



Connecting the Canadian Live Performing Arts Community
Réunir le milieu canadien des technologies scénographiques

**CITT/ICTS NATIONAL BOARD
Annual General Meeting Minutes
Saturday August 19, 2023 at 1:00 ET**

Meridian Hall Lower Lobby, Toronto, Ontario and Via Zoom

Board of Directors Present:

Paul Del Motte (President)
Russell Martin (Vice-President)
Matt Frankish (Past President)
Al Cushing (Treasurer)
Andrea Lundy (Secretary)
Esther Van Eek (Director at Large)
Autumn Coppaway (Director at Large)
Crystal Lee (Director at Large)

Board of Directors Regrets:

Claudia L'Écuyer (Director at Large)

National Office Staff Present:

Monique Corbeil (National Coordinator)
Marie-Laure Leclerc (Coordination Assistant)

Regional Section Representatives Present:

Eric Mongerson, Quebec Section
Laura Coleman, Ontario Section
Jody Burkholder, BC Section
Kevin Humphrey, Alberta Section

Regional Section Representatives Regrets:

John Dyck, Prairie Section
Sandra Matte, Quebec Section

60 Participants in attendance

CALL TO ORDER

President calls the meeting to order at 1:00 ET

President's Welcome and Opening Remarks

President Paul Del Motte welcomes the delegates to the meeting, offers a land acknowledgment for Tkaronto.

1. Approval of the Agenda

- Motion to approve the 2023 Annual General Meeting Agenda
Moved by Al Cushing
Seconded April Viczko
Carried

2. Approval of the Minutes of the 2022 AGM

- Motion to approve the 2022 Annual General Meeting Minutes
Moved by Jess McNabb
Seconded Esther Van Eek
Carried

3. Treasurer's Report

Presented by Al Cushing – see report in Annex A.

Report presented on the audited 2022-23 statements. They have been reviewed by the finance committee and approved by the Board of Directors. The 22-23 year was completed with a surplus of approximately \$15,000.

3.1. Presentation of the 2022-23 Financial Statements by Auditor

Roland Naccache presents the 2022-23 audited financial statement, year-end April 30th, 2023. There are no reserves – statement was completed fairly. Overall, the organization has a net worth of \$228,000 at the end

of the fiscal year which represents 28% of the overall budget.
There are no questions.

4. President's Annual Report

Presented by Paul Del Motte – see report in Annex B

5. National Office Report

Presented by Monique Corbeil – see report in Annex C

6. Regional Section Reports

6.1. BC Section presented by Jody Burkholder

In late stages of building Board of Directors. Looking for early events to gather and find more members. Will look ahead to ways of securing grant funding in order to support initiatives. Want to do a venue tour to gather information. Big plans ahead for the region as they rebuild.

6.2. Alberta Section presented by Kevin Humphrey, see report in Annex D

6.3. Prairie Section presented by Rick Boychuk

Report is written by chair John Dyck. Six events in the works for the fall. Working on building partnerships in the community for Rendez-vous 2023.

6.4. Ontario Section presented by Laura Coleman, see report in Annex E

Ontario AGM was held Aug 18th, 2023. Connect 2023 was held in January and was a great success. Focus is to bring students and professionals together. Looking ahead to Connect 2024.

6.5. Quebec Section presented by Eric Mongerson, see report Annex F

Board met 4 times during last year. Rendez-vous Technique supported in Quebec City. AGM was held in-person this year. Involved in Expo-Scène as well and supported TEC talks there.

