



## **2022 CBTF Annual General Meeting Minutes**

Saturday September 17, 2022

Zoom Conference - Start Time: 9:00 AM CDT (MB)

Sanction #CBTF-2022-8204



### **1. Call to Order:**

The meeting was called to order at 9:00 AM.

### **2. Roll Call:**

- a) Voting Members in Attendance (14 plus Joanne)  
Quorum has been met, majority will be 8.

Joanne Moser	President	Candy Tedford	AB Chair
Jeff Johnson	Past President	Leeann Skinner	SK Chair
Karen Gratton	1 <sup>st</sup> VP	Tammy DeJong	MB Chair
Beth Swain	2 <sup>nd</sup> VP	Jennifer Olson	ON Chair
Cindy Dietrich	Secretary	Todd Middleton	NB Chair
Terry Stewart	Treasurer	Jenna Jemieff	Judges Rep
Dana Peteleski	Tech Chair	Maureen Johnson	Coaches Rep
Shawna Spencer	Athletes Rep	Absent: Tracy Eyssens	- BC Chair

#### Guests in Attendance:

Sara Mougeot	SDP Rep
Ron Kopas	WBTF Judges Rep
Edie Parisian	
Deandra Leslie	
Andrea James	
Stephanie Hewis	

### **3. Opening Remarks:**

Joanne noted that Robert's Rules were circulated before the meeting. Members are already aware of how to conduct themselves during Zoom meetings.

### **4. Accept Amended Agenda:**

Amendments noted in red.

#### **Motion #AGM22-01**

To adopt the agenda as amended.

Moved: Jeff Johnson

Seconded: Karen Gratton

Agree 14      Opposed 0      Abstain 0

Carried

## 5. Approval of the 2021 AGM Minutes:

### **Motion #AGM22-02**

To approve the 2021 AGM minutes as presented.

Moved: Dana Peteleski

Seconded: Karen Gratton

Agree 14      Opposed 0      Abstain 0

Carried

## 6. Motion to Ratify Board Actions – September 2021 to present:

### **Motion #AGM22-03**

To ratify board actions from September 2021 to present:

Moved: Jeff Johnson

Seconded: Beth Swain

Agree 14      Opposed 0      Abstain 0

Carried

## 7. Motion to Ratify Board eVotes – September 2021 to present:

### **Motion #AGM22-04**

To ratify board eVotes from September 2021 to present.

Moved: Dana Peteleski

Seconded: Karen Gratton

Agree 14      Opposed 0      Abstain 0

Carried

## 8. Old Business:

### a) Update on Bylaws & Constitution:

Joanne reported the committee consisted of herself, Karen and Andrea. There were no significant changes or updates this past year because the change from WBTF to IBTF will be substantial. With this in mind, it would be a better use of volunteer's time to complete all of the revisions at the same time.

We will keep this topic as old business.

## 9. New Business:

### a) Year-end reports received and distributed.

- President – Joanne Moser
- Past-President – Jeff Johnson
- 1<sup>st</sup> Vice-President – Karen Gratton
- 2<sup>nd</sup> Vice-President – Beth Swain
- Treasurer – Terry Stewart
- Secretary – Cindy Dietrich

- Technical Chair – Dana Peteleski
- Judges Rep – Jenna Jemieff
- Coaches Rep – Maureen Johnson
- Athletes Rep – Shawna Spencer
- Group Rep – Leisha Strachan
- SDP Rep – Sara Mougeot
- Sanction Officer – Sue Mephram
- BTABC Provincial Chair – Tracy Eyssens (interim chair)
- ABTA Provincial Chair – Candy Tedford
- SBTA Provincial Chair – Leeann Skinner
- MBTSA Provincial Chair – Tammy DeJong
- OBTA Provincial Chair – Jennifer Olson (interim chair)
- FQBS Provincial Chair – *Vacant*
- BNB Provincial Chair – Todd Middleton
- NS Provincial Chair – *Vacant*
- WBTF Board – Joanne Moser
- WBTF Technical – Maureen Johnson
- WBTF Judges – Ron Kopas
- Data Entry Coordinator – Candy Tedford
- Media Library Report – Brenda Arsenault-LeBlanc
- National Competitions (TT & Canadians) – Jeff Johnson
- Contingent Team Manager – Steven Kopas
- Education Committee Report
- Marketing & Communication Committee

b) Business Arising from Board Reports:

- Jeff: National Competition Report
- Jeff will update the Hosting Document
  - Recommendation to Appoint Competition Committees during the FBM.

c) Motion to Accept Year End Reports:

**Motion #AGM22-05**

To accept the year end reports.

