**Annual Report by Tom Maville, FCILT, Chairman CILTNA**

**for the year ended 2016-17**

1. **A comment regarding our year-end reporting**:

Last year we changed our year end from September 30th to July 31st. The time available between the end of September and early November was not long enough for us to finalize our year financial documents and for the auditor to finalize his audit. Our year end financial reports will now reflect that period.

1. **Virtual Works Inc**.

This past year saw a change in our administration and book keeping services. Brenda Tobin, who has been our administrator for the past few years, had her first baby and won a competition for a full-time position with Passport Canada.

Replacing Brenda and her aunt is Barbara Best and her team at Virtual Works Inc., an Ottawa-based full-service administration firm. Barbara and her colleague, Rebecca Whelan have been with us now just over four months.

1. **MEMBERSHIP**

The vast majority of our members are here in Canada, and to a lessor extent, the US. Our membership base has been declining with retirements, and competition from other transportation and logistics organizations. Social media, and on-line networking are also a growing challenge to getting people out of their offices.

Maintaining and growing our membershipwas accordingly identified by our Board as our number one priority this past year.We decided that we needed to take somewhat aggressive action on two fronts:

* Reach out to existing members with new products to encourage them to remain as sustainable members and;
* To target a younger audience and women to carry the CILT torch.

To this end we initiated an aggressive membership campaign during the first four months of this year under the direction of Kristine Burr, our Membership Committee Chair and her team.

The Honorary Chair of the Membership Campaign was the Hon. David Collenette.

We mailed out approximately 100 ‘recruiting’ packages to referred potential new members. We were successful in registering between 20-30 new members.

Between May and October this year we zeroed in on those members who are registered as CILT members but who have not renewed their membership over the past year.

One of the benefits of membership in CILT is that it carries with it post nominal letters which you can add after your name. But, those letters are removed if you do not maintain active standing in the institute.

We sent out letters to all members detailing the many benefits of membership but also emphasizing the importance of maintaining those important letters. The results were surprising.

We were successful on several fronts.

* Following two years of declines in our membership we are now experiencing a modest increase in our membership level.
* We now have students enrolled as student members mostly from university and college institutions in the lower mainland of BC and early signs of new student members here in Ottawa from Carleton University.
* We also have been successful in attracting more women to the CILTNA fold, the two most recent members being a young lady from Tennessee and Jennifer Daniel’s from Chicago.
* We have also entered into an agreement with Transport Canada which will introduce TC’s officers to CILTNA, many of whom are just commencing their transportation/logistics careers with that department.
* We are also now targeting more shippers to join our ranks, particularly in the Greater Toronto Area.
* Our Membership Committee remains focussed on recruiting young professionals, and on highlighting technological and sustainability initiatives that will interest same.

4. **Education Committee**

We have accredited academic programs in transportation, trade and logistics at a number of academic institutions in Canada. In past year we have accredited transport and logistics Courses at Seneca College in Ontario and Mount Royal College in Alberta. We previously have accredited BCIT, TRIOS College (7 campuses), Ryerson University and Champlain College.

1. **New Prairie Chapter**

Under the leadership of Board Member Paul Miller, who lives in Edmonton, we established a new Prairie chapter in mid 2017. It is still a small chapter but it is energized and developing interest across the three Prairie provinces through Paul’ and his Chapter’s members.

One of his members, Dave Cooper, is an instructor at the Southern Alberta Institute of Technology. He has introduced a number of innovative ways to reach out to students.

There is outreach to students at the University of Calgary as well.

1. I**nternational Meetings and Conferences**

Because North America is one of 33 players in the larger international CILT community we are expected to contribute and be active in international meetings and events.

* In October 2016 I was invited by CILT China to attend the 3rd Annual China International Logistics Development Conference in Chengdu and Suining China. CILT China paid the economy air fare and hotel accommodations. China has laid out a massive infrastructure program, under the banner of the *Belt and Road Initiative*, aimed at better linking the country’s roads, railways, airways and waterways with the rest of Asia, the Middle East, Europe and the Americas.
* We were invited again this year by CILT China to attend the 4th Annual China International Logistics Development Conference in Xuzhou China from October 30th to November 2nd. We nominated one of our members from our Pacific Chapter to attend the conference as well as a senior officer with Port Metro Vancouver, based in Shanghai. Both were approved and attended the Conference.
* Their economy air travel and hotel expenses were covered by CILT China
* **Our Annual CILTNA Outlook Conference** was a two-day event convened in Mississauga ON this past June. Content wise, the conference program brought together some of Canada’s and North America’s leading experts in finance, economics, transportation and logistics. Overall, we received very positive feedback from participants.
* This year the **2017 International Meeting and Conference was convened in Macau China** in June. I had the pleasure of attending the International Meeting wearing two CILT hats;
* as Chair of CILT North America and;
* I also had the honour of representing Gilles Legault, our Quebec Chapter Chair and CILT Canada’s VP representative on the International CILT Council. I participated in the CILT IMC Meeting along with IVP’s from 21 Territories
* My registration expenses were reimbursed to CILTNA by CILT International, given the IMC-VP role I carried out at the IMC Meeting

**Development of 2017-18 Business Plan**

Updating and revising our Strategic Policy/Business Plan is at the top of our agenda as our new Board starts its work this year. A special Board Meeting has been scheduled for early February 2018 to develop our Business Plan

1. **New CILTNA Products**

**Weekly Newsletter**: In an effort to provide more and better services to our members, we now publish a weekly transportation and logistics news letter. It encompasses the latest news in the Air, Rail, Trucking and Marine modes.

We also publish a quarterly report on transportation.

**Policy Papers**: We canvassed our members last year on new products and services that they would like to see coming out of CILT. At the top of that list were policy papers.

We already had a Strategic Planning Committee so it was decided to establish a **RESEARCH AND POLICY SUB-COMMITTEE** within this Committee. That Committee has now been established and a number of policy papers are now being developed and uploaded onto our website. Objective 1st of all is to identify policy issues of interest and concern to members, both regionally and across North America. And 2nd, to Implement a library of research and policy materials on these topics in a location accessible to members only.

Updating our Web Site and Developing a national Linked-in Site are on our list of to-do’s this year.

1. The Board unanimously approved the purchase of

**Errors and Omissions Liability Insurance** this past year.

1. **New Board Members:** We are fortunate to be nominating four new Members to our Board this year (Louis Ranger, Joan Hardy, Steve Levene and Tom Shenstone)

This concludes my Annual Report

Tom Maville, FCILT

Chairman, CILTNA