

CAGP♦ACPDPTM

CANADIAN ASSOCIATION OF GIFT PLANNERS
ASSOCIATION CANADIENNE DES PROFESSIONNELS EN DONNS PLANIFIÉS

ANNUAL GENERAL MEETING APRIL 20, 2006

BOOK OF BUSINESS

The CAGP♦ACPDPTM mission is:
CAGP♦ACPDPTM advances philanthropy by
fostering the quality and growth of charitable gift planning

The CAGP♦ACPDPTM vision is:
Ingrained Philanthropy
Enriched Communities

CAGP·ACPDTM

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ANNUAL GENERAL MEETING APRIL 20, 2006 BOOK OF BUSINESS

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Copies of the Audited Financial Statement for Fiscal 2005-2006, the CAGP·ACPDTM Code of Ethics and Bylaws will available on-site

CAGP • ACPDP™

CANADIAN ASSOCIATION OF GIFT PLANNERS
ASSOCIATION CANADIENNE DES PROFESSIONNELS EN DONNS PLANIFIÉS

National Board Members 2005-2006

DeWayne Osborn, Chair
Tara Gish, Vice-Chair
Martin Masse, Treasurer
Stephen Boyd, Secretary
Kayla, D. Stevenson, Past Chair
Malcolm Burrows
Peter Chipman
David WM. Brown
Anne MacKay
David Magnuson-Ford
Rosemarie Sampson
Sue Barnes
Linda Pearson

Executive Director

Diane M. MacDonald

CAGP • ACPDP™ Head Office

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Sarah Mitchell, National Membership Coordinator
Becca Atkinson, Program Coordinator
Sara Oglestone, Communications Coordinator
Patricia Lever, National Coordinator LEAVE A LEGACY™ Program

Annual General Meeting

AGENDA

DATE: **Thursday April 20, 2006**
TIME: **12:15 pm (MST)***
LOCATION: Hyatt Regency Calgary
700 Centre Street SE
Calgary, AB T2G 5P6

*Member registration begins at 12:15 pm

Business commences as soon as quorum is met
Quorum = 50 members present in person or by proxy

Chair: D. Osborn

1. Call to Order at 12:30pm D. Osborn
2. Welcome D. Osborn
3. Approval of Agenda D. Osborn
- Proposed Motion:**
BE IT RESOLVED that the agenda be approved as circulated.
4. Approval of Minutes, April 14, 2005 D. Osborn
- Proposed Motion:**
BE IT RESOLVED that the minutes of the Annual General Meeting held on April 14, 2005 be approved as circulated.
5. Report from the Chair D. Osborn
6. Member Linkage Report A. MacKay
7. Government Relations Report M. Burrows
8. Financial Report M. Massé
D. MacDonald

Proposed Motion:
BE IT RESOLVED that the 2005-2006 Auditors Report be adopted as circulated.

9. Appointment of Auditors M. Massé

Proposed Motion:

BE IT RESOLVED that the firm of McKay Duff, Chartered Accountants, is hereby appointed as auditor for Fiscal 2006-2007 and that the Board of Directors shall determine the remuneration of the auditor.

10. Surprise Interlude P. Chipman

11. Sanction Bylaw Amendment(s) T. Gish
(To sanction Bylaw amendment under Section 20 of the Association Bylaw)

Proposed Motion:

WHEREAS the Board of Directors of the Association have enacted Bylaw 2006-1 on February 16, 2006, and have caused a copy of said Bylaw to be delivered to the Members with the Notice of Annual General Meeting of Members of the Association for 2006, and recommend to the Members that said Bylaw be sanctioned:

BE IT RESOLVED that Bylaw 2006-1 as enacted by the Board of Directors on February 16, 2006, be and is hereby sanctioned.

12. Confirmation of Number of Directors D. Osborn

Proposed Motion:

WHEREAS the Board of Directors of the Association has resolved on February 16, 2006 that the number of Directors be fixed at 13 (thirteen), subject to confirmation by the Members:

BE IT RESOLVED that the number of Directors for 2006-2007 be and is hereby confirmed and fixed at 13 (thirteen).

13. Recruitment Committee Report K. Stevenson

14. Election of Directors D. Osborn

Proposed Motion:

WHEREAS 7 (seven) Directors are retiring, 6 (six) Directors are returning and the number of Directors has been confirmed at 13 (thirteen), resulting in 7 (seven) vacancies on the Board of Directors of the Association:

BE IT RESOLVED that the following slate of 7 (seven) persons, each of whom may serve for a two year term as a Director, be elected to the National Board of Directors of CAGP-ACPDPTM, namely:

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CANADIAN ASSOCIATION OF GIFT PLANNERS
ASSOCIATION CANADIENNE DES PROFESSIONNELS EN DONNS PLANIFIÉS

*David Brown, Tara Gish, Anne MacKay, Martin Massé, Greg Lichti, Tom Riglar,
and Brian Wonnick.*

- | | |
|--|-----------|
| 15. Presentation of 2006/2007 Board of Directors | D. Osborn |
| 16. Any Other Business | D. Osborn |
| 17. Adjournment | D. Osborn |

Proposed Motion:

*BE IT RESOLVED that this meeting, the 13th Annual General Meeting of the
CAGP-ACPDP™, be adjourned.*

ANNUAL GENERAL MEETING

MINUTES

April 14, 2005
Hilton Québec, 1100 René-Lévesque East
Québec, QC
Time: 4 P.M. EST

Chair: D. Osborn

Minutes: B. Atkinson

1. Call to Order
AGM called to order 4:23 pm EST
2. Welcome
3. Approval of Agenda

Proposed Motion:

BE IT RESOLVED that the agenda be approved as circulated.

Moved C. Richardson

Seconded B. Davies

Carried

4. Approval of Minutes, April 15 , 2004

Proposed Motion:

BE IT RESOLVED that the minutes of the Annual General Meeting held on April 15, 2004 be approved as circulated.

Moved D. Magnuson-Ford

Seconded P. Chipman

Carried

5. Report from the Chair

D. Osborn commented on the past year- CAGP • ACPDP™ had grown to a point where they needed to change and could no longer operate solely by volunteers; hired bilingual staff and relocated the national office to Ottawa. The organization is committed to achieving goals and investing in the future. The Chair is convinced we are a national player in the philanthropic field in Canada.

New items this year – a new governance model has been adopted; bylaws have been updated. In the future, a complete governance transition and more complete link with members is envisioned. CAGP • ACPDP™ has a goal of reaching 1500 members.

Thank you to board, staff at national, volunteers on committees of CAGP • ACPDP™

6. Government Relations Report

M. Burrows highlighted CAGP • ACPDP™ government relations over the past year. The focus is to work with other organizations moving forward in a complimentary fashion, presenting one face to government.

On an annual basis, government relations engages in public policy sessions (submissions), as well as ongoing meetings with CRA and tax policy groups in the department of Finance.

We are seeing an overhaul of the charitable sector and CAGP • ACPDP™ is seen as acting on behalf of communities, charities.

7. Financial Report

J. Bilodeau proceeded with his report which was translated by D. MacDonald

The following statements were reviewed by the board who wished them presented at this meeting:

Significant points were presented:

Statement of operations- net revenue \$93, 915

Financial security and stability- steps towards this however not there yet

Balance sheet- net assets increased

Reserve fund- created a new category

Sector results were discussed

Most relevant variances shown- salaries, benefits and management fees; decrease of \$40,000 for incurred expenses

Showed difference of deferred revenue to explain statements 2004 vs. 2005

J. Bilodeau thanked D. MacDonald; noted this was his 3rd and final year to serve as treasurer of CAGP • ACPDP™ stated it was an honour and privilege to serve this position

Thank you to J. Bilodeau

Proposed Motion:

BE IT RESOLVED that the 2004-2005 financial statements and auditors' report be adopted as circulated.

Moved J. Bilodeau

Seconded G. Lemieux

Carried

8. Appointment of Auditors

Proposed Motion:

BE IT RESOLVED that the firm of McKay Duff, Chartered Accountants, is hereby appointed as auditor for Fiscal 2006 and that the Board of Directors shall determine the remuneration of the auditor.

Moved J. Bilodeau

Seconded G. Lemieux
Carried

9. Bylaw Changes
Item: to sanction Bylaw amendment and repeal under Section Thirteen of the Association Bylaw.

Thank you to members who have reviewed bylaws and provided feedback

Reasons of proposing these bylaws: an explanation of drafts previously circulated to membership; draft is a living document which will be subject to change

Proposed Motion:

WHEREAS: The Board of Directors of the Association have enacted Bylaw 2005-1 on March 7, 2005, and have caused a copy of said Bylaw to be delivered to the Members with the Notice of Annual General Meeting of Members of the Association for 2005, and now recommend to the Members that said Bylaw be sanctioned, subject to such amendments, variations or additions as may be approved this day of April 14, 2005.

