

Summary of CAFII Board and EOC Action Items					
	Source	Action Item	Responsible	Deadline	Status Nov. 18, 2022
		Association Strategy, Governance and Financial Management			
1	EOC and Board: October 2019	Launch CAFII EOC Working Group to Explore a New Lower Dues Category of CAFII Membership, via a first meeting and a draft Terms of Reference for this Working Group.	B. Wycks/ K. Martin	31-Dec-22	In Progress/ See #2
2	BOD: June 9, 2020	Revisit the launch of the CAFII Working Group On A Proposed Lower Dues Category Of CAFII Membership once the economic environment stabilizes, via a first meeting and a draft Terms of Reference for this Working Group.	K. Martin	31-Dec-22	In Progress
3	EOC May 29, 2018	Develop a summary job description for the CAFII EOC Chair role and circulate it to EOC Members.	B. Wycks/ K. Martin	31-Dec-22	In Progress
4	EOC February 27, 2018	Document in writing the process for reviewing, approving, and admitting applicants for CAFII Members and Associate status	B. Wycks	31-Dec-22	In Progress
5	BOD April 12, 2022	Work with CAFII's Treasurer and assigned Controller to wind down the Restricted Fund and transfer its residual monies into the Association's General Fund during the Association's 2022 fiscal year	B. Wycks/ K. Martin	31-Dec-22	In Progress
6	BOD October 11, 2022	Identify a CAFII Board Vice-Chair candidate for appointment at the June 2023 First Meeting of 2023-24 Board of Directors	P. Thompson/ K. Martin/ B. Wycks	15-May-23	In Progress
7	BOD October 11, 2022	Change CAFII Member dues invoicing process to one annual invoice beginning in 2023	K. Martin/ B. Wycks/ R. Nason	28-Feb-23	In Progress
8	EOC October 25, 2022	Develop advanced draft of Proposed CAFII 2023 Operating Budget for presentation at November 24/22 EOC Meeting, for endorsement, and subsequent presentation to Board at its December 6/22 meeting for approval	K. Martin/ B. Wycks/ R. Nason/ D. Hinnecke	21-Nov-22	In Progress
9	EOC October 25, 2022	Prior to December 6/22 Board Meeting, organize appointment of V. Gillis as TD Insurance's new Director on the CAFII Board, using the Electronic Voting Of The Board, Outside Of A Board Meeting provision in the CAFII By-Law	B. Wycks	2-Dec-22	In Progress
		Regulatory Initiatives			
10	EOC October 26, 2021	Organize a meeting of the Market Conduct and Licensing Committee to review CCIR's 2021 document on the industry's adoption of the FTC guidance	K. Martin/ B. Wycks	31-Jul-22	In Progress
11	BOD October 11, 2022	Schedule and hold a private, one-on-one meeting with AMF's Eric Jacob and share outcomes with K. Martin and B. Wycks, so that CAFII Members can in-turn be informed	P. Thompson/ K. Martin/ B. Wycks	15-Nov-22	Completed
12	EOC October 25, 2022	Following P. Thompson's private, one-on-one meeting with AMF's Eric Jacob on November 4/22, secure a debrief session with P. Thompson and then share outcomes of the November 4/22 meeting with CAFII Members	B. Wycks/ K. Martin	15-Nov-22	Completed
		Association Operations			
13	EOC May 17, 2022	Regularly scan website videos to ensure that they are up-to-date and don't include broken links	K. Martin/ B. Wycks	31-May-22	Ongoing
14	BOD October 11, 2022	Implement immediately Board-approved revisions to CAIFI Alerts Weekly Digest	B. Wycks/ J. Becker/ A. Nguyen	14-Oct-22	Completed