



ANNUAL GENERAL MEETING MINUTES

Friday, November 11, 2016
YWCA Hotel, 733 Beatty Street, Vancouver, BC

1. Call to Order

The President, Carol Fitzwilliam, called the meeting to order at 4:32 pm.

2. Establishment of Quorum

The President advised that a minimum of ten members was required to meet quorum; as there were ten eligible members present, she declared the meeting properly constituted.

3. Appointment of Scrutineers

The President reported that Ed Evely and Rick Vanden Ham had agreed to serve as Scrutineers for the election of Directors.

4. Approval of Agenda

Fitzwilliam called for any New Business to be added to the agenda; none was introduced.

Motion: (Simmons/Fabes) to approve the Agenda as circulated. **Carried.**

5. Declaration of Conflicts of Interest

No members present declared a conflict of interest.

6. Minutes of Previous Meeting (November 8, 2015)

Zirger voiced objection to a lack of meeting documentation.

Motion: (Ades/Fabes) to approve the Minutes of the Annual General Meeting held November 8, 2015 as circulated. **Carried.**

7. Board, Committee and Staff Reports

All reports had been included in the AGM package of materials made available to all delegates on site. The President outlined highlights of her President's Report, acknowledging the work of the IT Team and Rick Vanden Ham. She also noted that the Board held five meetings during the past year and that each Director had participated on at least one Committee; this could not have been achieved without the Directors' commitment to MSC. Unfortunately, Ed Evely will be leaving the Board, but will continue to represent Canadian Masters interests within FINA.

The Executive Director also highlighted aspects of his report; of particular note was that the new website had been launched earlier in the Fall and updates would continue to be incorporated. The first Open Water Championship had been held at Ontario Place and now provides a base on which to build future events.

The Chair of the Governance Committee thanked the Directors for comprising such an active and engaged Board.

The Memorandum of Understanding (MOU) with Swimming Canada is a critical document that provides a base of facts and provides understanding across the country as to the role of the two organizations.

Dialogue took place relative to the nominations process undertaken this year. It was explained that it was undertaken with the best of intentions but that perhaps the communication to members could have been better. A review of the process will be conducted in the coming year with a view to improving the procedure to allow for identification of the best candidates.

Some comment was received on the lack of direction provided to members on the launch of the new website; this will be taken into consideration as we move forward.

Highlights of all Committee reports were presented to the membership. There were no further questions from delegates to the other Committee Chairs.

8. Auditor's Report

The Treasurer reported that a review engagement for the year ended June 30, 2016 had been undertaken by Grant Thornton. She was extremely pleased that regular financial reporting continues to indicate the organization remains well-positioned financially.

Motion: (Ades/Cygan) to accept the Review Engagement report for the year ended June 30, 2016. **Carried. 1 Opposed.**

9. Appointment of Auditors

Motion: (Chauhan/Cygan) to appoint MNP LLP of Toronto as accountants for 2016-17 to conduct an engagement review. **Carried.**

10. New Business

A request was received to publish all Minutes on the website and to transfer back copies from the old to the new site.

The President acknowledged Ed Evelly's long-time involvement on the Board of Directors and presented him with a framed Certificate of Appreciation.

11. Election of Directors

The Scrutineers reported that 80 Clubs of the 299 on the database had participated in the election process (26.8%). This is a significant increase in participation over past years but still leaves room for improvement.

The candidates who had the most number of votes included Alisa Boulanger, Carol Fitzwilliam, Ralph Ades, and Caroline King. Congratulations were extended to all.

12. Adjournment

The location of the next Annual General Meeting will be determined at a future date and conveyed to the membership.

On appropriate motion, the meeting was adjourned at 6:51 pm.