**TO:** AVICC Corporate Officers

**FROM:** Iris Hesketh-Boles

**DATE:** November 3, 2014

**RE: AVICC Resolutions Notice/Request for Submission;**

**Call for Nominations for AVICC Executive;**

**2014 AGM & Convention Minutes; and**

**Call for Presentations Reminder**

The following message and attachment were emailed through your local government contacts with a request to forward on to your Mayor and Council or Chair and Board, your CAO and yourselves. So as to ensure that there is no inadvertent lack of communication, I am sending a copy to you this copy via regular mail. Please note that I have not included a paper copy of the Minutes of the April 11-13, 2014 Convention, but would be happy to mail a copy or copies out if requested.

**Resolutions Notice/Request for Submission and Call for Nominations**

Attached is the Resolutions Notice/Request for Submissions and the Call for Nominations for the AVICC Executive. Covering the two documents is a memo from President Cross on behalf of Executive seeking members’ continued assistance in strengthening the resolutions process.

Please note that this year’s resolution and nomination deadline is **Monday,** **February 23, 2015.**

**2014 AVICC AGM & Convention Minutes**

The Minutes of the 65th Annual Convention held April 11-13, 2014 in Qualicum Beach and Parksville have been attached and are posted on the website at <http://avicc.ca/category/resources/agmconvention-minutes/>

The minutes are considered draft until approved by the membership at next year’s Convention. Also posted on the website are copies of handouts of PowerPoint presentations for various sessions held within the Convention program.

**Call for Presentations – 2015 AVICC AGM & Convention**

A reminder that members are encouraged to submit proposals for sessions they would like to see included in the 2015 AGM & Convention especially if they relate to resolutions they expect to forward on new policy topics.

Proposals may be submitted online at [avicc.ca/AVICC Convention 2015](http://www.formstack.com/forms/ubcm-avicc_2015_proposals) and are due by **December 12, 2014**.