



Minutes of the 23rd Annual General Meeting

DATE: Thursday, April 7, 2016
TIME: 12:30 p.m.
LOCATION: The Banff Centre
107 Tunnel Mountain Drive, Banff AB

Quorum is 50 members present in person

Chair: Darren Pries-Klassen

1. Call to Order and Welcome

Darren Pries-Klassen called the meeting to order at 1:10 p.m. and welcomed those present to the Canadian Association of Gift Planners' 23rd Annual General Meeting. With quorum confirmed, the meeting began.

2. Approval of Agenda

Motion:

BE IT RESOLVED that the Agenda of the 23rd Annual General Meeting be approved as circulated.

Moved: Beth Proven

Seconded: Sandra Dow

Carried.

3. Approval of Previous Minutes

Motion:

BE IT RESOLVED that the minutes of the 22nd Annual General Meeting, held on April 23, 2015 be approved as circulated.

Moved: Heather Warren

Seconded: Leila Fiouzi

Carried.

4. Report from the Chair of the Board

Darren Pries-Klassen delivered the Chair's Report, noting specifically how the diversity within CAGP has assisted in ensuring strength and continued growth within the organization. He

expressed his sincere gratitude to fellow Board members, Ruth MacKenzie, National staff, sponsors, Chapter Executives and all CAGP members.

5. Report from the President & CEO

Ruth MacKenzie reported to the members, introducing the 2015 Annual Report and speaking to highlights from the year, as well as presenting the 2016-18 Strategic Plan for 2016. She also announced the establishment of the CAGP Foundation, noting an application for charitable status had been submitted to the Canada Revenue Agency. She expressed her appreciation to the CAGP National Board, volunteers, funders and supporters, Chapter leadership, National staff and to all members, for their hard work, commitment and support of CAGP.

6. Amendment of Bylaws

Amanda Stacey briefly highlighted proposed changes to the bylaws of CAGP, namely an adjustment to term limits for Officers on the National Board of Directors, as well as various administrative amendments. There was a comment regarding some grammatical changes and since they were not material changes Amanda suggested they be reviewed after the meeting was adjourned.

Motion:

BE IT RESOLVED that the amendments to the Bylaws of the Canadian Association of Gift Planners be approved as circulated.

Moved: Jill Nelson

Seconded: Doug Puffer

Carried.

7. Presentation of Auditors' Report and Appointment of Auditors

Ross Young presented the Auditor's Report for the year ending December 31, 2015, highlighting a key change regarding the inclusion of Chapter financials in national audit. He thanked Ruth MacKenzie and Jean-Marie Niangoran for all of their assistance with the association's financial management.

Motion:

BE IT RESOLVED that McCay Duff LLP be appointed as auditors for the Fiscal Year 2016 and that the Board of Directors shall determine remuneration of the auditors.

Moved: Christopher Richardson

Seconded: Bruce Davies

Carried.

8. Governance Committee Report – Election of Directors

Amanda Stacey advised that the Board would be electing two new directors this year, and re-electing one member for a second term.

Motion:

WHEREAS the number of Directors of the Association is ten (10) and three (3) vacancies will arise in the position of Director as of the date of the 2016 AGM requiring election by the Members

BE IT RESOLVED that the following slate of three (3) persons, each of whom may serve for a three (3) year term as a Director, be elected to the National Board of Directors of CAGP, namely:

- *Ninette Bishay*
- *Carla Funk*
- *Michelle Osborne*

Moved: Doug Puffer

Seconded: Ryan Fraser

Carried.

9. Presentation of the 2016-17 Board of Directors

Darren invited the members of the 2016-17 Board of Directors to stand and present themselves to the membership.

10. Recognition of Outgoing Board Members

Darren thanked outgoing Board members Ross Young and Malcolm Berry for their contribution, inviting them to stand and be recognized by the membership.

11. Other Business

Roger Lee thanked the Board of Directors for their leadership in establishing the CAGP Foundation and pledged to make the first planned gift to the Foundation, once it has been finalized as a registered charity.

12. Adjournment

As there was no further business, Darren asked for a motion to adjourn the AGM.

Motion:

BE IT RESOLVED that the 23rd Annual General Meeting of CAGP be adjourned.

Moved: Malcolm Berry

Seconded: Michelle Bernard

Carried.