7. Committees Reports

7.1. IDEA

Presented by Co-Chairs Russell Martin and Crystal Lee – see report in Annex G

7.2. Mentoring / Professional Development

Presented by Chair Andrea Lundy – see report in Annex H

8. 2023 Board Election Results

8.1. Election results are presented by the president. The following members have been elected to sit on the board for a 2-year term: Andrea Lundy and Crystal Lee

8.2. The remaining board members are Paul Del Motte, Russell Martin, Autumn Coppaway and Al Cushing.

8.3. Introduction of New Board Members

- Introduction of Joshua McIntosh

9. Moving Forward

9.1. Draw for Rendez-vous 2024 in Saskatoon

Recipients of the draw

Leslie Hernandez and Jo Penny

Backups – 3 additional backup names were drawn

10. Questions from the Members

10.1. Comment – CITT/ICTS supported World Stage Design and received a major Canada Council Grant. Do we have the momentum and ability to apply for further operating funding? The Board will follow this comment and suggestion.

11. Adjournment

Moved by Matt Frankish to adjourn the meeting at 1:58pm ET

Andrea Lundy
Secretary

ANNEX A

Financial Report 2023

The financial statement for CITT/ICTS for the 2022/2023 fiscal year has been audited by Roland Naccache et associés; reviewed by the Finance Committee and approved by the Board of Directors.

The last three years have been a financial challenge for CITT/ICTS. There was the shock of the COVID 19 pandemic and resulting cancellations, twice, of EXPO-SCÈNE.

Monique steered us, with the support of most of our corporate members, through the resulting drought in income and was able to host a successful trade show this year.

CITT/ICTS partnered with OISTAT and the U of C to present World Stage Design; a project that was complicated by the Pandemic and its associated delays and additional expenses. Funding for our contribution came from our reserves.

CITT/ICTS was also able, with Federal support, to provide a series of mentorship opportunities for live performing arts technicians. The program was very successful.

Mostly due to success of EXPO SCÈNE and Monique's leadership we have finished the year with a modest surplus of \$15,429 and unrestricted assets of \$226,360.

We have asked M. Roland Naccache to join us at this time to present the audited financial statements. Please hold onto your questions until the end of the presentation.

Al Cushing
Treasurer

ANNEX B

Presidents Report 2023

We are finally back in Toronto for our first time in many years. Here is where the ground rules and structure were first set up in 1990 and the very first full conference was held in 1991. As always, we try to move our conference across the country, and it is great to be back where it all started.

Theatre and live entertainment are still trying to gain its footing over the past couple of years and we still have a way to go. I've always admired the resiliency of the people that work in our industry and their ability to tough it out during the most challenging of times. While we are still not out of the woods, we are moving closer to where we once were. I thank each and every one of you for your part in this journey.

Here are some of CITT/ICTS accomplishments over the past year:

- Expo-Scene is back on track and this April welcomed over 1600 attendees with 62 exhibitors providing one of the larger trade shows in Canada. This event provides both support and visibility to our operations. It was great to be able to take part in this event and meet up with our corporate members. I look forward to the 10th anniversary of this show running next year on the 10th and 11th of April
- Our newformed prairies section has hit the ground running and are already hard at work in preparations for our first conference to be held there a year from now.
- We have been working hard on realizing the strategic plan which has had some bumps in the road, but I hope, now that we have moved into the new normal, progress is being made. After this meeting I urge you all to hang around and attend the plenary session on membership. Your input will be vitally important to us in moving forward and assessing the need of our organization. CITT/ICTS is nothing without you the membership.
- We've successfully run and completed the In-House assistantship programme of which our National Coordinator will talk about in her report on a very tight timeline and to great effect.
- I am happy that we also were able to team up with PM/TD Arts and co-program their events into our conference giving you all a great selection of sessions to attend.
- I'd also like to take the time to thank the following:
 - Our conference committee lead by our past-president Matt Frankish in pulling together all the programming that you have been able to enjoy these past few days.
 - The corporate sponsors, including IATSE Local 58 our main conference sponsor, who have supported us both through the years and at this conference. Without your support RENDEZ-VOUS would not be able to happen at the level it does.
 - And last but not least the staff and crew of the Meridian Hall for everything they have done to support this conference.
- I feel we will be seeing some great changes over the next year and with your support the board will help nurture that change. Speaking of the board I urge you, if you are interested, to think about what you might be able to do to help out CITT/ICTS and maybe put your name forward to be a future director on our board as it can be a very rewarding experience. There will be some outreach to get some non-board members on these vital committees. If you are interested, please approach any member of the board to show your interest. It's a great way to find out what the board is all about.