BE IT RESOLVED that Bylaw 2005-1 as enacted by the Board of Directors on March 7, 2005, is hereby sanctioned, subject to the following amendments, variations or additions: (if none, the word "none" shall be inserted, else variations will be documented here), and that all Bylaws of the Association that have been enacted by the Board and sanctioned by the Members prior to March 7, 2005 are hereby repealed.

Moved T. Gish
Seconded J. Loomer Margolis
Carried

10. Nomination Committee Report

Changes in board recruitment process: more input from Roundtables and all members of CAGP • ACPDP™ sought for new members; with new bylaws, we are now operating under a maximum of 15 board members

A specific grid was used, noting the nominee's willingness to commit to meetings by phone, a board retreat, attend annual conference, and serve on board committees. Also must show passion for the mission, vision and values of organization, work within model of organization, have experience with other professional associations and with the governance model, show a representation of both languages and be respected in the community. In profession, willingness of participation in other committees

New qualifications include geographic location, diversity of sector, knowledge of government and media, past roundtable experience, committee work with CAGP • ACPDP™ and interests to bring diversity and breadth to CAGP • ACPDP™.

Introduction of new proposed board members:

S. Barnes
D. Magnuson-Ford
L. Pearson
R. Sampson
Re-election- S. Boyd

11. Approval of Election of Directors

Proposed Motion:

BE IT RESOLVED that the following slate of five persons, each of whom may serve for a two year term as a Director, be elected to the National Board of Directors of CAGP-ACPDPTM, namely: Linda Pearson, Rosemarie Sampson, Dave Magnuson-Ford, Sue Barnes, and Stephen Boyd.

Moved K. Stevenson

Seconded D. Clapin

Carried

Thank you to outgoing Board members: B. Davies, R. Gardiner, E. Agnew, J. Bilodeau and S. Horvath

12. Introduction of 2005/2006 Board of Directors

The 2005-2006 Board of Directors was introduced.

13. Other Business

Draw took place for complimentary registration for the 2006 Annual Conference. Winner: Maryanne Cloutier

14. Adjournment

Proposed Motion:

BE IT RESOLVED that this meeting, the 12th Annual General Meeting of the CAGP-ACPDPTM, be adjourned.

Moved D. Magnuson-Ford

Seconded M. Burrows

Carried

Annual Report to Members
Year ended January 31, 2006

Chair: DeWayne Osborn

As my terms as Chair of this great organization come to a close, I am delighted to have been a small part of the continued progress CAGP•ACPDPTM has made as the national voice for planned giving in Canada. As a member, you should rest assured that excellent people continue to govern our organization, and Diane MacDonald and her staff have exceeded my expectations 2 years ago when we made the huge jump to a professionally managed association. The future of CAGP•ACPDPTM looks great indeed!

Year in Review:

The national Board continued its transformation from an operational focus to a more strategic – “ends” orientation. The Association’s strategic plan continues to be refined and implemented. The year saw the board’s increased efforts to “link” to the Association’s members through vehicles such as the annual Leaders Forum held at the 2005 Conference in Quebec City, monthly issues of the *Planner*, toll free access to the national office, and our bi-lingual website. New initiatives included a membership survey designed to get valuable feedback and data on key member issues. Feedback that will help guide policy development and the allocation of resources in the most effective manner for CAGP•ACPDPTM – including striking a very engaged and active, task force of planners and advisors to look at the feasibility of implementing the CGP professional designation.

Goals for 2006

The Board’s goals are to continue to build an organization worthy of your membership. Following a multi-year plan, improved internal and external communications including web based mediums and government advocacy work, services to round tables, providing excellent educational offerings including a course at Mont Tremblant in June 2006, and further refinement to our ability to link to our members are all priorities for 2006 and beyond.

2006 Achievements

Achievements this year include: a successful Conference in Quebec City, the addition of a third Canadian Gift Planning Course, a strong and successful Advanced Symposium in Ottawa, our first members survey, a new and improved RoundTable Manual and some very effective lobbying of legislative changes. The results of our lobbying prompted some politicians to make promises during their campaigns and we are confident that we will see some of these promises come forward in 2006. We are also grateful for the continued support of Great-West Life London Life and Canada Life for LEAVE A LEGACY™ Workshops. This sponsorship has enabled CAGP•ACPDPTM to provide consistent support with dedicated staffing at the national office, new policies and procedures, implement standards and create a new website that provides consistent messaging of the LEAVE A LEGACY™ Program in Canada. At this time, I want to thank the Board for its incredible dedication and hard work over the past year. To all those Board members retiring this year, on behalf of CAGP•ACPDPTM, please accept my warmest best wishes and thanks for all your time and efforts. You truly did leave a substantial “foot print” in this organization’s developmental path. To all new Board members yet to be named, the remaining board members eagerly await your contributions to CAGP•ACPDPTM.

Last but certainly not least, I want to thank Diane and her wonderful staff for another year well done. There is simply no way CAGP · ACPDP™ would be where it is today without their help.

Committee Reports

Governance Committee (Board Committee)

Chair: Tara Gish

The purpose of the Governance Committee is to assist the Board to govern itself by planning strategies and developing tools for the following elements of good Board governance:

- a. Recruitment of Directors (the process of identifying, cultivating and interviewing prospective Directors until they are ready to serve on the Board)
- b. Enlistment of Directors (the process of formalizing the recruitment when the time is right for a prospect to begin service as a Director, including the process of orientation of new Directors)
- c. Evaluation of the Board and individual Directors
- d. Board retention and involvement.
- e. Planning and preparation for the AGM.

This committee also routinely reviews board policies with a view to making recommendations to the board as to the appropriateness and sufficiency of board policy. Our role also involves assisting the board to monitor itself in ensuring that the board complies with its own policy. We do not review operational policy because the board has delegated operations to the Executive Director. The board does, however, routinely monitor the Executive Director's operations to ensure that staff work within the guidelines and minimum standards directed by Board policy and the Governance Committee assists the board with this process.

With the new Bylaw 2005-1 the committee faced some daunting tasks in planning and preparing for the AGM. Proxy voting and mail ballot voting for members not able to attend the AGM in person are brand new procedures for our Association. Researching and adapting procedure and forms for both items, and preparing an AGM planning tool that incorporates various bylaw requirements proved to be brain challenging. These items, along with a number of policy reviews, consumed a lot of time, to the point that the committee had to defer work on developing tools for board evaluation and board self-monitoring of policy compliance.

The Recruitment Committee, a sub-committee of the Governance Committee headed by Kayla Stevenson, worked on recruitment of candidates to fill Director vacancies coming up as of the AGM. Kayla provided us with an extremely helpful tool, a matrix of board characteristics and traits, which enabled us to consider what traits were desirable in order to build a board that could reflect a varied representation of skills, experience and background.

The AGM planning process uncovered an anomaly in the Bylaw, hence the committee recommended to the Board a proposed bylaw amendment to fix the anomaly, as explained in the notice of bylaw amendment circulated to the membership in advance of the 2006 AGM.

Many thanks to committee members: Linda Pearson, Stephen Boyd, DeWayne Osborn and Kayla Stevenson. And thanks to Diane MacDonald and Becca Atkinson for your invaluable support.

Respectfully submitted by Tara Gish, Governance Committee Chair. March 3, 2006.

Education Committee

Chair: Stephen Boyd

Course Director: Malcolm Burrows

This committee oversees the CAGP Course on Gift Planning, the Symposium and all other national educational offerings. It also oversees the selection and performance of faculty members, bursary selections, and programming.

In January 2005, we developed a new voluntary position and job description for the Course Director. In March 2005, the position of Course Director was formally assigned to Malcolm Burrows. The Course Director is tasked with ensuring that the materials for the course are up-to-date and written by one person – allowing for continuity and fluidity within the binder and the corresponding materials. Throughout this past year, the entire binder was revised, re-written in parts and updated with new examples etc. A huge thank you to Malcolm for all the time he spent on this – ensuring that the course continues to be the best course in gift planning in Canada.

For the first time in the history of CAGP, the course was offered three times in the one fiscal year (due to popular demand). We plan to continue with this for the year 2006, offering one course in June 2006 in an eastern location – Mont-Tremblant. Plans are also underway to offer a refresher course for those who have taken the original course and feel they could use an update. It is important to recognize the tremendous work of the faculty in offering the course. This year's faculty members were: Brian Shea, Janice Loomer-Margolis, Linda Clemow, Marilyn Kerfoot, Beryl Publicover and Malcolm Burrows. Thank you to all for making the course a success.

