



2016 CBTF Annual General Meeting - MINUTES

Saskatoon Inn, 2002 Airport Drive, Saskatoon, SK
Sunday September 11, 2016 Time: 9:00 am - 11:00 am
Sanction: CBTF-SK-8124

A. Call to Order

Joanne called the meeting to order at 9:20am.

B. Roll Call

1. Members Present (14):

Joanne Moser, Karen Gratton, Beth Swain, Cindy Dietrich, Michelle Bretherick, Jeff Johnson, Maureen Johnson, Candy Tedford, Jenna Jemieff, Theresa Porter, Edie Parisian, Kim Genton, Jen Meron, LeeAnn Wilson.

Members attending via GoTo Meeting (4):

Amy Kalin, Nadine LeBelle-Dejario, Brenda Arsenault-LeBlanc, Ron Kopas.

2. Identify Voting Members:

We have 12 voting members present; quorum is 7 (plus the President for a tie vote)

C. Opening Remarks

1. Meeting Protocol

- The meeting will be conducted following Robert's Rules of Order and that the minutes will summarize the meeting but not be a transcript.

D. Adopt Agenda

1. Additions

- G. New Business, Item 2: add Data Entry Coordinator Report

2. Adopt the revised agenda

Motion # AGM16-01

Motion to accept the revised agenda.

Motion: Beth

Secunder: Candy

AIF - PASSED

E. Past Meetings and Announcements

1. Approve the 2015 AGM Minutes – September 13, 2015

Motion # AGM16-02

Motion to accept the 2015 Annual General Meeting Minutes.

Motion: Karen

Secunder: Edie

AIF - PASSED

2. Ratify 2015/16 Actions:

Motion # AGM16-03

Motion to ratify actions of the CBTF Executive Committee, Board of Directors, and Technical Committee – 2015 Fall Conference – Present

Motion: Jeff

Seconded: Michelle

AIF - PASSED

3. Ratify 2015/16 eVotes:

Motion # AGM16-04

Motion to ratify eVotes as passed by the Executive, Board of Directors, and the Appeals Committee (re: Bye Requests) – 2015 Fall Conference – Present

Motion: Karen

Seconded: Theresa

AIF - PASSED

4. CBTF Award Recipients at 2016 Canadians:

- Karen reported that the transition from awarding past to present year recipients was exciting, and having recipients present was much better.
- Pair and Team awards are not current year as they include world points.
- Karen summarized the list of award recipients presented at the 2016 Canadian Championships in Edmonton. *"AGM (E4)_List of Award Recipients" attached.*

During the break, Joanne took the opportunity to share with the board a card and newspaper clipping sent by Gail Ashcroft. She thanked the CBTF for the honour of receiving the Lifetime Achievement Award.

F. Old Business

1. Amendments to Bylaws regarding acclamation process.

- The consensus was that we do not need an election when the nomination period has closed and there is only one nominee. That person would just be acclaimed to the position.
- The ability to vote "no" is negative and potentially embarrassing.
- Members could just vote "abstain".
- July is very busy with international events – perhaps that isn't the best time for nomination deadlines (?)
- We would need to check if this would require constitutional changes.
- It was agreed that posting the board and executive position nominations (as they are received, before the deadline) on the CBTF website would be a good idea for next year.

Motion # AGM16-05

Motion to amend By-law 1, Section 38: add "Article D"

Vacancy in Office

... Any vacant office of the Corporation may be filled by:

- Election by approved election procedure as set out in **Article D**, Section 3

(and) By-law 2, Article D, Section 3, Elections: add "Item 3.5"

SECTION 3 ELECTION AND APPOINTMENT

3.5 In the event that there shall be exactly one person duly nominated for a position on the Board or Technical Committees, for which election is required, and the nomination period has closed, then that person shall be acclaimed to that position, and no election shall be required for that position for that term.

Motion: Jeff

Seconded: Kim

For: 11

Against: 0

Abstain: 1*

PASSED

**Candy abstained by direction from the ABTA Executive*

Chantal Sutton joined the AGM via "GoTo Meeting"

G. New Business**1. Treasurer's Report:****a) 2015/16 fiscal year report:**

- Michelle reported that we are doing well financially with about \$200,000.00 in total equity and that hosting ICup 2015 earned a net of about \$80,000.00.
- A number of recommendations will be brought forth during at the board meeting as to how we can "give back" to the athletes and membership.
- Communication is very important between national event directors/coordinators and the treasurer (i.e. The \$50 gym fee at the 2016 Canadian W/C "could" have been subsidized or gifted to the participants had Michelle been consulted).
- Michelle acknowledged Sue Mephram for assisting with the 2015 ICup reconciliation for the contingent members and noted that the 2016 reconciliation for the World Championships in Sweden will come much quicker.
- Michelle also reported that this will be her last term as CBTF Treasurer. She will pursue a suitable candidate and begin mentoring during this term. The position of treasurer is quite complex and ideally would require a person with a designation. A recommendation for the new Treasurer will be announced at the 2017 FBM.
- With the equity we have, the board should be looking long term and are encouraged to submit proposals to invest in programs wisely.
- Jen and the board expressed their gratitude for Michelle's dedication and MANY hours of service to the CBTF.

- b) Affiliation fees - recommendation for the 15-16 year:
 - Deferred to the FBM
- c) Public Accountant:
 - Each year the board has the ability to waive the appointment of a public accountant and instead appoint an internal Finance Committee.

