

# Association of the Chemical Profession of British Columbia

## *Minutes*

### **4th ANNUAL GENERAL MEETING**

**Thursday, September 1, 2011**

**5:30 pm – 7:00pm**

Simon Fraser University Harbourside Center  
515 West Hastings Street, Vancouver BC

Attendance: Rajinder Kaur Aujla; Rajinder Aujla; David Berg; Douglas Bickley; Alexander Briggs; Grant Bruce; Ian Collings; Robert Craig; Viva Cundliffe; Thomas Fyles; Christopher Gill; Kimberly Harvey; Scott Hoekstra; David Hope; Lance Hunt; Neale Hunt; Erik Krogh; Gary Leach; Simone Mol; Patrick Mueller; Andrew Pickard; Caroline Preston; Jennifer Sammut; Julie Saxton; Darryl Stowe; Kevin Taylor; Viren Thaker; David Thompson; Stephen Varisco; Richard Wagner; Paul West; Aaron Zentner

Members attending by proxy: Sharon Brewer; Blair King

<p><b>INTRODUCTION</b></p> <p>Paul West said:</p>	<p><b>Chair of the Board of Directors takes the chair.</b></p> <p>I WOULD LIKE TO WELCOME YOU TO THE FOURTH ANNUAL GENERAL MEETING OF THE ASSOCIATION OF THE CHEMICAL PROFESSION OF BRITISH COLUMBIA. MY NAME IS PAUL WEST, I AM THE CHAIR OF THE ACPBC BOARD AND I WILL CHAIR THE MEETING.</p> <p>ITEMS OF BUSINESS INCLUDE:</p> <ol style="list-style-type: none"><li>1. ANNOUNCEMENT OF THE ELECTION OF DIRECTORS AND OFFICERS</li><li>2. APPROVAL OF THE FINANCIAL STATEMENTS</li><li>3. REPORT OF THE AUDITING COMMITTEE</li><li>4. BY-LAW AMENDMENT</li></ol>
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	OF COURSE, ONLY MEMBERS ARE ENTITLED TO TAKE PART IN AND VOTE AT THIS MEETING.I WELCOME INVITED GUESTS.
<b>APPOINTMENT OF SECRETARY</b>  Paul West said:	THE MEETING WILL NOW COME TO ORDER. WITH YOUR APPROVAL, I WOULD LIKE TO ASK ERIK KROGH, OUR SECRETARY TO ACT AS SECRETARY OF THIS MEETING.
<b>EMAILED NOTICE</b>  Paul West said:	A NOTICE CALLING THE MEETING WAS EMAILED TO MEMBERS ON JULY 11,2011. I WOULD ASK THAT THE SECRETARY READ ANDTABLE THIS NOTICE(See attachment #1).
<b>READING OF THE NOTICE</b>  Erik Krogh (Secretary) read the notice:	<b>On behalf of the Board of Directors of the ACPBC, I am pleased to invite you to the Annual General Meeting of the Association of the Chemical Profession of British Columbia.</b> The AGM will be held on Thursday, September 1st, 2011 at 5:30 PM Simon Fraser University Harbourside Center 515 West Hastings Street Vancouver BC V6B 3K3 Room 7000 - The Earl and Jamie Lohn Policy Room
<b>QUORUM</b> (Quorum is 25+% or 10 members whichever is the lesser)  Paul West said	AS A QUORUM IS PRESENT, I THEREFORE PROPOSE TO PROCEED WITH THE BUSINESS OF THE MEETING. IN PROCEEDING WITH THE MEETING I PROPOSE TO CONDUCT THE VOTE ON EACH MATTER BY A SHOW OF HANDS.
<b>MEETING REGULARLY CALLED AND DULY CONSTITUTED</b>  Paul West said:	I NOW DECLARE THE MEETING IS REGULARLY CALLED AND PROPERLY CONSTITUTED FOR THE TRANSACTION OF BUSINESS