It is also important to note that this year an educational advisory document was developed to clarify the role of the national educational offerings and the RoundTable educational offerings. It also looks toward the possibility of combining these offerings –something the CAGP will look at in the future.

Symposium – November 2005

There were approximately 45 attendees at the 2005 Advanced Symposium held in Ottawa in November 2005. The Symposium is a mix of new and advanced technical subjects presented along with some "think tank" type issues that engage participants into discussion and contemplation. Some of these advanced topics this year included: *Charities Directorate Update* with Elizabeth Tromp – CRA., *New Intermediate Sanctions* with Susan Manwaring, Miller Thomson Barristers & Solicitors, *New Topics and Trends* with Robert Kleinman with the Jewish Community Foundation of Montreal and David Brown with Al G. Brown and Associates, and *Things You Thought You Never Had to Worry About* with Margaret Mason, Bull, Houser and Tupper, LLP. Thank you to Margaret Mason, Chair of the Committee, and her team who made this Symposium such an interesting educational offering. Thank you as well to all the speakers who presented such diverse and provocative material. The Symposium is held every second year in Ottawa – close to government officials to enable them to attend and share their knowledge. The next Symposium is scheduled for November 2007.

A special thank-you goes to Stephen Boyd for Chairing the Education Committee and for sitting on so many of the sub-committees and overseeing such a large portfolio.

CAGP-ACPDPTM Conference 2005 Report

12th Annual Conference, Quebec City, 2005

The Conference in April 2005 in Quebec City was a great success. This was the first CAGP Conference in the City of Quebec and we were proud to announce that there were 371 delegates in attendance. All sessions were well attended – including such topics as: “Narrative Philanthropy: The Power of Story in your Planned Giving Program” “The Power of the Door Step”, “Understanding Estate Administration: Are you leaving money behind?”, “Tips and Traps of Charitable Giving through Alter Ego and Joint Partner Trusts” “Sharing Experiences between a Gift Planner and a Major Gift Officer”, “Recent Tax Amendments Affecting Charities” etc. Thank you to all our speakers for taking the time to prepare and present your session. We had approximately 71 speakers this year and each one deserves a great big thank-you for contributing to the success of this years Conference.

We mustn't forget all the volunteers who contributed behind the scenes. Thank-you to our Conference Committee, the Programming Committee, the Sponsorship Committee, our Master of Ceremonies – Ann Speak - and all those who volunteered as room monitors throughout the week. We raised approximately \$95,688 in sponsorship this year and we had several new exhibitors join our Conference. What great support! The final financial results for the Conference were \$47,486 in profit.

Changes in how the CAGP administrates the Conference were initiated in 2005. In order to alleviate some of the tasks assigned to the host volunteer committee (Quebec), we formed a National Programming Committee, chaired by Michelle Osbourne, made up of volunteers from across Canada, as well as one or two from the host committee. The same principle applies to the National Sponsorship Committee made up of volunteers from across Canada, chaired by Bill Harvey. Again one or two volunteers from the host committee (Quebec) joined the committee for that year. This enables the host committee to focus on local initiatives such as hospitality, entertainment and recruiting a few volunteers for on-site activities. This also provides CAGP with consistency from year to year in the areas of programming and sponsorship – because most of the volunteers remain on these two committees, even though the conference moves from city to city.

National Programming Committee

Chair: Michelle Osbourne

The Programming Committee meets primarily to coordinate the Conference Program. This year it also reviewed the Symposium Program and made recommendations accordingly. We received a number of Call for Sessions applications this year and feel that the program for April 2005 is one of the best. The Programming Committee also reviewed the evaluations from the past few years and determined the following changes for 2006:

1. to move the conference back half a day due to limited attendance on Saturday mornings – consistently for the past three years.
2. to end on the Friday at 5:00 pm and offer post conference activities
3. to begin with the Donors Panel
4. to add a new half-day session for Professional Advisors
5. to enable one luncheon for networking – hence the new “ToolBox Lunch”.

Thank you to Michelle and her team for pulling together the Conference program once again this year. The expertise and continuity of this committee each year is vital to the decision making and composition of a strong and consistent program each year.

National Sponsorship Committee

Chair: Bill Harvey

The National Sponsorship Committee works with securing sponsors for the Conference each year. This works well because the same volunteer is assigned to "their" sponsor each year – providing consistent and familiar soliciting. The Committee plans to review overall sponsorship for the CAGP and prepare some strategic direction in this area.

Thank you to Bill Harvey for hanging in there as Chair of this Committee.



LEAVE A LEGACY™ Committee

Chair: Peter Chipman

Thanks to our special funding from Great-West Life, London Life and Canada Life, the national office has made considerable progress in that it has been able to establish new guidelines, new marketing material and provide strong support to the eighteen local LEAVE A LEGACY™ Programs in Canada.

In 2005, we concentrated our efforts on completing the new LEAVE A LEGACY™ website – www.leavealegacy.ca. All the translation was completed in August 2005. Through the process of completing the website, many new policies were developed. The program model was revisited and the marketing materials were updated. You can browse the site at www.leavealegacy.ca. It is beautiful, branded, and intuitive for navigation and we hope it will be an effective public presence for the LEAVE A LEGACY™ mission. It is designed as both a public website to benefit donors and professional advisors as well as a restricted access portion for resources and coordination of all local LEAVE A LEGACY™ programs in Canada. CAGP·ACPDPTM and LEAVE A LEGACY™ are indebted to several volunteers, staff and our sponsor who have made this possible.

Most of all, the national office is pleased to have dedicated staffing – thanks to our national sponsor - to provide support, materials, and guidance to the local programs. Patricia Lever, the National LEAVE A LEGACY™ Coordinator, is already immersed in organizing LEAVE A LEGACY™ workshops across the country. She has currently just completed her first workshop in Kingston, Ontario in February 2006 - where several communities came together to participate by satellite. The other communities who "dialed in" were Thunder Bay and London, Ontario. Materials were provided in binder format and included best practices, license agreements, logo standards, program models etc. The new LEAVE A LEGACY™ pin was also provided as a sample of a marketing product. To obtain further information on hosting a workshop or on LEAVE A LEGACY™ at your RoundTable, contact Patricia Lever at 1-888-430-9494 ext. 3 or leavealegacy@cagp-acpdp.org. Be sure to visit the new website at www.leavealegacy.ca

We want to acknowledge the efforts of the LEAVE A LEGACY™ National Committee and local LEAVE A LEGACY™ Committees of the RoundTables. It is, as always, a team effort. A special thank-you to Peter Chipman, LEAVE A LEGACY™ Chair, who is retiring from this committee in April 2006. Peter has been instrumental in ensuring that the LEAVE A LEGACY™ Programs continue across Canada and that the national office is supported in its efforts and direction. He has been the Chair for a number of years and

will be truly missed. Thank you Peter. We will continue your legacy by promoting and nurturing this wonderful public awareness program - LEAVE A LEGACY™ in Canada.

MEMBERSHIP COMMITTEE

Chair: Anne MacKay

This new Committee was formed in May 2005. New Terms of Reference were determined and one of the first goals established was to research the various possibilities and settings to initiate the first CAPG member survey. In November 2005, the first CAGP member survey was implemented. We had over 20% response rate, with demographics that closely resembled our actual membership as a whole, so the results are very reflective of our members.

Member Survey:

The first module reviewed the characteristics and demographics of our members. Sixty-five percent of our survey respondents were women. Again, this information is fairly consistent with our member database where 60 percent are women.

The education level of our members is very interesting. Fifty-one percent of the respondents have a university degree; 12 percent hold a college diploma; 18 percent have master’s degrees; ten percent have a doctorate, a PhD, some university or an LL. B. This accounts for 91 percent of our respondents!

AGE SPECTRUM	PERCENTAGE OF MEMBER RESPONDENTS WHO FALL INTO THIS SPECTRUM
20 – 29	5
30 – 39	19
40 – 49 years of age	35
50 – 59	28
60 – 69	11
70 +	2

NUMBER OF YEARS IN GIFT PLANNING	PERCENTAGE OF MEMBER RESPONDENTS WHO FALL INTO THIS SPECTRUM
Less than 1	1
1 – 3	31
4 – 6	27
7 – 10	16
Over 10	15
None	3

When asked how relevant some of the CAGP Membership benefits were to their membership, the top four benefits were: 1. sharing best practices, 2. connecting with colleagues in charitable organizations, 3. networking and 4. government tax information.

Other member benefits that survey participants would like to see are: certification and mentorship.

When asked what learning session do members use (some if available), the top four were: 1. local RoundTable educational seminars and workshops, 2. monthly newsletter, 3. monthly RoundTable meetings and 4. Annual national conference. Other learning sessions suggested were: ethics and tax issues.

