



Record of Decisions 5 Feb 2016 Board Meeting

1. At the 5 Feb 2016 Board Meeting, the following decisions were rendered:
 - a. To appoint non-board positions, a call for volunteer will be placed in CapCon for each position becoming vacant. If no volunteer, then the individual currently occupying the position and Board members will make recommendation and a Board member be appointed to approach the nominees.
 - b. To reflect the new composition of the Board, the Board Members' Role and Responsibilities document was updated and will be published on the FFO web site.
 - c. To ease the burden on the President, the FFO members' email distribution list will be provided to select individuals who require it to perform their function, allowing them to communicate directly by email with members.
 - d. To better deal with non-FFO Ambassadors for either a global inbound or joining an outbound exchange, Ambassador Screening Guidelines have been developed which will be published on the FFO web site.
 - e. Being of a more personal nature, diaries or other journal type documents generated by the members of an outgoing exchange will not be posted on the FFO web site but will be kept in the archives and made available on request to EDs going to the specific area.

A handwritten signature in blue ink, appearing to read "Donna Nicholson", with a long horizontal flourish extending to the right.

Donna Nicholson
FFO President

A handwritten signature in purple ink, appearing to read "Alain Dawson", with a stylized, looped initial "A".

Alain Dawson
FFO Secretary