<p><b>MINUTES OF THE LAST MEETING</b></p> <p>Paul West said:</p> <p>Erik Krogh said:</p> <p>Rick Wagner said:</p>	<p>I WOULD ASK THE SECRETARY TO TABLE THE MINUTES OF THE AGM HELD SEPTEMBER 2,2010.</p> <p>ARE THERE ANY ERRORS OR OMISSIONS? I MOVE THE ADOPTION OF THE MINUTES</p> <p>I SECOND THAT MOTION</p> <p><b>CARRIED</b> (none opposed)</p>
<p><b>ANNOUNCEMENT OF ELECTION OF DIRECTORS</b></p> <p>Paul West said:</p> <p>Erik Krogh said:</p>	<p>THE BY-LAWS PROVIDE FOR NINE DIRECTORS WHO ARE PROFESSIONAL MEMBERS, AND A DIRECTOR WHO IS AN ASSOCIATE MEMBER AND A DIRECTOR WHO IS A STUDENT MEMBER TO A TOTAL OF ELEVEN.</p> <p>I WILL NOW CALL ON THE SECRETARY TO REPORT ON THE ELECTION OF DIRECTORS</p> <p>ON JULY 17 2008, NINE DIRECTORS WERE ELECTED AND AS DIRECTED BY THE MEMBERSHIP TERMS WERE DRAWN BY LOT:3YEARS - ERIK KROGH, DOUG BICKLEY AND TODD WHITCOMBE, WHOSE TERMS CONTINUE UNTIL 2011.</p> <p>AT THE AGM LAST YEAR,SANDY BRIGGS,GRANT BRUCE AND STEPHEN VARISCO WERE ELECTED TO THREE YEAR TERMS.</p> <p>THE TERMS OF THREE DIRECTORS EXPIRE AT THIS MEETING ERIK KROGH, DOUG BICKLEY AND TODD WHITCOMBE.</p> <p>A CALL FOR NOMINATIONS WAS DULY MADE,AND A REPORT SUBMITTED BY THE NOMINATING COMMITTEE,CIRCULATED TO THE MEMBERSHIP AND TABLED AT THIS MEETING.NO FURTHER NOMINATIONS WERE RECEIVED SO ERIK KROGH DOUG BICKLEYAND TODD WHITCOMBE ARE ELECTED BY ACCLAMATION.</p> <p>I THEREFORE DECLARE THATDIRECTORS ELECTED TO HOLD OFFICE UNTIL THE CLOSE OF THE 2014ANNUAL</p>

	<p>GENERAL MEETING OF MEMBERS OR UNTIL HIS SUCCESSOR IS DULY ELECTED OR APPOINTED ARE; ERIK KROGH DOUG BICKLEY AND TODD WHITCOMBE.</p> <p>AS THERE WERE NO NOMINATIONS FOR THE POSITIONS OF ASSOCIATE MEMBER AND STUDENT MEMBER THESE POSITIONS REMAIN VACANT UNTIL APPOINTED BY THE BOARD OF DIRECTORS. MEGAN PERKINS WAS APPOINTED AS A STUDENT MEMBER BY THE BOARD DURING THE LAST YEAR AND HER APPOINTMENT WILL CONTINUE IN 2011-2012 WHILE SHE RETAINS STUDENT MEMBER ELIGIBILITY.</p> <p>THE REGISTRAR TOM FYLES IS AN OFFICER OF THE ACPBC APPOINTED BY THE BOARD.</p>
<p><b>ANNOUNCEMENT OF THE ELECTION OF THE OFFICERS</b></p> <p>Paul West said:</p> <p>Erik Krogh said:</p>	<p>WE WILL NOW PROCEED WITH THE ANNOUNCEMENT OF THE ELECTION OF THE OFFICERS. THE PRESIDENT OF THE SOCIETY PAUL WEST WAS ELECTED FOR A TWO YEAR TERM IN 2010. I WILL NOW CALL ON THE SECRETARY TO ANNOUNCE THE RESULTS OF THE ELECTION OF OFFICERS.</p> <p>OFFICER POSITIONS TO BE FILLED AT THIS MEETING ARE; THE VICE PRESIDENT &amp; VICE CHAIR OF THE BOARD, THE SECRETARY AND THE TREASURER ALL FOR TERMS OF ONE YEAR.</p> <p>IN THE CALL FOR NOMINATIONS MADE IN ADVANCE OF THIS MEETING, A REQUEST WAS MADE FOR NOMINATIONS TO THESE OFFICER POSITIONS. IN EACH CASE ONLY THE CURRENTLY SERVING OFFICER WAS NOMINATED.</p> <p>THEREFORE IT IS MY PLEASURE TO ANNOUNCE THE FOLLOWING HAVE BEEN ELECTED BY ACCLAMATION TO HOLD OFFICE UNTIL THE CLOSE OF THE 2012 ANNUAL GENERAL MEETING OF MEMBERS OR UNTIL THEIR SUCCESSORS ARE DULY ELECTED OR APPOINTED.</p> <p>KEVIN TAYLOR, VICE PRESIDENT AND VICE CHAIR OF THE BOARD, ERIK KROGH SECRETARY AND SANDY BRIGGS TREASURER. ALL OF THE OFFICERS ALSO CONTINUE AS DIRECTORS WITH TERMS AS ESTABLISHED EARLIER.</p>