The topics of learning sessions most relevant were: 1. new tax legislation, 2. tax implications, 3. client/donor relations and 4. marketing your planned giving program.

When asked if members currently have an affiliation or a professional certification? The following results occurred:

57% did not have an affiliation

17% had their CFRE

1% had their CGA

1% had their CA

5% had their CFP

19% said "other" which included: LLB, AFP, CLU, CMA, EPC, MBA, TEP.

In our Database of 1,254 Members 195 have a designation which is 16 % of our members.

115 CFREs which is 9% of the overall members

3 ACFREs (Advanced Certified Fundraising Executive) which is 0 % of our overall members

9 CAs which is 1 % of our overall members

4 CGAs which is 0 % of our overall members

35 CFPs which is 3 % of our overall members

9 LLBs which is 1 % of our overall members

Sixteen percent of the respondents indicated that they were pursuing a CFRE designation, 2% a CFP and 6% other. 76% indicated that they were not pursuing a designation.

When asked how interested they are in a professional designation for gift planning if one were to be created. (for example: Certified Gift Planner). The results were:

Not so much: 27%

Somewhat 40%

Very 33%

When asked how strongly they feel that CAGP-ACPDPTM should be providing the leadership in developing a nationally recognized professional certification in gift planning? The results were:

Not so much 19%

Somewhat 33%

Very 48%

Thanks to the results of the Members Survey, the Membership Committee has some excellent feedback in order to move forward in 2006, to provide stronger member benefits. One of the first areas will be in

the provision of strong communication and information to members through the website and other technologies.

.....

New Membership Changes

The Membership Committee revised the membership form this year with the following changes:

1. new clause regarding a sign-off on the CAGP Code of Ethics
2. new categories – sports/recreation, consultant
3. change in category “Allied Professionals” changed to “Professional Advisors”

The following represent the new CAGP Membership Categories:

Planning Professional		Professional Advisor	Consultant
Arts/culture	International Services	Accounting	
Community	Religion	Legal	
Education/research	Social services	Insurance	
Environment	Sports/Recreation	Financial	
Health	Other	Other	

Thank you to all volunteers of the National Membership Committee for working on these new initiatives this year. I look forward to working with this team in implementing all the new plans for 2006.

Roundtable Committee

Chair: Linda Pearson

The annual Leaders Forum was held in Quebec City in April 2005. This is a once a year opportunity for RoundTable Chairs to meet with CAGP Board members and CAGP staff - to share best practices, review their successes and challenges as they continue to provide great member services locally. Last year, twenty-eight leaders attended the Forum which was facilitated by Bruce Davies. Some of the priorities that came out of the Leaders Forum were: a need for strategic planning for RoundTables, to develop a volunteer recruitment/retention strategy, building strategic partnerships with the RoundTable community, connecting with members and potential members outside of monthly meetings, and engaging professional advisors. In terms of RoundTables working with the National office, two key areas became the discussion of focus groups: 1. the integration of educational offerings locally and nationally and 2. new revenue sources for CAGP. All in all, a very successful Leaders Forum with valuable input. Thank you to everyone for taking the time to participate.

In May 2005, a newly created operational committee – the National RoundTable Committee was formed. This committee was created under the direction of the Executive Director and their main mission is to determine the support to be provided directly to the CAGP RoundTables and in particular, to the CAGP RoundTable Chairs in order to assist them in fulfilling their mandate as CAGP RoundTables. This committee met monthly and sometimes, even bi-monthly in order to achieve their goals by April 2006. They began by developing their new Terms of Reference, after which they set in motion a series of writing, revising and editing activities to develop the new RoundTable Manual. This Manual sets out the guidelines, policies, and reporting functions for all RoundTables. Every RoundTable Chair will be receiving a draft copy of this manual at the Leaders Forum in April.

This manual is still in its consultative phase. The first RoundTable Chair Conference call was held in October 2005 to review the preliminary chapters and some draft content. We plan a few more consultations with the RoundTable Chairs before finalizing the manual. We hope to have the manual complete and translated by the fall of 2006. It is available on the website and in hard copy. This is an

important undertaking for CAGP – finally providing guidelines and policies in writing that all RoundTables can refer to. Thank you to the RoundTable Committee for working so diligently on this project – Linda Pearson, Sue Barnes and Dianne Fehr.

Government Relations Committee

Chair: Malcolm Burrows

The Canadian Association of Gift Planner's Government Relations Committee focuses on improving tax incentives for giving and charity regulatory issues at the Federal level. This work is accomplished through actively lobbying for or against key measures, but also by collaborating with other charitable sector organizations and participating in Canada Revenue Agency sponsored committees.

Active lobbying has focused on three key issues in 05/06: two proactive and one reactive. The proactive issues are the elimination of capital gains on gifts of public securities and Charitable Remainder Trusts. The reactive initiative relates to proposed Section 248(40) of the Income Tax Act, which would have wreaked widespread damage on charitable giving in Canada.

The long dreamed of elimination of capital gains on gifts of public securities appears to about to be made a reality. The proposal was included in the Conservative's platform in the January election. At the time of writing, it is expected to be included in the April Federal Budget. Achieving this incentive marks more than a decade of work by CAGP • ACPDP™ and other members of the charitable sector. The Association is also advocating for private foundations to be eligible recipients of gifts of public securities with no capital gains, although it remains to be seen whether the measure will be extended beyond public charities.

CAGP • ACPDP™ proposal on Charitable Remainder Trusts had a roller coaster year. It strongly advanced in the dying days of the Liberals, but has appears to have been thrown into limbo with the Conservative victory. A clearly legislated Charitable Remainder Trust would be of tremendous assistance to older Canadian donors, but its relative complexity makes it difficult for politicians to grasp. We are confident with more education and advocacy we can build support for the proposal within the new Government.

The surprise issue in 2005 was proposed Section 248(40), which was introduced in a draft technical bill in July. This measure would have required charities to make formal inquiries of donors for any gift over \$5,000 – cash or gift-in-kind – before a receipt could be issued. It was introduced to identify donation tax shelter gifts, which are so damaging to the charitable sector both in terms of credibility and the potential legislative backlash represented by 248(40). Through the Government Relations Committee, CAGP • ACPDP™ made submission to the Department of Finance on 248(40), outlining the harm it would cause charities and legitimate donors. The Department responded by letter saying the 248(40) would be withdrawn, but charities still need to make reasonable inquiries of donors. This was a victory, but underlines the damage done to the sector by tax-motivated donation shelters.

Over the last two years, charitable sector policy discussions at the federal level have become more structured. The Charities Directorate of the Canada Revenue Agency has established two committees – Charities Advisory Committee and Technical Issues Committee -- to seek input from the charitable

sectors on key issues. A number CAGP • ACPDP™ members sit on the Charities Advisory Committee and Susan Manwaring, Vice Chair of the Government Relations Committee, formally represents the Association on the Technical Issues group. This kind of direct, ongoing input ensures gift planning is well represented in Ottawa.

Finally, the Association is very proud of its collaborative work with other groups within the charitable sector, such as Association for Fundraising Professionals, Community Foundations Canada, Imagine Canada, and Philanthropic Foundation of Canada. CAGP • ACPDP™ cannot, and should not, try to champion all issues in the sector. By being involved through a formal issues coordinating group hosted by Imagine Canada, CAGP • ACPDP™ is both more informed and strategic in its government relations activity. Now when the Association makes submission to Senate and Parliamentary groups it is done in a coordinated fashion, which greatly improves the credibility and effectiveness of the charitable sector as a whole.

Respectfully submitted by Malcolm Burrows, Government Relations Committee Chair. March 13, 2006

The Year Ahead – 2006

Diane MacDonald
Executive Director, CAGP-ACPDP™

In keeping with the Boards strategic priorities, I have recently completed the CAGP Annual Operational Plan and Budget. The Board priorities that resulted from their November 2005 Board retreat were very much in line with the previous year – a continuation of the direction set in previous years. They identified some core areas: strong membership benefits, continued leadership in government relations activities, enhanced member communications and strong professional development for members. I thought I would share some of the key operational activities that are planned for this year based on the Board strategic priorities.

1. First of all – the CAGP website.

We did a great job revising the new LEAVE A LEGACY™ Website last year and this year, 2006, is the year of the new CAGP website. Not only will it have a new look, but new content and new features. The National Membership Committee has a “wish” list of ideas that they would like to see happen – mostly based on what you, our members, told us in our recent Members Survey.

2. An added course on Gift Planning in a new location.

This year we have booked “Le Grand Lodge” in Mont Tremblant in June. CAGPs signature course on Gift Planning has always been held in Banff, but due to requests from our members, we are providing this new choice of an eastern location. The Course will still be identical to the one held in Banff and offered in English only. CAGP will also be exploring a national educational offering in French within the next few years.

