

The Institute of Chartered Secretaries and Administrators in Alberta

ALBERTA BRANCH QUARTERLY NEWSLETTER

Spring 2009

With the coming of Spring and the start of a new year, the Board Members of the Alberta Branch would like to take this opportunity to wish everyone a happy, peaceful and successful 2009 where both professional and personal goals are fulfilled.

The following events took place throughout 2008 and early 2009 in the Alberta Branch.

FEBRUARY 2009 LUNCHEON MEETING – February 24, 2009

We are pleased to announce that Agnes Lau, Associate Director of Corporate Finance, of Alberta Securities Commission will speak to the Branch membership on *Material Changes Regarding Insider Reporting Proposed by National Instrument 55-104* on February 24 at the Bow Valley Club in Calgary. A notice for this meeting can be found on the ICSA website at <http://www.icsacanada.org/ABOUT/PDF-ALBERTA/Alberta-Notice-Feb24-09.pdf>. For registration and additional information, please contact Judie Parker at jparker@ezpost.com.

SWOT ANALYSIS

In following up with a request from our National Office, the Alberta Board recently had a brainstorming session discussing the strengths, weaknesses, opportunities and threats of the Branch. Judie Parker, National Director, will present our findings at the next National meeting in March 2009.

COMMITTEES' TERMS OF REFERENCE

At its February meeting, the Alberta Board ratified the Branch's Committee Terms of References, including Edmonton Representative; Education and Development Committee; Membership Committee; Junior Achievement Committee; Strategic Planning Committee; Student Representative; Branch Correspondent.

We are in the process of uploading these documents to the ICSA website at http://www.icsacanada.org/ABOUT/branch_alberta.asp and invite our members to review the documents at your leisure. If there is a Committee that interests you or if you wish to volunteer generally with the Alberta Branch, please contact Chitrika Weerasekera at chitrika.weerasekera@calgaryhealthregion.ca.

UPCOMING ANNUAL GENERAL MEETING

Plans for this year's annual general meeting have begun and anticipate the meeting to be held in the latter part of April or early part of May. We are hoping to schedule the meeting on a Friday evening so members outside of Calgary will be able to attend. The Notice and proxy materials will be mailed directly to the membership; however, we encourage you watch the ICSA website for more details.

Elaine Leung, ACIS
Director
February 13, 2009