A. Call to Order
Meeting called to order at 9:15 AM

B. Roll Call
1. The members were signed-in and voting members identified (V):
   - Joanne Moser
   - V – Jeff Johnson        V – Cindy Dietrich        V – Karen Gratton
   - V – Edie Parisian      V – Beth Jamieson        V – Michelle Bretherick
   - V – Candy Tedford      V – Kim Genton
   
   On Line members:
   - V – Nadine LeBelle
   - V – Lisa Pitre
   - V – Shannon Webster

   Absent: Ron Kopas and Sara Thibeault

2. Identify Voting Members:
   - 14 voting members present
   
   Guest members include: Bonnie Brinker, Kyla Wilson, Wendy Cruickshank, Gail Ashcroft, Natalie Fehres, Jenna Jemieff, Jeff Patton, Maureen Johnson and Zena Boutilier.

C. Opening Remarks
1. Joanne reviewed the meeting protocol that accompanied the agenda.

D. Adopt Agenda
1. Additions to the agenda
   - F.2 Bylaw Clean-up
   - I Appointments moved to the BOD meeting agenda.
   - G.2 Include Candy’s Data Entry Report

2. Motion to Adopt the Agenda

MOTION #AGM-1
LeeAnn moved to adopt the 2015 AGM Agenda with additions as follows:
- Item F.2 Bylaw Cleanup
- Move I. Appointments to BOD meeting

   Seconded: Candy
   FOR: 14

   Passed
E. Past Meetings and Announcements

1. Motion to approve the 2014 AGM Minutes – September 7, 2014

**MOTION #AGM-2**
Beth moved to approve the minutes of the 2014 AGM, September 7, 2014, with correction to Motion #6. Motion should read: "... moved to remove Article 17, Item 1 of the CBTF Bylaws and replace it with the following revision: ....".

Seconded:  Kim  
FOR:  14  
**Passed**

2. Motion to ratify actions of the CBTF Executive Committee, Board of Directors, and Technical Committee – 2014 Fall Conference – Present

**MOTION #AGM-3**
Jeff moved to ratify the actions of the CBTF Executive Committee, Board of Directors and Technical Committee for the period from the 2014 Fall Conference to the present.

Seconded:  Edie  
FOR:  14  
**Passed**

3. Motion to ratify eVotes as passed by the Executive, Board of Directors, and the Appeals Committee (re: Bye Requests) – 2014 Fall Conference – Present

**MOTION #AGM-4**
Michelle moved to ratify eVotes as passed by the CBTF Executive, Board of Directors and the Appeals Committee (re: Bye Requests) for the period from the 2014 Fall Conference to the present.

Seconded:  Theresa  
FOR:  14  
**Passed**

4. CBTF Award Recipients at the 2015 Canadians - CBTF 1st VP, Karen Gratton
Karen presented the list of awards recipients (attached)

Karen also noted that the 2015 ICup medalists and Elite finalists will be receiving a charm (female) or a keychain (male) as a keepsake for this year.

F. Old Business

1. Report from Nova Scotia on $2,000.00 start up and promotion costs
   *(follow up from Motion #9 at the 2014 AGM)*

   Michelle summarized relevant expenses and reported that NS had used their funding wisely and have not only built some equity but also have a balance remaining for start-up this year.

2. Bylaw Clean Up
   Bylaw #2, Section #7 Technical Chairperson, items 7.9, 7.10 and 7.11 need to be removed as these duties will now fall to the WBTF Technical Representative.
G. New Business

1. Treasurer's Report - CBTF Treasurer, Michelle Bretherick

Michelle discussed her report (attached) including the following items to note:
- Affiliation fees (insurance) will remain the same this year at $6.50 but will see an increase for the next season. The CBTF will cover the deficiency this season.
- Competition Directors must communicate effectively to ensure that Michelle is prepared for anticipated reimbursements (cheques on hand).
- Changes to budgets (Canadians & Team Trials) must be brought to light.
- US vs Cdn currency/rates must be clearly identified for judges and clinicians as these details can make a big difference. Appropriate time is needed to obtain currency or money orders.