3. Our new study on Gift Planning

In keeping with our ongoing efforts to increase the capacity of the charitable sector, the Canadian Association of Gift Planners (CAGP) will be undertaking a national study on planned giving activities and attitudes by Canadians through leaving charitable gifts in their wills. Three surveys were conducted by Statistics Canada in 1997, 2000, and 2004 – where more than 56,000 Canadians provided information about their giving and volunteering activities. Data from these surveys contain diverse information on

respondents’ giving behaviours as well as their sociodemographic characteristics, thereby permitting detailed analysis of connections between different giving behaviours and the characteristics of individuals manifesting those different types of giving. Data is currently available from the 1997 and 2000 surveys, but 2004 survey data will be released only in the spring or early summer of 2006. The

study will provide preliminary results using data from the first two surveys, followed by a release of final results using all three after the 2004 survey data are released.

We are very excited about this study - which will provide, for the first time ever, details on the characteristics and behaviours of those who have left a bequest in their will. The preliminary results will be announced in a media release and presented at the CAGP Annual Conference in Calgary on Friday, April 21, 2006. Members of CAGP-ACPDPTM will have preferred access to the details of this survey.

4. Consistent Support to the RoundTables

I would be remiss in not mentioning the great work of a newly formed committee – the RoundTable Committee – a national operational committee. Under my direction, this committee has revised an outdated manual to incorporate new by-laws, new operational policy, new ideas and best practices within the realm of this new book. This manual will provide answers and some long-awaited direction to the volunteers at the RoundTable level. We are excited about presenting this book to the RoundTable Chairs at our Leaders Forum in April. As much as we have tried to be as comprehensive as possible, we know this will be a work in progress as we attempt to provide guidelines and support for the RoundTable work.

I also, will be focusing more of my time on traveling and visiting the RoundTables this year – something I have not been able to do in these first few years – with setting up the new office. We are at the point where office staff are becoming more confident in their roles and the office processes are becoming more streamlined – enabling me to have time to reach out to our volunteers across the country.

I want to take a moment to thank the CAGP staff and resource “staff” for providing such excellent support throughout the year enabling CAGP to grow in leaps and bounds. Congratulations go to Becca Atkinson and Sarah Mitchell for celebrating their first year with CAGP – the first two staff people to have done this (besides me). And thank you as well to the countless volunteers, operational committee members, RoundTable volunteers and CAGP Board members who have stood behind me and provided me with the guidance and tools to make our operational plans happen. There is another big year ahead of us and I am the first to admit that I could not do this without the strong volunteer support that continues to pave the road. Thank you everyone!

Diane MacDonald
Executive Director

BY-LAW NUMBER 2006-1

being a by-law amending By-Law Number 2005-1

of the by-laws of

CANADIAN ASSOCIATION OF GIFT PLANNERS/ASSOCIATION CANADIENNE

DES

PROFESSIONNELS EN DONS PLANIFIÉS

(the "Corporation")

Passed by the Directors on _____, 2006

Confirmed by the Members on _____, 2006

Approved by the Ministry of Industry on _____, 2006

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ASSOCIATION CANADIENNE DES PROFESSIONNELS EN DONS PLANIFIÉS

CANADIAN ASSOCIATION OF GIFT PLANNERS/ASSOCIATION CANADIENNE DES
PROFESSIONNELS EN DONS PLANIFIÉS

BY-LAW NUMBER 2006-1

A By-Law amending By-Law Number 2005-1

BE IT ENACTED as a By-Law of the Corporation as follows:

- **INTERPRETATION**

- Meaning of Words

In this By-Law and all other By-Laws and resolutions of the Corporation, unless the context otherwise requires:

- "Act" means the *Canada Corporations Act*, R.S.C. 1970, Chapter c-32, as amended, and any statute amending or enacted in substitution therefore, from time to time;
- "Board" means the Board of Directors of the Corporation;
- "By-Law" or "By-Laws" means this By-Law and all other By-Laws enacted by the Corporation;
- "Committee" means any Committee established by the Board in accordance with the By-Laws of the Corporation;
- "Corporation" means Canadian Association of Gift Planners/Canadienne des Professionnels en Dons Planifiés;
- "Director" means a person who has been elected to the office of Director or appointed to fill a vacancy in the office of Director in accordance with the By-Laws of the Corporation.
- Canada Corporations Act Terms

All terms defined in the *Act* have the same meanings in this By-Law and all other By-Laws and resolutions of the Corporation.

- **BY-LAW AMENDMENT**

- By-Law Number 2005-1 of the Corporation be and the same is hereby amended as follows:
 - To delete section 6.5 of By-Law Number 2005-1 in its entirety and substitute therefore the following:

“6.5 Nominations

Candidates for the office of Director shall include:

6.5.1 the slate of candidates for office proposed by the Governance Committee, or if there is no Governance Committee, by such Committee designated by the Board from time to time for the purpose of proposing a slate of candidates for office (in this section 6.5 referred to as the “Nominations Committee”); and

6.5.2 the persons whose names are submitted in writing to and received by the Nominations Committee not less than seventy (70) days prior to an annual meeting, provided that any such submission is accompanied by the following:

6.5.2.1 a written acknowledgement of ten (10) Members entitled to vote that they recommend the person whose name is being submitted as a candidate to stand for election as a Director; and

6.5.2.2 an acknowledgement of the candidate whose name is being submitted that the candidate is willing to stand for election as a Director.

Such candidate shall then be added to the slate or ballot of persons being submitted to the Members for consideration for election to the Board”.

- To delete sections 6.6 and 6.7 of By-Law Number 2005-1 and substitute therefore the following:

“6.6 Election Method

Where:

6.6.1 the number of candidates nominated is equal to the number of offices to be filled, the Secretary of the meeting shall cast a single ballot electing that number of candidates for the offices; and

6.6.2 the number of candidates nominated is greater than the number of offices to be filled; the election shall be by show of hands, or by ballot (including mail or e-mail ballot), as determined by the Chair of the meeting.

“6.7 Forms

The Board may prescribe the form of nomination paper, and/or ballot paper.”

- To delete section 8.8 of By-Law Number 2005-1 and substitute therefore the following:

“8.8 Mail Ballots

The members of the Corporation not able to be present at an annual or special meeting shall be entitled to cast their vote by mail ballot (including electronic mail ballot) for the purpose of voting on the following matters:

8.8.1 the election of Directors;

8.8.2 the approval of acts of the Directors and Officers;

8.8.3 such other business as is permitted by the Act, by by-law or otherwise by law as are not required to be conducted at a meeting of members.”

- To delete section 8.10 of By-Law Number 2005-1 in its entirety and substitute therefore the following:

“8.10 Submission of Mail Ballots

Any questions that may be determined by mail ballot shall be identified as such in the notice calling the meeting and a ballot form included with such notice for each item of business permitted to be dealt with by mail ballot. Individuals exercising their vote by mail ballot shall return their completed ballot to the Secretary of the Corporation (or designate of the Secretary) by such method as may be prescribed from time to time by the Board, which ballot shall be received at least ten (10) calendar days prior to the commencement of the meeting.”

- To delete section 11.3 of By-Law Number. 2005-1 and substitute therefore the following:

“11.3 Governance Committee

The Governance Committee (when one exists), or such other Committee as may be designated by the Board for the purpose of making recommendations for the election of Directors, shall:

11.3.1 prepare a slate of one or more candidates for each office which will be vacant and for which an election is to be held at or after the annual meeting;

11.3.2 accept any additional written nominations for elected office as provided for in section 6.5.2; and

11.3.3 make recommendations to the Board of names of persons to fill vacancies in office or on the Board or on Committees that occur throughout the year.”

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- All By-Laws and resolutions of the Corporation inconsistent with the provisions of this Article 2 be and the same are hereby amended to give full force and effect to the provisions hereof.
- **EFFECTIVE DATE**
- Effective Date

This By-Law shall become effective after it has been sanctioned by a majority of the votes cast at a meeting of members duly called for the purpose of considering the said By-Law, and after the approval of the Minister of Industry has been obtained.

ENACTED by the Directors as a By-Law of the **Canadian Association of Gift Planners/Association Canadienne des Professionnels en Dons Planifiés** and sealed with the corporate seal this _ day of _____, 2006.

i) _____	i) _____	i) _____
l) Chair of the Board	l) _____	i) Secretary

CONFIRMED by the Members in accordance with the *Canada Corporations Act* on the _____ day of _____, 2006.

i) _____	i) _____	l) _____
l) Chair of the Board	i) _____	i) Secretary

APPROVED by the Minister of Industry on the _____ day of _____, 2006.

