

Minutes

2008 Annual General Meeting

October 6, 2008

Courtyard Marriott, Toronto Ontario

3:35 p.m.



1) **Call to order:** Margaret Coleman, Past President.

2) **Introduction of Executive**

Past President Margaret Coleman introduced the executive members: Simon Vinet, President-Elect; Doug Strachan, First Vice President; Donna Reimer, Treasurer; Mary Tucker, Secretary; and 2007 conference chair: Simon Leibovitz.

3) **Approval of Agenda**

Moved by Bobbie- Jo Douglas, seconded by Jane Douglas. Carried

4) **Approval of Minutes of the 2007 Annual General Meeting**

Moved by Kerry Donnell, seconded by Richard Landry . Carried.

5) **President's Report – Margaret Coleman**

The President's Report was distributed to members present. Margaret read Carmelle's message. The President's focus was on the enhancements to the CACE website and to our sponsor, Virtuo.

Moved by Joanne Vermont, seconded by Sharon Findlay MacPhee to accept President's Report. Carried.

6) **Treasurer's Report – Donna Reimer**

Donna reviewed the Treasurer's Report which was distributed to members present. Financial recap for the year showed a small surplus of \$1,918. There were 155 full-time memberships and 14 associate memberships. For the projected year ahead, the activity based budget has put CACE on a firm financial footing. The conference can either make money or lose money as one of our biggest projects for the year. We kept our expenses low and with the work of the conference committee this year, we expect that the Toronto conference will make a profit.

This year, Executive will examine whether or not to increase membership fees and will bring a plan to the AGM in 2010.

Moved by Terry Lazarous and seconded by Mark to accept the Treasurer's Report to be audited as presented. Carried.

7) Membership Report – Donna Reimer

Donna reported that the current CACE membership is comprised of 155 Full members, 14 Associate members, and 15 Life/Honourary members for a total of 184 members.

Moved by Jonathan Teghtmeyer, seconded by Diane Hutchinson to accept the Membership Report. Carried.

8) Conference 2007 Report – Craig Spence

The conference report was read to members. While the Vancouver conference was an overall success, it did suffer a financial loss of \$3,233. This was mainly due to unanticipated hotel costs. The conference attracted 104 full member registrations; 8 full non-member registrations and 22 one-day registrations. Conference feedback was very positive and there was general satisfaction with almost every aspect of the conference.

Moved by Terry Simzer, seconded by Nicole Merrifield to accept the 2007 Conference Report. Carried

9) Nominations Report – Margaret Coleman

Margaret Coleman presented the proposed slate of officers for 2007-08:

President: Simon Vinet

Past-President: Carmelle Steel

President Elect: Doug Strachan

Vice-President: Nancy Sharpe

Treasurer: Donna Reimer

Secretary/Francophone Representative: Richard Landry

Conference Co-Chairs: Kim Hamilton and Maxeen Jolin

10) Appointment of Nominations Committee: Margaret Coleman

Nomination Committee will be chaired by Carmelle Steel and Terry Simzer.

Moved by Mark Calder, seconded by Catherine Shedden. Carried

11) Appointment of 2008/09 Regional Liaisons

Doug identified the following Regional Liaisons:

British Columbia and Yukon: Cheryl Quintan

AB/Nunavut/NWT: Donna Rapp and Nicole Merrifield

Saskatchewan and Manitoba: Terry Lazarou

Ontario: Catherine Shedden and Kerry Donnell

Atlantic Canada: Deanna Gilles

Quebec: Kim Hamilton and Maxeen Jolin

Moved by Bobbie-Jo Douglas and seconded by Mark Calder

Margaret also reported the passing of Lifetime Member, Candie Cox

12) Message from New President (Simon Vinet)

Simon is looking forward to leading CACE. Two objectives/priorities for next term:

- Turn the financial corner (activity-based budget, build equity and offer more member service)
- Build knowledge and information for our website.

13) Adjournment

Moved by Terry Simzer.