

Minutes

Association of the Chemical Profession of British Columbia

11th ANNUAL GENERAL MEETING

Friday, October 26 2018

5:00 pm – 7:00 pm

INTRODUCTION Blair King says: @5:02P	Chair of the Board of Directors takes the chair. I would like to welcome you to the eleventh annual general meeting of the association of the chemical profession of British Columbia. my name is Blair King, I am the chair of the ACPBC board and I will chair the meeting. Items of business include: 1. announcement of the election of directors and officers 2. approval of the financial statement 3. report of the auditing committee 4. annual report of the directors Only members are entitled to take part in and vote. I welcome invited guests.
APPOINTMENT OF SECRETARY Blair King says:	The meeting will now come to order. I would like to ask Dennis Wester our secretary to act as secretary of this meeting.
EMAILED NOTICE Blair King says:	A meeting notice was emailed to members on July 27, 2018. I would ask that the secretary review and table this notice (see attachment #1)
READING OF THE NOTICE Dennis Wester, Secretary, introduces the notice:	The notice stated: The Annual General Meeting of the ACPBC will be held: October 26, 2018 Room Open at 16:30 Call to Order 17:00 Meeting Scheduled: 17:00-19:00 Simon Fraser University Harbour Centre 515 West Hasting Street, Vancouver BC

	<p>Room 7000 (Earl and Jennie Lohn Policy Room)</p> <p>The AGM is open to all ACPBC members and will include: the business of electing the Directors and Officers; the audited financial statements for 2016-2017, ratification of the Audit committee for 2017-2018; announcement of membership for the Nominating, Membership and Registration, Professional Affairs, and Discipline committees; report of the Board.</p>
<p>QUORUM Blair King says</p> <p>(Quorum is 25+% or 10 members whichever is the lesser)</p>	<p>As a quorum is present, I will proceed with the business of the meeting. There are 15 present plus 5 on-line</p> <p>I propose to conduct the vote on each matter by a show of hands, and proxy cards as required. Those participating electronically will also be polled.</p>
<p>MEETING REGULARLY CALLED AND DULY CONSTITUTED Blair King says</p>	<p>I now declare the meeting is regularly called and properly constituted for the transaction of business.</p>
<p>APPROVAL OF THE AGENDA Blair King says</p> <p>Dennis Wester says</p> <p>Blair King says:</p> <p>Julie Saxton says:</p> <p>Blair King says:</p>	<p>I call on Dennis Wester to table the Agenda for this meeting.</p> <p>The Agenda is posted on the screen and is accessible in on-line documents to remote participants.</p> <p>At this point I need to correct an error in the Notice of Meeting circulated concerning the dates for the financial statement and the term of the audit committee to be ratified. The financial statement to be approved is for fiscal 2018 (July 2017 to June 2018) and the audit committee is to be ratified for the coming year to report at the 2019 AGM.</p> <p>With those corrections, I move the agenda as posted be accepted. Is there a seconder?</p> <p>I second the motion.</p> <p>Is there any discussion? All those in favour? Contrary? Motion passed</p>

<p>MINUTES OF THE LAST MEETING</p> <p>Blair King says</p> <p>Dennis Wester says</p> <p>Blair King says:</p> <p>Tom Fyles says:</p> <p>Blair King says:</p>	<p>I would ask the secretary to table the minutes of the AGM held October 20, 2017.</p> <p>Are there any errors or omissions? I move the adoption of the minutes</p> <p>Is there a seconder?</p> <p>I second the motion.</p> <p>Is there any discussion? All those in favour? Contrary? Motion passed.</p>
<p>ANNOUNCEMENT OF ELECTION OF DIRECTORS</p> <p>Blair King says</p> <p>Dennis Wester says</p>	<p>The by-laws provide for up to 11 directors, 9 of whom are professional members to be elected by the membership.</p> <p>I will now call on the secretary to report on the election of directors.</p> <p>In 2015 Jason Crawford, Grant Bruce, Julie Saxton and Barry Loescher were elected to three-year terms to expire at the end of the annual general meeting in 2018. Barry Loescher resigned in 2017 and was replaced by Scott Hoekstra to complete his term until the end of the 2018 AGM. the term of Julie Saxton as past president also expires at the end of the annual general meeting in 2018.</p> <p>In 2016 Dennis Wester, Sandy Briggs and Audrey Wagenaar were elected to three-year terms that expire at the end of the annual general meeting in 2019.</p> <p>In 2017 Fred Chen and Kevin Taylor were elected to three-year terms that expire at the end of the annual general meeting in 2020.</p> <p>A call for nominations was duly made, and a report submitted by the nominating committee with four named nominees for director was circulated to the membership and is tabled at this meeting. The nominees are Grant Bruce, Jason Crawford, Scott Hoekstra, and Deanna Cottrell. No further nominations were received for these positions.</p> <p>I therefore declare that directors elected to hold office until the close of the 2021 annual general meeting or until their successors are duly elected or</p>

**and the Membership
Committee**

Blair King says

I will also call on Tom Fyles to recognize the current members of these committees with our thanks.

