

2017 Annual General Meeting

MINUTES – October 21st 2017 12:00PM ET



Location: Vancouver Convention Centre Room 223-224

AGENDA – October 21, 2017

- 1) Call to Order – C. Baer
- 2) Approval of Agenda – C. Baer

MOTION: To approve the Agenda as presented.

Seconded: Tracy Selway

- 3) Approval of Minutes – C. Baer

MOTION: To Approve the AGM Minutes of October 22, 2016

Seconded: Dylan Chipperfield

- 4) President's Report – C. Baer

- a) Secretariat Central

There was discussion around the need and process to move to a management company, given that the previous executive director had resigned the position, and the complexities associated with having the position reside with an individual rather than a team.

Discussed the process that had been used for selection of Secretariat Central.

Discussed that projects had stalled with the departure of the Project Management Coordinator.

Discussed that the AGM needed to move to the Spring to be compliant with the by-laws around fiscal reporting.

Motioned that we Accept the President's Report - Carolyn Baer

Seconded: Tracy Selway

- 5) Secretary Report – D. Chipperfield

- a) Notification of results of election to the Board

- Incoming
 - Acclaimed
 - Tracey Colella
 - Lisa Cotie
 -
 - Re-Elected
 - Dylan Chipperfield
 - Simon Bacon
- Appointed
 - Karen Unsworth

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b) Notification of Officers of the Association

- President: Tracey Selway
- President Elect: Dylan Chipperfield
- Secretary: Kathryn Brisco
- Treasurer: Diamond Fernandes

Motion made to accept the Officers as identified above: Dylan Chipperfield

Seconded: Simon Bacon

6) Treasurer's Report- C. Baer

a) Draft Financial Statements

MOTION: To defer the approval of the CACPR Audited Financial Statements for the year ended December 31, 2016. The motion to approve the approval of the CACPR Audited Financial Statements for the year ended December 31, 2016 will be completed electronically by December 31, 2017.

7) Executive Director Report – None

8) Membership Committee Report – T. Selway

Discussed JCRP as a benefit to members. Motioned that membership fee not include JCRP, but that JCRP be accessible for purchase to the membership at the rate currently paid by CACPR which is approximately \$50.00 Canadian.

Motion made by Carolyn Baer. Seconded by Peter Prior.

9) Association Recognition – C. Baer

- Retiring Board Members
 - None
- Passing of the Presidency

10) Adjournment C. Baer

MOTION: To adjourn the meeting.

Seconded: Simon Bacon