MOTION #AGM-6
Michelle moved that an appropriate honorarium be paid for an insurance review once the information has been obtained.

Seconded: Beth
FOR: 14
Passed

MOTION #AGM-7
Michelle moved the acceptance of the Affiliation Fee of $6.50 per regular member be maintained for 2015/2016, with any additional cost being covered by CBTF.

Seconded: LeeAnn
FOR: 14
Passed

MOTION #AGM-8
Michelle moved to waive the appointment of a public accountant for the 2015-16 year.

Seconded: Beth
FOR: 14
Passed

MOTION #AGM-9
Michelle moved that the CBTF obtain Board approval for insurance by July 15 for the following insurance period (September 1 to August 31).

Seconded: Kim
FOR: 14
Passed
MOTION #AGM-10
Michelle moved that all revenues and expenses from the Clinic at the Winner/Championships and the Pride of Canada Clinic at the Qualifier or Team Trials be removed from these events and tracked separately, with any resulting profits being transferred to the Canadian Contingent for that year. Should the event realize a loss, CBTF would cover the deficit.

Effective for the 2015/2016 season.

  Seconded:  Beth
  FOR:  14
  Passed

MOTION #AGM-11
Michelle moved the acceptance of the 2015 Treasurer’s Report.

  Seconded:  LeeAnn
  FOR:  14
  Passed

2.  Director’s Annual Reports, Other Technical Member Reports, Motion to accept the reports
   - All reports were submitted for review (attached)
   - Joanne took the opportunity to express her pride and gratitude for the exceptional efforts made by volunteers at the 2015 International Cup. She had received very positive feedback and compliments for the competition running so smoothly.

MOTION #AGM-12
Karen moved to accept the written and verbal Annual Reports as presented and distributed.

  Seconded:  Theresa
  FOR:  14
  Passed

3.  Business Arising From Reports
   Gail (NSO) reminded provinces to ensure sanctions are sent in for their AGM meetings.

H.  Elections
1.  Nomination Committee Report
    Jeff reviewed procedures and identified voting members.
    The scrutineers selected are Kyla Wilson and Gail Ashcroft.

2.  Special Election Nominee
    Technical Chair: Balance of 2014-2016 Term
    No nominations were received – this position is vacant.

3.  Executive Nominees
    o  President: 2015-2017 Term - Joanne Moser
    o  2nd Vice-President: 2015-2017 Term - Beth Jamieson (soon to be Swain)
    o  Secretary: 2015-2017 Term - Cindy Dietrich
4. Technical Rep Announcements
   - Athlete Rep: 2015-2017 Term - Chantal Sutton
   - Judges Rep 2015-2017 Term - Amy Kalin

5. Technical Committee Elections
   - SDP Rep: 2015-2017 Term - Kasey Bretherick
   - Group Events Rep: 2015-2017 Term - VACANT
   - Sanction Officer: 2015-2017 Term - Sue Mepham

Jeff was nominated for the CBTF Technical Chair. Gail Ashcroft assumed the chair and Wendy Cruickshank assumed the scrutineer position. After discussion, it was decided that further consideration was needed and deferred to the Board Meeting portion of the Fall Conference.

Jeff returned as chair for the remainder of the meeting.

**MOTION #AGM-13**
Jeff moved to destroy the ballots from the 2015 CBTF Election.

Seconded: Karen
FOR: 14 Passed

I. Appointments
   Appointment of the Data Entry Coordinator, Media Library Coordinator, Office Administrator and the vacant CBTF Technical Chair and Group Events Rep positions be moved to the Board Meeting agenda.

J. Other
   Wendy thanked Joanne/CBTF for conducting well organized meetings.

K. Adjourn

**MOTION #AGM-14**
Beth moved to adjourn the 2015 CBTF AGM.