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NOMINATIONS TO THE CAGP-ACPDPTM BOARD OF DIRECTORS 2006-2007

Proposed Motion:

That the following slate of seven persons, each of whom may serve for a two year term as a Director, be elected to the National Board of Directors of CAGP-ACPDPTM, namely: Tara Gish, David Brown, Anne MacKay, Martin Massé, Greg Lichti, Tom Riglar, and Brian Wonnick.

NAME	CITY	PROV / TERRITORY	STATUS of TERM (for 2006/2007)
Tara Gish *	Calgary	Alberta	1 st year of 3 rd term
David Brown *	Toronto	Ontario	1 st year of 2 nd term
Anne MacKay *	Waterloo	Ontario	1 st year of 2 nd term
Martin Massé *	Montréal	Quebec	1 st year of 2 nd term
Greg Lichti **	Toronto	Ontario	1 st year of first term
Tom Riglar **	Burnaby	British Columbia	1 st year of first term
Brian Wonnick **	Regina	Saskatchewan	1 st year of first term

* Returning

** New

Biographies Attached.

Returning Board Members

(in the middle of their terms or by the nature of their office):

NAME	CITY	PROV / TERRITORY	STATUS of TERM (for 2006/2007)
DeWayne Osborn ***	Winnipeg	Manitoba	1 st year of 4 th term
Sue Barnes	London	Ontario	2 nd year of 1 st term
Dave Magnuson-Ford	Winnipeg	Manitoba	2 nd year of 1 st term
Linda Pearson	Toronto	Ontario	2 nd year of 1 st term
Rosemarie Sampson	Halifax	Nova Scotia	2 nd year of 1 st term
Stephen Boyd	Edmonton	Alberta	2 nd year of 2 nd term

Biographies Attached.

***According to the CAGP*ACPDPTM By-Laws, a member is exempted from the provision limiting the number of terms to three if she/he is the incoming Chair or outgoing Chair who takes the role of Past-Chair (DeWayne Osborn).

Retiring Board Members

NAME	CITY	PROV / TERRITORY
Malcolm Burrows	Toronto	Ontario
Peter Chipman	Vancouver	British Columbia
Kayla Stevenson	Vancouver	British Columbia

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BOARD OF DIRECTORS 2005- 2006



DeWayne Osborn
Chair
Chair: Planning Committee

DeWayne received his Certified General Accountants Designation in 1996 and his Certified Financial Planner Designation in 1998. DeWayne recently came to Lawton Partners after 10 years working in senior positions in not-for-profit organizations to serve as the firm's General Manager and in-house expert in charitable giving utilizing tax effective strategies for gifting real property, cash, securities, life insurance products, wills and bequests, etc. DeWayne's work with clients is not limited to just charitable giving, but a full range of financial services.

DeWayne is the official planned giving media contact for the Certified General Accountants Association of Canada. He has made numerous planned giving presentations to the public, accountants, lawyers, and financial planners, and their respective associations. DeWayne has created a subscriber based planned giving website designed to help charities and advisors of all skills and experiences. DeWayne has served as the Chair of the Manitoba Round Table and Co-Chair Winnipeg 2002 CAGP*ACPDP™ Conference. He is the current Vice-Chair of the CAGP*ACPDP™.

Tara Gish, BA, LLB, CFRE
Vice-Chair
Chair: Governance Committee

- Personal Giving Specialist (Manager) at the Canadian Cancer Society, Alberta/N.W.T. Division (March 2001 – present)

- Member of Leave a Legacy Calgary steering committee (May 2001 - present)
- Member of the Calgary Wills Workshop committee, Leave a Legacy Calgary (2002 – 2004)
- Vice Chair, Board of Directors, Canadian Association of Gift Planners*Association Canadienne des Professionels en Dons Planifiés, aka CAGP • ACPDP™ (May 2003 - present)
- Secretary, Southern Alberta RoundTable Board, CAGP • ACPDP™ (May 2004 - present)
- Member of the Calgary Estate Planning Council (current)
- National Conference/Strategic Planning Chair), national Board of Directors, CAGP • ACPDP™ (2002-2003)
- Secretary of Government Relations Committee, CAGP • ACPDP™ (2001-2002)
- Lawyer in Vancouver (13 years: 1988-2001) In 1994 created a new practice, Griffin Law Office
- Member of Leave a Legacy British Columbia Steering Committee (2000-2001)
- Gift Planner for Kwantlen University College in Metro Vancouver, British Columbia (1998-2001, concurrent with carrying on a wills & estates practice)

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Stephen Boyd
Secretary
Chair: Education Committee

Steve has worked in the public, private and charitable sectors in the areas of communications, policy development and strategic relationship management since graduating from university in 1978. He earned his Bachelor of Law degree in 1986 and practiced law in Edmonton for several years. Beginning in 1990, Steve progressed through a series of senior and executive management positions with the Alberta Government and TELUS Corporation.

In 1999, he entered the charitable sector where he used his relationship management skills and legal training as a Campaign Division Manager at United Way of the Alberta Capital Region (1999-2000), Director of Development, Major Gifts and Planned Giving at the Royal Alexandra Hospital Foundation (2000 – 2003) and most recently as Major Gifts Manager at the Northern Alberta Institute of Technology (NAIT).

He has been active with the CAGP Alberta North Roundtable for four years and currently is serving his second year as Roundtable Chair.

When not at work, Steve leads a very active life revolving around sports, travel and other family activities with his wife, Linda and their three children.

Martin Massé
Treasurer
Chair: Financial Audit Committee

Martin Massé worked at The Endeavours of Cardinal Léger as senior advisor in planned giving from 1998 to 2002. Trained in social studies and administration, he has 25 years of experience as manager and administrator in a variety of social agencies. He acted as

chairman of the Montreal Round Table of the Canadian Association of Gift Planners (CAGP) until 2003 and he is a member of the organizing committee of the "Leave a Legacy" program.

Since November 2002, he is director of the planned giving program at the Saint Joseph's Oratory of Mount Royal. To date, a number of financial services firms have invited him to their offices to explain planned giving to their employees.

In 2001, he prepared a course entitled "Planned Giving: A Market of the Future" for La Chambre de la Sécurité financière association's distance training program. He also wrote articles in the August-September 2003 issue of the association magazine.

In February 2004, La Chambre de la Sécurité financière signed an exclusive contract giving Mr. Massé the authorization to train its members in their own offices. Many non-profit organizations are now calling on Martin Massé's services to train and coach their planned giving officers.

Kayla, D. Stevenson, CFRE
Past –Chair

Kayla has been involved in the fundraising profession for more than 20 years. She is currently Vice-President, Revenue Development at the Canadian Cancer Society, B.C. & Yukon Division.

Kayla has given many seminars and presentations on fundraising, non-profit management and gift planning to community groups and non-profit boards. She was founder and first Chair of the Vancouver Island Roundtable of the Canadian Association of Gift Planners and joined the National Board in 2000. She is a founder and past Chair of the Association of Vancouver Island Fundraisers.

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She has been a mathematics teacher, professional violinist, editor of an arts magazine, Director of Public Relations and Marketing, and Director of Development for a number of cultural, educational & health charities.

Malcolm Burrows, CFRE

Malcolm D. Burrows is Financial Consultant, Charities and Gift Planning at Scotia Private Client Group, Executive Office. He came to Scotia Private Client Group (SPCG) in February 2004 after spending 13 years with the University of Toronto, The Princess Margaret Hospital Foundation and The Hospital for Sick Children Foundation. During this time, Malcolm helped individuals to plan millions of dollars in current and future donations. Malcolm focus at SPCG is private foundations, charitable products, gift planning consulting, and services to charities and not-for-profits.

Within charitable and financial planning circles, Malcolm is a well-known speaker and writer on philanthropy and gift planning. He has consulted extensively to charities, private clients, and their advisors. From 1999 to 2002 was an instructor of the 5-day Canadian Gift Planning course at the Banff Centre.

Malcolm is actively involved with advancing the charitable sector in Canada. He is Chair of Government Relations for the Canadian Association of Gift Planners (CAGP) and has contributed to the development of new rules relating to charitable giving tools such as publicly-listed securities, donation tax shelters, and charitable remainder trusts. In October 2000 he received national attention for the creation of Charitable Options, a new category of stock options approved by the Toronto Stock Exchange.

He is editor at large of the monthly newsletter Gift Planning in Canada and was named a "Friend of CAGP" in 2003.

Peter Chipman, BBA, CFRE

Peter is the Director of Planned Giving/Major Gifts for Variety - The Children's Charity of BC. During his 4 years here, he has researched, strategized and implemented an active planned giving and major gifts program. This includes multi-media marketing, database coding and donor tracking plus direct donor contact, recognition, development and stewardship.

