

Deborah Brenton, Executive Assistant
Annual Report to the Business Meeting
Edmonton, Alberta, September 21, 2011

I am very pleased to file my third report to the Board of Directors of the Poplar Council of Canada. The Executive Assistant's responsibilities include managing the daily operations of the office; membership and associated services; coordinating permanent files and membership databases; preparing agendas and recording minutes for meetings; maintaining a library of technical information; responding to and providing referrals to information requests; soliciting articles, editing and formatting the newsletter, as well as maintaining accurate financial records of all bank accounts, accounts payable and receivables. The Executive Assistant is also responsible for conference services including registration, events planning and organization.

Membership

The Poplar Council welcomed 2 new Individual members this year – David Kamelchuk and Ryan Canart. The Council also welcomed a new Corporate member – Larry Lafleur from Coast to Coast Reforestation. Currently, the Corporate membership now stands at 13 with 42 Affiliates, Individual membership totals 34, with 3 Associate members. Last year the Poplar Council made a decision to change from a fiscal year end to a calendar year end, and as an incentive to all of the long standing members of the Council, members' dues for 2010 were extended until December 31, 2011. Therefore, towards the end of this year, all members will receive their annual membership dues payable for 2012. . Please feel free to visit the website at www.poplar.ca/members for contact information for current and new members.

Highlights of 2011

This year was a very active year for the Council due to the decision made at the last annual meeting in Syracuse, NY to hold the next Annual General Meeting in September 2011 in Edmonton, in conjunction with the IPC Environmental Applications Working Party and the Poplar Council of the United States. We are hoping that this event is especially productive, informative and successful.

Since the last annual meeting, two newsletters have been published. One in the fall of 2010, and the other in the spring of 2011. The spring newsletter highlighted the International Poplar and Willow meeting in Italy, 2010 and the Short Rotation Woody Crops in Easter North America, as well as the annual reports presented at the meeting held in Syracuse, NY.

Conclusion

I would like to especially thank Barb Thomas and the other members of the Executive Committee of the PCC for their patience, guidance and understanding throughout this past year. I also look forward to working with the Council, the Executive Committee, and all of the members in the upcoming year.