



1004 – 213 Notre Dame Ave.  
Winnipeg, MB R3B 1N3  
Tel: 204.957.1077  
TF: 800.661.0253  
Fax: 204.947.5195

December 15, 2016

**Notice to All Members of the Western Retail Lumber Association Inc. (WRLA)**

In accordance with By-Law 7.1, Liz Kovach, President of the WRLA, announces that the Annual General Meeting of the WRLA will be held at noon, on Thursday, January 19, 2017 in the Arabian Room at the BMO Stampede Park located in Calgary, Alberta.

The purpose of this meeting will be:

- Through an election, to fill a vacancy on the Board of Directors for an Associate Member representing Alberta.
- To approve the WRLA Audited Financial Statements for the fiscal year ending March 31, 2016
- To appoint the auditor for the WRLA
- To adopt the Minutes of the 2016 Annual General Meeting
- To hear reports from the Chair of the Board, the President, and the Chairs of a number of Standing Committees.

An agenda for the Annual General Meeting is included in this notice.

In accordance with By-Law 9.4, the Nominating Committee is presenting Sheila Carr from All Weather Windows in Calgary, AB to fill the vacancy in Alberta for an Associate Member. Sheila's profile is included in this memo.

**Sheila Carr's Profile**

After completing university in Southwestern Ontario, I was anxious to start a career in sales. It wasn't long before that path took me into the lumber and building materials industry, starting at Metrie (then - Moulding & Millwork) in Milton. After about 5 years there I moved to Calgary and joined their Calgary Branch in 2012. It was in early 2015 that I accepted a position with All Weather Windows Calgary in Branch Operations. It's hard to believe that it's almost 10 years in this industry, but I wouldn't have it any other way!