The Discipline committee for 2019 remains the same as in 2018:

- Grant Bruce (chair)
- Raj Aujla
- Brian Collister
- Chris Gill
- Tara Siemens-Kennedy

Tom Fyles says

The normal term for members of this committee is three years. Raj Aujla and Tara Siemens-Kennedy have agreed to renew their commitment to the committee. We thank them and the entire committee for their long service.

The Membership and registration committee for 2019 is also unchanged from 2018:

- Todd Whitcombe (chair)
- Jim Chramosta
- Dave Hope
- Sussanah Kennedy
- Simone Mol
- Tim Storr

The normal term on this committee is also 3 years. Dave Hope and Simone Mol have agreed to continue to serve on this important committee. Although the normal term is 3 years, this marks the 12th year for Dave Hope and Todd Whitcombe. I am personally very grateful for the continued efforts of this committee. Thank you all.

The Professional Affairs committee will undergo some changes this year Jason Crawford (chair 2016 - 2018) will step down as chair but will continue as a member of the committee

- Blair King will chair the committee in 2019
- Scott Hoekstra
- Pete Craig
- Cameron Mclean
- Cindy Ott
- Audrey Wagenaar
- Paul West

	<p>Julie Saxton will step down from this committee after 6 years of service. We thank her and the continuing members of the committee for their efforts to enhance the recognition of P.Chem. in BC.</p> <p>Kevin Taylor and Tom Fyles support the work of this committee ex officio.</p> <p>The Nominating committee for 2019 has four continuing members Daniel Gorsic (chair) Tom Fyles Chris Gill Cindy Ott</p> <p>Past president Julie Saxton served on this committee in 2018 as ex officio member. Julie will step down and be replaced in 2019 by Blair King. The committee is grateful to Julie for her efforts on this committee in the past year.</p> <p>Committee looks for a student in spring and other nominees later in the year.</p>
<p>Report of the auditing Committee Appointment of the Auditing Committee</p> <p>Blair King says</p>	<p>We will now proceed to the auditing committee report for the 2017-18 financial year. The report has been tabled as required by the bylaws (on the website).</p> <p>Are there any questions or comments on the report?</p> <p>The nominating committee proposes that Deanna Cottrell and Dave Hope be elected as the auditing committee for 2018-19.</p> <p>Are there any further nominations? Hearing none, would someone propose the following motion?</p> <p>Motion: that the board appoint Deanna Cottrell and Dave Hope as the auditing committee to audit the financial statements of the association for the July 1, 2018 up to June 30 2019, and report to the annual meeting of the members in 2019 Moved by: Paul West Is there a seconder? Tom Fyles Any discussion?</p> <p>All those in favour? Opposed?</p>

	Motion passed.
Recognition of Retiring members Blair King says	<p>In each year we have directors or officers who reach their eligibility limit of six years. Each retirement means that people who have given distinguished service leave the board. This year it is Julie Saxton who has reached the term limit. Julie was first elected as Director in 2012, and in 2015 agreed to be the first president elect of the ACPBC. As you have heard she has also served on committees of the Association. We are very appreciative of her many efforts over the past 6 years during which significant growth and change within the association has occurred.</p> <p>The ACPBC wishes to acknowledge Julie’s service with a commemorative certificate.</p> <p>Blair presents Julie with the certificate.</p>
Annual report of the Directors Blair King says:	The annual report of the society is being distributed to the members and is tabled at this meeting. (Physical copy)
OTHER BUSINESS Blair King says:	Is there any other business?
TERMINATION OF THE MEETING Blair King says: Julie Saxton says: Jason Crawford says: Blair King says: Blair King says: Scott Hoekstra says:	<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? Contrary, if any? Carried</p> <p>I now declare the meeting terminated</p> <p>He is looking forward to serving as President.</p>

Blair King says:

It should be a challenging year in 2019.

The last year was relatively quiet because we were waiting for the Societies Act to pass and other things. ACPBC could serve as a model for other organizations that are being considered under the Act.

Scott Hoekstra says:

Next year should be interesting.