I would like to take this time to thank our staff. Monique and Marie-Laure, as I said last year, for keeping the good ship CITT/ICTS afloat. Their dedication and hard work, in what at times can be a thankless job, is invaluable to the organization. Without them this organization could not survive. They are our support working hard in the shadows to keep us under way.

I as well thank you, the members. Your Involvement both here and at the section level is what CITT/ICTS is all about. We exist to form a community of likeminded people and to support and further theatre and live entertainment going forward.

As I head into my second year as President, I will do my best to continue to support our entertainment community. With the help of the board and you I hope to keep CITT/ICTS a vibrant organization going forward for years to come. Please do not hesitate to contact me. Sometime I might take a while to get back to you, that crazy day job and all, but I will always listen.

In closing, I sincerely thank each of you for continuing to engage with our community you're your ongoing support of CITT/ICTS. Last year I referred to us being like a ship that made its way through the storm with the help of all of you. Now that the seas have calmed a bit, I look forward to seeing what the future will bring.

Submitted by Paul Del Motte

ANNEX C

CITT/ICTS NATIONAL COORDINATOR ANNUAL REPORT

Prepared by Monique Corbeil August 19, 2023

1. National Office
2. Membership
3. CITT/ICTS Annual Events
4. Outreach Initiatives and Community Support

NATIONAL OFFICE

The office staff is composed of two people: Marie-Laure Leclerc, coordination assistant and myself. We continued to work remotely throughout the year.

MEMBERSHIP

- The membership revenues totaled \$71 108 down \$1 200 from 2022.
- Total number of members in good standing was also down by 19.
- From May 2022 to April 2023, CITT/ICTS welcomed 36 new and returning members.

CITT/ICTS ANNUAL EVENTS

Rendez-vous 2022 was presented in person at the University of Calgary during the World Stage Design event August 11 to 13 and included a virtual component for the all the 20 sessions that were presented. The delegate registration revenues were transferred to WSD as part of our co-production agreement allowing delegates to attend both events with the same conference pass.

The conference generated a surplus of \$2 710 and Swag Bingo collected \$1 735 in donation for The AFC.

I wish to thank Kevin Humphrey the Rendez-vous technical director for his outstanding work in bringing together the technical component of Rendez-vous.

EXPO-SCÈNE 2023 was held on April 13 and 14 at the Palais des congrès de Montréal. This edition was met with some challenges as it was scheduled on Thursday and Friday after Easter rather than the usual Wednesday and Thursday before Easter. It overlapped with two other major USA shows including the NAMM in Anaheim California which exceptionally changed their dates from January to April in 2023 and the NAB show in Las Vegas. This had an impact on attendance by both exhibitors and attendees.

- Total exhibitors: 62 with 460 exhibitors' staff
- Total visitors: 1141 with 86% Québec, 13% Ontario 1% other
- Total revenues: \$343 422.00
- Total surplus: 124 397.00

EXPO-SCÈNE is planned and organized by a team of three people composed of Joël Décarie, the show Technical Director, the office coordination assistance Marie-Laure Leclerc and myself.

OUTREACH INITIATIVES AND SUPPORT TO THE COMMUNITY

Over the year, CITT/ICTS supported numerous events including:

- Event Safety Alliance Canada safety conference (deferred from 2020)
- PMArts and TDArts online passes sponsorship in June 2022
- CQICTS Québec Section Rendez-vous technique luncheon presentation in September 2022
- The Ontario Section Connect 2023 event in January 2023

CITT/ICTS In-House Assistantship Program CPAWRF

In May 2022 CITT/ICTS submitted an application to the Canadian Performing Arts Workers Resilient Fund (CPAWRF) for In-House Assistantship projects. The application was accepted and CITT/ICTS received a grant for \$190 000.