Prior to joining Variety, Peter was Director of Development for The Crisis Centre of Vancouver employing the full range of fundraising options. He has been on the Board of Directors of the Gateway Society for Persons with Autism (5 years) and The Crisis Centre of Greater Vancouver (1 year). He has been a fundraising volunteer, Board member and entertainer/MC on the Variety Show of Hearts telethon for 28 years.

Directly and indirectly Peter has been involved in raising over \$50 million for Variety – The Children's Charity of BC. Peter holds a BBA from the University of New Brunswick, Canadian Securities Courses I & II, Banff Management Fund Raising, Banff Planned Giving and Major Gift courses and various seminars of continuing education in the field of fundraising. He is a member of AFP and CAGP·ACPDPTM (6 years) and an early committee member of the Vancouver Round Table starting LEAVE A LEGACY™ BC.

Peter and his wife Patricia reside in Ladner, BC.

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Anne MacKay

Anne has been involved with the fundraising function of non-profits for the last 16 years. Beginning with the Canadian Cancer Society, The Arthritis Society and, for the last nine years, at United Way of Kitchener-Waterloo & Area as Director, Resource Development. In her current role as Vice President, her hands-on function includes Planned Giving and Project Funding, in addition to stewarding a number of United Way community partnership projects.

As a volunteer, Anne was a founding member of her community's local roundtable of CAGP and has served as Communication Chair. She currently chairs the national Membership committee for CAGP-ACPDP. Anne was also a founding member of the Waterloo-Region Fundraising Executives. and as a member of the Program Advisory Committee for Conestoga College's Business Administration (Management) Program, a Grants Committee member with the Guelph Community Foundation. She has also taught fundraising workshops and provides consultations to a number of non-profits.

DAVID WM. BROWN, CFP, CLU, ChFC, RHU

David is a Certified Financial Planner, Chartered Life Underwriter, Registered Health Underwriter, and a Chartered Financial Consultant. He has been involved in the life insurance and financial planning industry since 1974. He has been awarded the National Quality Award on a consistent basis from 1975 to the present. Mr. Brown's accomplishments have earned him a place among the top one-half percent of life insurance professionals worldwide. He has been a member of the Million Dollar Round Table's Top of The Table consistently for the past 16 years.

Mr. Brown is a member of the Canadian Tax Foundation, the Conference of Advanced Life Underwriters, and is on the National Board of the Canadian Association of Gift Planners.

He has written and spoken extensively on employee benefits, practice management, charitable giving insurance, succession, financial and retirement planning. He has published articles in CCH, Federated Press, The Canadian Institute, and is on the editorial advisory board and is a regular columnist for the Advisor's Edge Magazine. Mr. Brown is a partner, together with his sister, Golda, and father, Al G. Brown in the firm of Al G. Brown & Associates. Al G. Brown & Associates is an independent financial and estate planning firm, which was founded in 1943.

Al G. Brown & Associates provides its clients and their advisors with professional consulting services in the fields of life insurance, employee benefits plans, retirement planning, and charitable giving techniques.

David Wm. Brown has been instrumental in developing and implementing charitable giving plans resulting in millions of dollars. He has consulted to the University of Toronto Foundation, Canadian Friends of Hebrew University and Bar Ilan University, UJA Federations across Canada, The United Way, Baycrest Hospital Foundation and several other national and international charitable organizations.

David was awarded the Toronto Jewish Congress leadership Development Award in 1990. He is past Ontario Chairman of State of Israel Bonds and Canadian President of The Sanz Medical Centre in Netanya, Israel. David is past Chairman of the Professional Advisory Council of the UJA Federation of Greater Toronto. David is currently Vice-

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President of Associated Hebrew Day Schools. David lives in Toronto with his wife, Helen and daughters, Sarah Edite and Pnina Devorah.

Dave Magnuson-Ford

Dave Magnuson-Ford has worked in fundraising for 20 years. Currently he is VP Development and Alumni Affairs at St. Paul's High School. Previously he was the Campaign Manager/Senior Development Officer for the Victoria General Hospital Foundation in Winnipeg assisting them to raise \$11 Million for an expansion project. Dave worked with a major university in Canada to set up the major gifts program.

He was a deployed national staff person for the United Church of Canada working throughout Western Canada. Dave has formed two different consulting firms that have helped faith based clients raise capital dollars, establish planned giving programs and annual giving programs.

He has presented to many local groups and national conferences like the CAGP•ACPDPTM national conference in 2002.

Dr. Rosemarie Sampson Chair: Ethics Committee

Dr. Rosemarie Sampson has worked at Mount Saint Vincent University for the past 33 years, firstly as a professor in the Department of Psychology and as Dean of Professional Studies. She currently is Senior Associate, and Planned Giving Officer in University Advancement. She has been a board member of CAGP/ ACPDP for the past year and chairs its Ethic Committee.

An active volunteer, Dr. Sampson also serves on the Nova Scotia Leave a Legacy Committee; the Cobequid Community Health

Board; the Steering Committee of Northwood Continuing Care Centre to establish a Long Term Care facility in the Cobequid Region of Halifax Regional Municipality; the Nominations Committee and the Board of Sacred Heart School of Halifax. She recently chaired a committee for the Nova Scotia Department of Health – Continuing Care Branch to develop a strategic Framework for Continuing Care.

She is an active participant of the Nova Scotia Round Table of CAGP. She is a recipient of the Commemorative Medal for the 125th Anniversary of the Confederation of Canada for her community service.

Linda Pearson, B.Sc., MBA, and MA

Linda Pearson, B.Sc., MBA, and MA has been the Associate Director, Gift Planning at the University of Toronto since February 2003. Prior to this, Linda served as Manager, Personal Giving at the Canadian Cancer Society, Ontario Division for 3 years. During the period 1995 to 2000, Linda worked both as Director of Development and Director of Community Services at Lutherwood, a human services organization in Waterloo & Wellington Regions. She is currently Past Chair, GTA CAGP*ACPDPTM RoundTable.

Sue Barnes CFRE

Sue Barnes, CFRE has been involved in the non-profit sector for over 24 years. She is presently a Senior Development Officer at St. Joseph's Health Care Foundation in London, Ontario where her portfolio includes Planned Giving and Commemorative Giving. Sue has also worked at the London Regional Children's Museum, The Ontario March of Dimes, and the Brain Tumour Foundation of Canada. As the past president of the London Regional RoundTable, Sue has been

involved in the CAGP in various capacities over the last 18 years including chairing the local

CAGP conference for the Southwestern Ontario Region and the LEAVE A LEGACY™ program, launched in London over 10 years ago. Sue has served on a number of Board of Directors and is presently the President of Hutton House for Adults with Disabilities located in London. In her spare time Sue enjoys a game of golf with her husband Joe, jogging and spending time with her 4 grandchildren.

PROSPECTIVE BOARD MEMBERS 2006-2007

Brian Wonnick

Brian Wonnick graduated from the University of Manitoba in 1965 with a B.A degree.

Brian's community involvement centered on his church as well as the Swift Current Chamber of Commerce, Frontier Days Board, the Swift Current Oratorio Choir, and coaching and assisting with many of their children's sports activities. Now in Regina, his passion for music is continued in singing with the Luther Bach Choir.

In 1999, Brian became a CAGP member, and quickly engaged with the 2000 LEAVE A LEGACY™ steering committee of the South Saskatchewan CAGP Round Table (RT). In the following years, he served in the LEAVE A LEGACY™ communications area, plus two years as LEAVE A LEGACY™ Chair. In 2004, he assumed the chair of the South Saskatchewan RT, assisting with the CAGP Workshop in May 2005. In Feb 2006, Brian completed his one-year term as past chair of the local RT.

Further education is in the area of Social Work, having completed several courses at the University of Regina. And On Aug 1, 2004, he received his Certified Financial Planner (CFP) designation.

In 1998 Brian joined Lutheran Church-Canada, Central District as Development Officer, his current position to this day.

Tom Riglar

Tom Riglar is the Manager, Personal Philanthropy for United Way of the Lower Mainland. He manages and participates directly in the marketing, soliciting, receiving and managing of the full array of immediate, deferred and planned gifts with a minimum value of \$10,000 from Individual Donors and both Private and Public Foundations through direct donor contact, recognition, development and stewardship.

Prior to joining United Way, Tom was Director of Development and Communications for The Crisis Centre of Vancouver employing the full range of fundraising options and media contact skills. Prior to moving to Vancouver 12 years ago he was the Director of Corporate Financial Services for Eastern Canada at National Trust.