Motion # AGM16-06

Motion to waive the appointment of a public accountant.

Motion: Michelle

Secunder: Edie

AIF - **PASSED**

- d) Finance Committee - recommendation to appoint a committee:
 - Defer to the FBM portion of the meetings.
- e) Accept Treasurer's Report:

Motion # AGM16-07

Motion to accept the Treasurer's report as presented.

Motion: Michelle

Secunder: Beth

AIF - **PASSED**

2. Director's Annual Reports: all have been included as attachments.

- President – Joanne Moser
- Past-President – Jeff Johnson
- 1st Vice-President – Karen Gratton
- 2nd Vice-President – Beth Jamieson
- Treasurer – Michelle Bretherick
- Secretary – Cindy Dietrich
- Technical Chair – Jeff Johnson
- Judges' Rep – Amy Kalin
- Coaches' Rep – Maureen Johnson
- Athletes' Rep – Chantal Sutton
- Group Rep – LeeAnn Wilson
- SDP Rep – Kasey Bretherick
- Sanction Officer – Sue Mephram
- BTABC Provincial Chair – Shannon Webster
- ABTA Provincial Chair – Candy Tedford
- SBTA Provincial Chair – Theresa Porter
- MBTSA Provincial Chair – Edie Parisian
- OBTA Provincial Chair – Kim Genton
- FQBC Provincial Chair – Julie Cushman
- BNB Provincial Chair – Nadine LeBelle-Dejario
- NS Provincial Chair – Kim Jollimore

- Data Entry Coordinator – Candy Tedford

Motion # AGM16-08

Motion to accept the reports as presented.

Motion: Cindy

Secunder: Beth

AIF – **PASSED**

Reports not received prior to the AGM will be included with the minutes

3. Business Arising From Reports:

National Sanction Officer Report:

- Cindy questioned the low numbers for sanctions in the NSO report. It is obvious that many events (such as AGMs and fundraisers) are being directed without sanctions. This does not reflect good governance as it could indicate that provinces are not holding their AGMs.
- Board chairs were asked to communicate to members and be diligent with completing sanctions.

Technical Chair Report:

- Jeff recapped the Canadian contingent results from Sweden. Our athletes did well, and also noted that our judges are well respected in the WBTF community.
- Discussion and questions followed arising out of the reports.
- There was no further action required.

H. Elections

1. Nomination Committee Report

- a. 2017 nominating committee member appointments:

Motion # AGM16-09

Motion to appoint the following members to the 2017 nomination committee:
Past President (Jeff Johnson), Candy Tedford and Kim Genton

Motion: Jeff

Secunder: Karen

AIF – **PASSED**

- b. Appointment of WBTF Technical Representative:

Maureen left the room to allow for discussion.

Motion # AGM16-10

Motion to appoint Maureen Johnson as the WBTF Technical Rep for the 2016-2018 term.

Motion: Kim

Secunder: Theresa

AIF – **PASSED**

2. Special Election Nominees:

None required this year.

3. Executive Nominees - Election:

- **1st Vice-President 2016-2018 Term: Karen Gratton - Appointed**
- **Treasurer 2016-2018 Term: Michelle Bretherick - Appointed**
- **Technical Chair 2016-2018 Term: Dana Peteleski - Appointed**

The election scrutineers were Jeff Johnson, Jenna Jemieff and Jen Meron

Congratulations and Thank You to the appointed members. Joanne expressed gratitude that all of the executive positions are filled by committed and dedicated members.

Motion # AGM16-11

Motion to destroy the election ballots.

Motion: Karen

Secunder: Beth

For: 11

Against: 0

Abstain: 1

Absent: 1

PASSED

4. Technical Rep Announcements:

None required this year.

5. Technical Committee Elections

None required this year.

I. Appointments:

Data Entry Coordinator

Motion # AGM16-12

Motion to appoint Candy Tedford for the position of Data Entry Coordinator.

Motion: Michelle

Secunder: Kim

For: 11

Against: 0

Abstain: 0

Absent: 2

PASSED

Media Library Coordinator

Motion # AGM16-13

Motion to appoint Brenda Arsenault-LeBlanc for the position of Media Library Coordinator.

Motion: Beth

Secunder: Candy

For: 11

Against: 0

Abstain: 0

Absent: 1

PASSED

Office Administrator

Motion # AGM16-14

Motion to appoint Sue Mepham for the position of Office Administrator.

Motion: Kim

Secunder: Theresa

AIF – PASSED

J. Other

1. Proposed By-law amendment:

- Michelle reported that presently the registered office and mailing address of the corporation is the residence of the President. The proposed change is to have it be the residence of the Treasurer, as that is the person who files documents at Industry Canada and receives notices for payment.

Motion # AGM16-15

Motion to amend By-law 2, Article B, Section 3

Section 3 HEAD OFFICE

3.1 *The head office of the Federation shall be located at the home address of the duly elected National President, or as otherwise determined by the Board of Directors.*
The Registered Office shall be located at the home address of the duly elected National Treasurer.

Motion: Michelle

Secunder: Beth

AIF – PASSED

K. Adjourn:

Motion # AGM16-16

Motion to adjourn the 2016 AGM at 10:55 am.

Motion: Chantal

Secunder: Beth

AIF – PASSED