Two rounds of applications were received, and twenty-six self-created technical assistantships were selected and funded from six provinces and one territory. Of those, 25 were in English and one in French. These assistantships lasted between two and seventeen weeks, and trained assistants in disciplines including lighting, sound, video, props, production management, and technical direction.

Funds were set aside to provide access for those facing barriers in accessing the program, including for Indigenous, radicalized, marginalized, Disabled and other equity- seeking applicants. These funds were intended to support those living in distant rural areas, and those with childcare needs. These funds were to be in addition to funds paid out as part of the assistantship, so that these applicants can take full advantage of the assistantship. Several assistantships took advantage of these funds.

The reports from the twenty-six assistants were highly positive in their responses to the program, describing significant improvements in their understanding and engagement with their discipline as a result of learning from their mentors and accessing the resources of these companies. Hosting spaces also reported very positive outcomes from the project and express a need for this type of program on an annual basis. Sadly, the CPAWRF program ended on March 31st 2023 and will not be reinstated. A total of \$175 000 was spent for the projects, \$10 000 was used to hire the project manager \$5000 for administration fees and CITT/ICTS contributed \$10 000 in in-kind support from the national office staff.

As the promoter of this initiative, this endeavour has been a very positive experience. CITT/ICTS has been encouraged by both the assistant and hosting venues participants to continue to offer this type of program in a recurrent way. There is an undeniable need for mentorship, hands-on assistantships and professional development for the technical and production workers in the performing arts sector and we sincerely hope that Canadian Heritage can continue to fund and support such initiatives. The performing arts landscape has been dramatically transformed following the COVID pandemic; it is CITT/ICTS desire to continue to enrich the sector with valuable and constructive assistantship programming such as this one for the betterment of the Canadian live performance community.

In closing, I would like to thank the board of directors for the continuous support and guidance, and I would like to acknowledge Marie-Laure for her relentless support and dedication throughout the year.

ANNEX D

CITT/ICTS Alberta Section Annual Report

During the past year our board was able to meet 7 times and we also had our AGM with the membership for a total of 8 meetings. All of which were held online.

We held our AGM in November 2022, it was the first one under our new bylaws and the clarity the revised bylaws gave us streamlined the election. Our next AGM will be on September 11, if you are an Alberta member please email us at alberta@citt.org and RSVP. It will be online only and we will send out the link to all who register.

At our AGM we were able to bring on some new faces and some old ones that had taken a break. We weren't able to organize any events this year but we found we had enough stability and energy to start working on a long needed update to Safe Stages, this is Alberta's version of the "Safety Guidelines for the Live Performance Industry in Ontario" publication. This was originally an initiative between the Alberta Government's department of OH&S, Theatre Alberta, CITT/ Alberta and many other individuals and organizations. While still relevant it was published in 2006 and has not been updated since. The Alberta government is no longer working to publish or update industry specific guidelines so won't help us with this update. They have however given us the green-light to use all materials in the original and carry on with the name. We have begun some research into which parts are out of date and/or missing. We are working towards contracting someone to help find some funding grants to help see this to completion.

In March of this year we were able to partner with Theatre Alberta an offer \$2500 in funding to an Alberta Member who has done lots of work to help the community as part of their broader Michelle Dias Community Service Award. This award was given to Betty Hushlak She planned to use the award to help her attend the Prague Quadrennial in June.

Without any events our financial situation remained stable and relatively unchanged. For our year ending May 31, 2023, we earned \$136.09 in interest on our GIC. We spent \$1300 sponsoring the Betty Mitchell Awards in Calgary and the Elizabeth Sterling Haynes Awards in Edmonton. We had Bank charges of \$3.75 and a Webhosting expense of \$48. A generous member in Calgary has once again paid for our website domain renewal fees for a further 3-years.