Tom has been on the Board of Directors of Variety, The Children's Charity of BC for 11 years and previously both the National and BC Boards of The Acoustic Neuroma Association for 14 years where he served as Financial Director for six years. In his 35 years of volunteer work he was also on the Board of the Montreal YMCA and President of the Downtown Y where he Chaired four Annual and two Capital Campaigns. Tom holds a BBA from Bishop's University, Canadian Securities Courses I & II, and attended CAGP • ACPDP™'s Canadian Gift Planning Course in Banff. In his career he

has had his license to sell Life Insurance for over 20 years.

Tom is a Member of the Trust Institute and has attended over 80 seminars of continuing education in the field of fundraising, as well as extensive training in Computerized Sales and Marketing, Salesmanship, Sales Management and Marketing Research, E-Commerce, Web Page Design and Database Management.

Tom is a member of CAGP*ACPDPTM (8 years) and has been a member of the Vancouver RoundTable of CAGP for three years and a member LEAVE A LEGACY™ BC for six. He was on the Sponsorship Committee of the highly successful National Conference in Vancouver in 2003. Tom is also a member of the Estate Planning Council of Vancouver.

Tom and his partner Naomi reside in Vancouver.

Greg Lichti

Greg Lichti, CFRE, is Director, Major Gifts at The Princess Margaret Hospital Foundation in Toronto. Greg and his colleagues are responsible for raising over \$23M annually in major gifts to support world-leading cancer research. The PMHF team places a particular emphasis on discussing the full range of giving options with major donors, including planned gifts.

Greg has an Honours B.A. in History and Applied Studies from the University of

Waterloo and Master of Divinity and Master of Social Work degrees from the University of Toronto. Greg is a graduate of CAGP's planned giving course and has served as Chair of the GTA RoundTable of CAGP and as Co-Chair of the 2004 CAGP national conference.

Greg and his former colleagues at the AIDS Committee of Toronto won the 2000 AHP Showcase Award for the best Canadian planned giving program.

Greg believes that CAGP, with its collective expertise in complex giving vehicles, planning and donor relations, is an essential resource for both major gift and planned giving professionals.

**RULES OF ORDER
AND
PROCEDURE GUIDE
FOR MEETINGS**

1. Purpose of Rules of Order

The purpose of Meetings of the members of CAGP*ACPDPTM (after this called the "Association") is to ascertain the opinion of Association members on the items of business coming before the meeting. The purpose of Meetings of Directors of the Association is to ascertain the opinion of Association Directors on the items of business coming before the meeting. To understand the question and to make an intelligent decision, discussion is necessary. Some order must exist, some control must be established and some rules laid down. The purpose of these Rules of Order are to save time, co-ordinate the discussion, allow all members of the meeting the opportunity to enter into the discussion and to keep discussion relevant.

2. Purpose of Motions

One of the basic principles of parliamentary procedure is that without a motion and question there is no debate. There must be a defined subject before the meeting, otherwise there can be no questions or discussion and all remarks are irrelevant. Before any question may be discussed at a meeting, it must be submitted in the form of a motion, which is moved by one member and seconded by another. (If possible, it should be submitted in writing to assure accuracy.) The motion is then debatable and may be accepted, amended, withdrawn or rejected. When a motion has been adopted, it becomes a resolution.

3. Speaking to a motion

a. **Recognition by the Chair.** Any member shall be permitted to speak only if and when he or she has been recognized by the chair, and at that time all remarks shall be directed to the chair.

b. **Speaking "for" or "against" a motion.** When speaking to a motion, members shall, before beginning the substance of their remarks, state whether they are speaking for or against the motion.

c. **Limitations on speaking.** A member speaking to a motion may speak for up to two minutes. Any member who has spoken to a motion once shall not, without the express permission of the chair to be given or withheld at the sole discretion of the chair, speak again, except:

- i. with leave of the chair in explanation of that members remarks if misunderstood;
- ii. in the case of a mover or seconder only at the request of the chair to answer questions from the floor directed to the chair;
- iii. in the case of a mover only who may reply thus closing debate and providing there are no other members still wishing to speak on the motion.

4. Amendments

- a. Amendments to a motion may be proposed at any time during the discussion. No amendment may be entertained which has the effect of nullifying the main motion.
- b. Any amendment must be relevant to the subject matter of the motion and may amend it in only one of the following three ways:
 - i. by leaving out certain words;
 - ii. by adding certain words; or
 - iii. by deleting certain words and replacing them with others.

5. Number of Amendments

In order that discussion may be confined within reasonable bounds, not more than two amendments may be before the meeting at one time. However, as soon as one amendment has been accepted or rejected, another may be proposed, provided of course, that it is different in purport from one already defeated.

6. Withdrawal of Motions

General procedure permits withdrawal of a motion on consent of the mover and seconder. Amendments must first be withdrawn in reverse order, with the full consent of their sponsors. If either of these should refuse this consent, then the motion must stand.

7. Tabling Motions

A motion to table is not debatable and requires only a simple majority. If the motion is to table only until a particular time, it is debatable as to time only. If carried, the motion in question comes up automatically at the appointed time or, if indefinite as to time, it remains tabled until such time as another motion (not debatable) "that the former motion be now reconsidered" is carried. A simple majority only is required in this case.

8. Questions

If a member wishes to ask a question or seeks clarification in respect to a subject then before the meeting, and may do so without interrupting another speaker, the member shall, upon recognition, so state and shall not proceed further without permission from the chair, provided that in any event any such question shall be directed to the chair and shall not be used to discuss the merits of the subject then before the meeting.

9. **The Point of Order**

If a member feels that improper language has been used, an irrelevant argument introduced or a rule of procedure broken, that member is entitled to “rise to a point of order” interrupting the speaker. The point of order must be stated definitely and concisely. The chair shall decide without debate. The chair’s ruling, however, may be appealed by the member. If that happens, the chair re-states his or her decision as well as the point of appeal, then puts the question (not debatable), “Shall the decision of the chair stand as the judgment of this meeting?”. A simple majority determines the issue. This merely settles a point of procedure and is not a vote of confidence in the chair.

10. **Voting on Motions and Amendments**

Voting on motions and amendments is done in the reverse order in which they are made:

- a. on the amendment to the amendment; or the second amendment;
- b. on the amendment; then
- c. on the motion; or on the motion as amended.

(Note: Carrying of the amendment does not carry the motion, and the motion as amended must be voted upon.)

A quorum is required to consider a question; but all questions will be decided by a majority of those members present and voting unless otherwise provided for in the by-laws of the Association.

11. **Deciding Vote**

In meetings of Directors, all questions are determined by a majority vote, and in the case of equality of votes the Chair shall have a casting vote. In meetings of Members, questions are determined by a simple majority (except for particular questions where the Bylaws dictate otherwise), the Chair as a Member is entitled to cast her or his vote, and an equality of votes (after the Chair has voted or elected to refrain from voting) means that the question is deemed to have been lost.

12. **Similar Motions**

No motion or amendment which is the same or substantially similar to a previous motion or amendment voted upon by the meeting may be put to the same meeting or any subsequent session thereof.

13. **Reconsideration of a Motion**

A motion may be made to reconsider the vote on any other motion (except a motion to adjourn or to table) whether affirmative or negative, provided that such motion is made at the same

meeting at which such other motion was voted upon. A simple majority is required and the motion to reconsider is not amendable, but is debatable if the motion, the vote of which is proposed to be reconsidered, was itself debatable.

14. Exception to Reconsideration

Notwithstanding the foregoing, a motion to reconsider may not be put if the motion to which it is intended to apply has already been acted upon.

15. Order of Business

The order of business shall be determined by or with the consent of the chair. The order of business (agenda) will preferably be circulated and approved as the first item of business.

16. Polls

Any member may request a poll to determine the vote count on any motion (see Association Bylaw Section 8.14). The Chair decides at what time the poll will be conducted, whether at once or later in the meeting or after adjournment (except for electing a Chair or on the question of adjournment in which case the poll shall take place immediately). The Chair also decides the manner in which the poll is taken (including whether it be conducted by secret ballot or not). Typically, the Chair may ask each member present, one by one, to declare verbally her or his vote and each vote is recorded by whatever means the Chair determines as it is declared, and the recorded votes are counted after all votes have been declared unless it is clear to any observer that the motion has been approved or rejected. This is but one method the Chair may choose to employ.

The result of a poll shall be deemed to be the resolution of the meeting at which the poll was requested.

A request for a poll may be withdrawn at any time prior to the taking of the poll.

17. Adjournment

A motion to adjourn may be made at any time. It is not debatable except if its intent is to adjourn to a time other than the next regular meeting time when discussion is permitted on that point only. The motion requires a simple majority and if passed, the meeting ends. If rejected, the meeting continues.

The chair, at its discretion, may refuse to put a motion for adjournment if, in the opinion of the chair, the motion is offered for the purpose of obstructing the meeting, or will make impossible a completion of the orders of business still to be considered by the meeting before its final adjournment