Paul West said:	The chair recognizes the contributions made by these officers as well as others including Jacqui Sanderson (Office Manager) and Tom Fyles (Registrar) in supporting on-going Board operations.
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<p><b>APPROVAL OF THE FINANCIAL STATEMENTS</b></p> <p>Paul West said:</p> <p>Sandy Briggs (Treasurer) said:</p> <p>Viva Cundliffe said:</p> <p>Paul West said:</p> <p>Paul West said:</p>	<p>WE WILL NOW PROCEED WITH THE APPROVAL OF THE FINANCIAL STATEMENT FOR THE SOCIETY DATED SEPTEMBER 1, 2011. I BELIEVE SANDY BRIGGS, TREASURER OF THE ACPBC HAS A MOTION IN CONNECTION WITH THIS MATTER.</p> <p>I MOVE THAT THE FINANCIAL STATEMENT, AS DISTRIBUTED, BE ACCEPTED.</p> <p>I SECOND THE MOTION.</p> <p>ARE THERE ANY QUESTIONS OR COMMENTS?</p> <p>YOU HAVE HEARD THE MOTION. ALL IN FAVOUR? OPPOSED?</p> <p><b>CARRIED</b> (none opposed)</p>
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<p><b>ANNOUNCEMENT OF COMMITTEE MEMBERSHIP</b></p> <p>Paul West said:</p> <p>Tom Fyles said:</p>	<p>I WILL NOW ASK TOM FYLES THE REGISTRAR TO ANNOUNCE THE NAMES OF THE NOMINATING COMMITTEE, THE DISCIPLINE COMMITTEE AND THE MEMBERSHIP AND REGISTRATION COMMITTEE FOR 2011-2012 (REPORT ATTACHED).</p> <p>The committees of the ACPBC are made up of the following members in good standing with the terms of their appointments in brackets;</p> <p><b>Discipline Committee</b> Grant Bruce, Chair (2014); Diane Luszniak (2014); Raj Aujla (2012); Brian Collister (2013); Chris Gill (2013).</p>
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<p><b>OTHER BUSINESS</b></p> <p>Paul West said:</p>	<p>IS THERE ANY OTHER BUSINESS?</p>
<p><b>TERMINATION OF THE MEETING</b></p> <p>Paul West said:</p> <p>Rick Wagner said:</p> <p>Paul West said:</p> <p>Paul West said:</p>	<p>IF THERE IS NO FURTHER BUSINESS TO BE BROUGHT BEFORE THE MEETING, I SHALL ASK FOR A MOTION TO TERMINATE THE MEETING.</p> <p>I MOVE THAT THE MEETING TERMINATE.</p> <p>I SECOND THE MOTION.</p> <p>YOU HAVE HEARD THE MOTION. ALL IN FAVOUR? OPPOSED?</p> <p><b>CARRIED</b> (none opposed)</p> <p>I NOW DECLARE THE MEETING TERMINATED</p>