Submitted by Kevin Humphrey

ANNEX E

CITT/ICTS Ontario Section

We had a very successful Ontario AGM yesterday, thank you to all present. We would like to welcome the slate of directors that was approved yesterday and new to the board are Stephanie Grinton and Collin Harris. We look forward to working with them. I would like to thank the Ontario board for their continued hard work this past year and going forward.

The Ontario Section spent a lot of time this year bringing back our annual event Connect 2023. It was held January 6th to 8th at Toronto Metropolitan University and was a big success. We hosted training sessions such as Qlab for both audio and video, EOS programming and Yamaha console training. We also hosted a boots and shoes seminar, advocating for yourself and what to do when you catch your first call with IATSE among many others

The focus of the event is to bring students and professionals together, while offering educational opportunities to the community to help fill the gaps from Covid or learn a new skill.

A special thank you to all of our volunteers and sponsors for Connect 2023, The National Office for their support and to IATSE Canada and the Canadian Performing Arts worker resilience fund. Through this we were able to pay all of our instructors and panelists for their time and expertise, as well as the materials needed, while keeping it free to participants. Our goal for Connect 2024 is to keep this up while keeping cost low to participants.

The Ontario board is looking forward to building on the momentum and working on expanding what we can offer our section going forward.

Lastly, we would like to thank Paul for his service with the CITT Ontario Board. Paul has been on the board for 11 years and was chair for 6 plus years. He has done so much for the board and getting us through the pandemic. We appreciate all his hard work over the years and wish him well moving forward and hopefully some rest.

Submitted by Laura Coleman

ANNEX F

MOT DE LA PRÉSIDENTE - CQICTS

L'équipe du CA a choisi d'orienter les priorités l'année 2022 dans le développement des compétences des travailleurs de notre secteur d'activité afin de pallier aux grands changements provoqués par la pénurie de main-d'œuvre dans le secteur des technologies scénographie.

Pour ce faire, l'équipe du CQICTS a proposé d'accentuer la mise à profit de la ressource en matière de formation continue mutualisée avec l'AQM.

Premièrement, deux tournées d'actualisation des pratiques techniques ont été planifiées dans les régions du Bas St-Laurent, de la Gaspésie, de la Côte-Nord, de l'Abitibi et du Saguenay–Lac-Saint-Jean était prévues dans les mois de mai et juin. Actualisation des pratiques techniques : PROTOCOLE(S) NUMÉRIQUE(S), GRÉAGE ET SÉCURITÉ désireait répondre à trois enjeux mentionnés dans les différents rapports produits par Compétence culture en matière de formation soit :

- Le perfectionnement en nouvelles technologies ;
- Le manque de formation dans des compétences spécialisées ;
- L'inégalité des ressources en régions éloignées comparativement aux grands centres.

Malgré les besoins criants en matière de formation continue, le contexte spécifique aux technologies scénographiques (horaire variable et chargé, précarité d'emploi, statut des travailleurs) rend la réalisation de formations de groupe difficile. Finalement, malgré un intérêt marqué par les techniciens en région, une seule des deux tournées a été réalisée. L'autre a dû être annulée par manque d'inscriptions et en raison de cas de Covid-19. Malgré les difficultés rencontrées, les participants semblent avoir apprécié les formations offertes. Le contenu de la formation correspondait à leurs besoins et attentes à 100 % tout comme l'atteinte des objectifs. La satisfaction concernant le formateur est également élevée et il a été décrit comme "Fort expérimenté" et "...en plein contrôle du sujet avec des exemples très pertinents."

