



2018 Annual General Meeting
Monday, October 29, 2018
Marriott Courtyard Downtown Hotel, Toronto, Ontario

MINUTES

1. Call to Order

Noting that there were sufficient voting members in the room for a quorum, Bruce Buruma called the meeting to order at 1:00 pm

2. Introduction – CACE Executive 2017-2018

The 2017-2018 Executive was introduced: Catherine Shedden (Past-President), Bruce Buruma (President), Shawn McKillop (1st Vice-President & 2018 Conference Chair), Deneka Michaud (Director at Large), Claude-Jean Harel (Treasurer).

3. Approval of Agenda

MOTION to approve the agenda for the 2018 AGM:

Dale Burgos (Nanaimo-Ladysmith) / Tania Testa - (Thames Valley District)

Motion Carried

4. Approval of Minutes of AGM - October 2, 2017 – Edmonton, AB

MOTION to approve the Minutes of the 2017 AGM:

Victoria Miles (Capilano University) / Ryan Strang (Peel District)

Motion Carried

5. President's Report (Bruce Buruma)

The Canadian Association of Communicators in Education has been supporting excellence in education communications for 33 years. While a relatively small association, one of our greatest assets is a strong network of members and their desire to share, collaborate and work together to enhance our profession. One third of our members are part of a communication team while two thirds are one-person shops. Given the diversity of the work we undertake, this demonstrates the need and importance of a strong network of colleagues who can assist and support each other. The full President's Report is posted on the CACE website.

Motion to accept the President's Report:

Lisa McPhail (Greater Victoria) / Diane Hutchinson (Battle River).

Motion carried

6. Treasurer's Report (Claude-Jean Harel)

BDO Canada LLP - Chartered Accountants and Advisors, has prepared the Audited Financial Statements for the year ended June 30, 2018. The auditors have provided an unqualified report and are of the opinion that the financial statements fairly represent the financial position of the organization in accordance with Canadian accounting standards for not-for profit organizations. Key results from the financial statements of note: • An operating surplus of \$5,983 compared to a deficit of \$18,469 in the prior year • An increase in net assets for the organization from \$41,879 to \$47,862. The full Treasurer's Report is posted on the CACE website.

Motion to accept the Treasurer's Report and Auditors' Report:
Terry Lazarou (Regina Public) / Doug Strachan (Surrey District)
Motion carried

Appointment of Auditor

Motion to appoint BDO Canada LLP to audit the accounts and financial statements of CACE for 2018-2019:
Tania Testa - (Thames Valley District) / Kayla Stuckart (Abbotsford School District)
Motion carried

7. Nominations Report (Catherine Shedden)

Catherine Shedden along with Past Presidents Doug Strachan and Kim Hamilton sit on the Nominations Committee and presented their nomination report. Call for nominations went out in the Spring. The proposed slate for the 2018-2019 CACE executive is as follows:

Election of Officers – CACE Executive 2017-2018

President: Bruce Buruma = acclaimed
1st Vice-President: Dale Burgos = acclaimed
2nd Vice-President: Galen Eagle = acclaimed
Secretary: Nikki Gilks = acclaimed
Treasurer (and Francophone Rep): Claude-Jean Harel = acclaimed
National Conference Chair: Ryan Strang = acclaimed
Director at Large: Deneka Michaud = acclaimed
Catherine Shedden will continue the role of Past-President

Motion to accept the Nominations Committee Report:
Victoria Miles (Capilano University) - Nicole Charette (Rainbow District)
Motion carried

Appointment of Regional Liaisons

As part of CACE's succession plan to maintain viability and stability of CACE management, we have new members joining as Regional Liaisons:

British Columbia & Yukon: Kayla Stuckart
Alberta, Northwest Territories & Nunavut: Haleigh Packer
Saskatchewan & Manitoba: Terry Lazarou
Ontario: Karen Smith & Jonathan Laderoute
Quebec: Kim Hamilton
Atlantic Canada: Doug Hadley

Motion to accept the Nominations Committee Report:
Dale Burgos (Nanaimo-Ladysmith) / Terry Lazarou (Regina Public)
Motion carried

2018-2019 Nomination Committee (Catherine Shedden)

Catherine Shedden, Kim Hamilton, and Doug Strachan. No other names put forward.

8. 2019 Conference Announcement

Bruce Buruma / Ryan Strang and the 2019 Conference Team announced the 2019 annual conference will take place in Winnipeg with a focus on “Convergence”. The conference will take full advantage of all that Winnipeg has to offer!

9. New Business

Catherine Shedden submitted a Life membership recommendation of Simon Leibovitz, the remaining founding member of CACE who is still working in the education sector.

Motion to accept the application for Life Membership of Simon Leibovitz.

Jane Douglass (Limestone District) / Doug Strachan (Surrey District)

Motion carried

10. Adjournment

Adjourned at 1:28 pm