

## Annual General Meeting Minutes – May 1, 2021

### **1. Call Meeting to Order**

- a. The meeting was called to order at 10:00am by the President.
- b. The president reviewed a few housekeeping items: bylaw voting procedure will be to keep camera on for voting “yes”, and turn camera off for voting “no” for 5 seconds duration for each vote.

### **2. Introductions**

- a. President started with an introduction, then everyone present gave a quick introduction of themselves (both Board members and all AltaABA members present).

### **3. President’s Report**

- a. President thanked outgoing Board members for their contributions to the Board and welcomed incoming Board members to their new roles.

- b. 2020-2021 Board Members

President – Renai Sveinson

Past President – Miranda Macauley

Secretary - Nicole Jedrzejewski

Treasurer (Finance Committee Chair) - Fiona Perkins

Public Relations Officer (Social Media Committee Chair) – Sheri Gallant

Member-at-Large (Governance Committee Chair) – Sharon Randhawa

Member-at-Large (Membership Committee Chair) – Victoria Clauson

Member-at-Large (Events Committee Chair) – Shelley Sumar

Student Member-at-Large – Christina Schofield

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c. 2021-2022 Board Members

President – Renai Sveinson

President Elect – Erin Gluckie

Past President – Miranda Macauley

Secretary – Sharon Randhawa

Treasurer - Fiona Perkins

Public Relations Officer – Sheri Gallant

Member-at-Large – Nicole Jedrzejewski

Member-at-Large – Dana Kuzmanovski

Member-at-Large – Shelley Sumar

Member-at-Large – Kristina Villacorta

Student Member-at-Large – Paige Williams

d. The President reviewed AltaABA’s mission and objectives.

e. Reviewed achievements and challenges as a board over the past year and presented future activities.

#### **4. Bylaw Amendments and Special Resolution Vote**

a. President motioned to add “and vacancies” to the title of bylaw 3.4,

Member-at-Large seconded, all in favour, motion passed.

b. President motioned to add 3.4 additions regarding vacancies, Member-at-

Large seconded, all in favour, motion passed.

c. President motioned to add collections, receipt, and disbursement of funds to the title of article 7, Past President seconded, all in favour, motion passed.

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- d. President motioned to add 7.3 (7.3.1, 7.3.2, 7.3.3) additions regarding receipt and disbursement of funds, Past President seconded, all in favour, motion passed.
- e. No objections to the amendments to the bylaws were brought forward. The amended bylaws stand as approved.

### **5. Chapter Committee Reports**

- a. Finance Committee (Treasurer and Finance Committee Chair)
  - i. Reviewed position as treasurer and the finance committee's role.
  - ii. Reviewed accomplishments and current activities
  - iii. Reviewed current accounts as of April 15<sup>th</sup>, 2021 closing date, including bank and PayPal accounts, incomes, and disbursements.
  - iv. Reviewed future financial activities and goals.
  - v. No questions were asked of the committee from those in attendance.
- b. Membership Committee (Membership Committee Chair)
  - i. Reviewed main objectives for membership committee.
  - ii. Reviewed accomplishments and current activities – highlighted difficulties with obtaining/expanding membership benefits.
  - iii. Reviewed future activities, including future collaborations.  
Requested for membership to fill-out upcoming membership survey when released.
  - iv. No questions were asked of the committee from those in attendance.

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- c. Social Media Committee (Social Media Committee Chair)
  - i. Reviewed main objectives of social media committee.
  - ii. Reviewed accomplishments and current activities, including data and trends of social media followers.
  - iii. Reviewed future activities, including collaborations and contests.
  - iv. No questions were asked of the committee from those in attendance.
  
- d. Events Committee (Events Committee Chair)
  - i. Reviewed main objectives of the committee.
  - ii. Reviewed accomplishments and current activities, including an anonymous donation received this year.
  - iii. Reviewed future activities, including start-up of a book club, becoming an ACE provider to provide CEUs at speaker events, and expansion of AltaABA merchandise.
  - iv. No questions were asked of the committee from those in attendance.
  
- e. Governance Committee (Governance Committee Chair)
  - i. Reviewed main objectives of the committee.
  - ii. Reviewed accomplishments and current activities, including bylaw updates/changes and board member recruitment.
  - iii. Reviewed future activities, including refining current procedures and policies, creating a Board of Directors manual, creating board evaluation procedures, and strategic planning accountability.
  - iv. No questions were asked of the committee from those in attendance.

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- f. No objections or corrections to the committee reports presented were made.

The reports stood as approved and received.

### **6. Closing Remarks**

- a. President thanked everyone for attending
- b. President asked membership to please fill out the upcoming membership survey to be sent out in May 2021.
- c. President gave information about upcoming speaker event to follow in the afternoon.

### **7. Meeting Adjournment**

- a. With no further business brought before the board, the President adjourned the meeting at 11:00am.