Suite à cette expérience, nous avons constaté que notre structure administrative était mal adaptée pour le support d'activité de ce type. Nous avons convenu qu'il serait préférable de mettre en place des formations en collaboration avec un organisme qui peut soutenir administrativement la logistique associée aux dépenses. Par exemple, le fait de ne pas avoir de carte de crédit rend beaucoup plus complexe la réservation de chambres d'hôtel, de location de véhicules, etc. Si nous désirons réaliser d'autres activités de ce genre, nous devons revoir nos ressources administratives.

Ensuite, Françoise Boudreault (Ressources mutualisées avec l'AQM), a aussi travaillé sur la logistique requise pour la réalisation des Rendez-vous techniques 2022, tenus à Québec début septembre. Encore une fois, cette activité de formation et de réseautage a été un succès avec plus de 70 participants dans le cadre de 8 formations spécialisées (Autocad, réseautique et protocole IP, GrandMA, électricité mapping vidéo, machiniste, gréage et Qlab).

Une rencontre avec l'équipe de Compétence culture a aussi été organisé afin de mieux faire valoir leurs efforts de sortie de crise. Les participants ont bien apprécié cette présentation et cette dernière a suscité de longs échanges par la suite.

Afin de soutenir le comité sectoriel en culture dans ses ambitions de documenter les besoins en matière de formation, Marie-Claude Pion a aussi participé aux différentes rencontres et consultations des chaînes Théâtre et Humour qui ont servis à la production de rapports ([Chaîne Théâtre](#), [Chaine Humour](#)).

Le conseil d'administration du CQICTS a aussi tenu ses promesses et délégué un représentant pour assister à la majorité des rencontres du CA du CITT afin de demeurer près des priorités de l'organisme et d'être au fait des principaux enjeux nationaux.

Nous avons aussi pris le temps de revoir les règlements généraux de l'organisme afin de les mettre au goût du jour.

Une équipe Teams a été créée afin d'assurer une meilleure communication entre les administrateurs. Les documents relatifs à l'administration de l'organisme y sont centralisés, ce qui facilite l'avancement des dossiers.

A WORD FROM THE PRESIDENT – CQICTS

The Board of Directors has decided to focus its priorities for 2022 on developing the skills of workers in our industry, in order to offset the major changes brought about by the shortage of manpower in the scenography technology sector.

To this end, the CQICTS team has proposed to step up the use of our shared continuing education resources with the AQM.

Firstly, two technical practice update tours were planned for the Bas St-Laurent, Gaspésie, Côte-Nord, Abitibi and Saguenay-Lac-Saint-Jean regions in May and June. Actualisation des pratiques techniques : PROTOCOLE(S) NUMÉRIQUE(S), GRÉAGE ET SÉCURITÉ wanted to respond to three issues mentioned in the various reports produced by Compétence Culture with regard to training, namely :

- Upgrading in new technologies ;
- Lack of training in specialized skills;
- The inequality of resources in remote regions compared to major centers.

Despite the dire need for ongoing training, the specific context of scenographic technologies (variable and busy schedules, job insecurity, status of workers) makes group training difficult. In the end, despite strong interest from technicians in the regions, only one of the two tours went ahead. The other had to be cancelled due to a lack of registrations and cases of Covid-19.

Despite the difficulties encountered, participants seem to have appreciated the training offered. The training content met their needs and expectations 100%, as did the achievement of objectives. Satisfaction with the trainer was also high, and he was described as "Strongly experienced" and "...in full control of the subject with very relevant examples."

Following this experience, we realized that our administrative structure was ill-suited to support activity of this type. We agreed that it would be preferable to set up training courses in collaboration with an organization that could administratively support the logistics associated with the expenses. For example, not having a credit card makes booking hotel rooms, car rentals, etc. much more complex. If we want to carry out other activities of this kind, we'll have to review our administrative resources.

Next, Françoise Boudreault (Shared Resources with AQM), also worked on the logistics required for the Rendez-vous techniques 2022, held in Quebec City in early September. Once again, this training and networking event was a success, with over 70 participants taking part in 8 specialized training courses (Autocad, networking and IP protocol, GrandMA, video mapping electricity, machinist, rigging and Qlab).

