee Assistance Program

Francis Barnabe tabled this item explaining that the contract with the current service provider will be coming to an end on June 30th. She stated that the costs for this service have being quite high over the last three years with the current contractor. Therefore, she is proposing that we go ahead and solicit proposals to see if we can find a more cost-effective service provider.

Members endorsed his suggestion. The Chairperson asked Fred to proceed with the bid solicitation process so that the matter is resolved by the end of June.

Action: Ray Stratton, Helen Mumroe

5. Year-End Projections

George Hermanson provided the monthly highlights of the year-end projections as follows:

Sales – are tracking towards a year-end figure 12% higher than last year.

Production Costs – Costs will be in line with forecasts at 5% higher than 20XX.

Revenues – Revenues are expected to be up 10% over last year, before taxes.

Workforce – End-July total – 513 total staff (435 full-time, 78 contractual).

6. Marketing Plan – 20XX

Deferred to next meeting.

7. Implementation of 20XX Business Plan

Deferred to next meeting.

8. Closing Remarks

The Chairperson stated that he was very pleased with the obvious positive impact of the new marketing strategy on the bottom line.

Members were asked to continue with the urgent implementation of the new CRM Campaign.

9. Next Meeting

The next meeting will be held in the main Boardroom at 1:30 p.m. on Monday, August 20, 20XX.

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