A meeting with the Compétence Culture team was also organized to showcase their crisis recovery efforts. The presentation was well received by participants, and led to lengthy discussions afterwards.

To support the cultural committee in its ambitions to document training needs, Marie-Claude Pion also took part in various meetings and consultations with the Chaîne Théâtre and Chaîne Humour, which led to the production of reports (linked above in French)

The CQICTS Board of Directors also kept its promises, delegating a representative to attend the majority of CITT Board meetings in order to stay in touch with the organization's priorities and keep abreast of key national issues.

We also took the time to review the organization's by-laws to bring them up to date.

A Teams team was created to ensure better communication between directors. Documents relating to the organization's administration are centralized there, facilitating the progress of files.

Submitted by Sandra Matte

ANNEX G

CITT/ICTS IDEA Committee Report

Crystal Lee and Russell Martin are the co-chairs of the Inclusion, Diversity, Equity, and Access Committee and the following report is in collaboration with our other supporting member, Andrea Lundy.

The IDEA committee has embarked on restructuring and defining what it means to have equity within our membership. Largely, our time has been devoted to internal research, training and taking in feedback from our membership on how to build better infrastructure within our own leadership.

Behind the scenes, we've been in consultation with Cary Gillett, who chairs the USITT version of IDEA committee – and who, much like us, is navigating how to better diversify their membership to make it more accessible to minoritized voices who aren't as empowered in homogenized public spaces.

We also kickstarted our Board training series with a 2hour internal mandatory session in English and French on Workplace Inclusion for Gender and Sexual Diversity with a Canadian based company – Egale. Other workshops Russell and I are prioritizing for the incoming term are anti-indigenous racism, and general equity and inclusion in the arts as it relates back to our strategic plans moving forward.

Committee members felt that prioritizing consistency in language and understanding within our board, was the best activation of our strategic priorities at this time, in hopes that what we learn will better inform our best practices for our membership.

Currently, this committee is focusing on removing barriers for our membership, and promoting and improving inclusivity and visibility of diverse members. This year, we were happy to have a more active voice in how we engaged the CITT/ICTS Rendez-vous – with consistent language in our welcome packages and presenter introductions. We are also grateful to have better representation in programming through some other leading entities in advocacy and change – PM/TD Arts, Means of Production and ADC, to name a few.

As we continue our work, we're energized by some of the momentum we've built in the last two terms. Our larger upcoming priorities will be to build our committee, and finally open it to membership who are interested in contributing. IDEA also shouldn't happen in a vacuum, and so we'll be empowering more intersection between committees, ensuring there's representation in planning ahead.

ANNEX H

CITT/ICTS Membership and Engagement Committee Report

Andrea Lundy is the chair of the Membership committee and the following report takes into account a plan in development with other members of the committee - Autumn Coppaway, Crystal Lee and Paul Del Motte.

The committee have been meeting to discuss how best to address the current industry needs and how to move forward with the engagement of current members and how to provide more outreach to grow our membership.

The Committee is strategizing a plan to engage the membership, ask questions, listen to what the needs are from members and discuss ways that we can engage new members.

We have a goal to gather metrics via the plenary discussion today and potential Town Halls moving forward. The terms and path forward will be determined with these metrics and the valuable input from the community.

We would like to measure success in the strategic plan with some of the following achievements

- A cycle of sustainability is attained in membership and activities.
- Membership increases as a result of activities that are more representative
- Members are active and engaged on committees, on the Board, in Prof. Dev. and mentorship
- Members are proud to be part of the organization and share this with their networks.
- Members feel valued by their organization, their community and their peers.
- Excellence is recognized and celebrated.

There is no forward movement without deep, open and considered discussion. We aim to be better listeners and open to what the membership feels if the best way to serve the industry. We value Transparency and openness. We are Interested and are listening.