Moved: Karen Gratton

Seconder: Leeann Skinner

Agree 14      Opposed 0      Abstain 0

Carried

d) Finance:

1) ~~Current Year to Date Position:~~ **April 2021 – March 2022 Fiscal Year**

- Terry reviewed the past fiscal year's position as provided in his report.

Our expenses had been reduced because of Covid and members not attending meetings in person and also not hosting in person competitions.

CBTF Net worth as at March 31/22 \$175,774.00 which includes reserves.

- Insurance dates were changed to accommodate a provincial request.
- Insurance costs have increased so a recommendation is to increase affiliation fees to offset this expense.

2) Motion to waive appointment of public accountant:

**Motion #AGM22-07**

To waive the appointment of a public accountant for the 2022/23 fiscal year.

Moved: Terry Stewart

Second: Leeann Skinner

Agree 14      Opposed 0      Abstain 0

Carried

3) Affiliation Fees:

**Motion #AGM22-06**

To increase the Affiliation Fee from \$9.00 to \$10.50 for the 2022/23 season.

Moved: Terry Stewart

Second: Beth Swain

Agree 14      Opposed 0      Abstain 0

Carried

**10. 2022 Elections:**

- a)      CBTF Executive Committee Nominations for a 2 year term 2022 - 2024:  
The Election Committee did not receive any nominations for Executive positions this year. All of the incumbents were willing to serve another term.

**Motion #AGM22-08**

To Acclaim the CBTF Executive positions for the 2022-2024 term:

CBTF 1<sup>st</sup> VP – Karen Gratton

CBTF Technical Chair – Dana Peteleski

CBTF Treasurer – Terry Stewart

Moved: Jeff Johnson

Second: Leeann Skinner

Agree 14      Opposed 0      Abstain 0

Carried

- b)      Special Election Nominees – *none this year.*

- ~~c)      CBTF Technical Committee Nominations for 2 year term 2022-2024~~  
~~1) SDP Rep~~  
~~2) Sanction Officer~~

- ~~\_\_\_\_\_ 3) CBTF Group Rep~~
- ~~\_\_\_\_\_ 4) CBTF Judges Rep~~
- ~~\_\_\_\_\_ 5) CBTF Coaches Rep~~

**AMENDED:** *These positions were included in error. Technical Committee member positions are scheduled for odd numbered years.*

#### 11. Appointed Positions:

- Joanne expressed her most sincere gratitude to Ron Kopas for his work having stepped down from his role as WBTF Judges' Rep.
- Something new for us is to have the ability to have private ballot voting electronically. Joanne polled the members with no one opposed.

##### **Motion #AGM22-09**

To appoint the WBTF Judges Rep and WBTF Technical Committee Rep by private ballot.

Moved: Jeff Johnson

Seconded: Dana Peteleski

Agree 14      Opposed 0      Abstain 0      Carried

- The Board has 2 options; ballots by mail or ballots by electronic vote.
- Cindy had informed board members of the procedure for the electronic voting. There are 2 privacy options, one being "no results shown" and the other would show live results for each candidate.
- Joanne polled the members as to whether they wished paper or electronic and if either the vote results or just winner be announced. The consensus was that we have electronic ballots and that just the winner be announced.

##### **Motion #AGM22-11**

To vote on the 2022/23 1 Year term positions of WBTF Judges Rep and Technical Committee Rep appointment s electronically with just the winner's name to be announced.

Moved: Karen Graton

Seconded: Jennifer Olson

Agree 14      Opposed 0      Abstain 0      Carried

Private ballot results pursuant to Motion #AGM22-11

- WBTF Judges Rep Appointment – Jenna Jemieff
- WBTF Technical (Advisor) Committee Appointment – Maureen Johnson

- a) WBTF Judges Rep – 1 Year Term 2022/23.
  - Tracy Eyssens, Andrea James and Jenna Jemieff all submitted letters of intent.
  - Jenna and Andrea were in attendance and briefly spoke to their intent.
  - Cindy reported there were 14 votes cast electronically.

- b) WBTF Technical Committee Rep – 1 Year Term 2022/23.
  - Elan Paluck submitted a letter of intent and Maureen Johnson (incumbent) is willing to let her name stand.
  - Maureen was in attendance and briefly spoke to her intent.
  - Cindy announced that 14 votes were cast electronically.
- c) Media Library Coordinator – 1 Year Term 2022/23.  
 Brenda Arsenault-LeBlanc has indicated that she would be willing to let her name stand for another term.

**Motion #AGM22-10**

To appoint Brenda Arsenault-LeBlanc as CBTF Media Library Coordinator for 2022/23.

Moved: Karen Gratton

Seconded: Terry Stewart

Agree 14      Opposed 0      Abstain 0

Carried

**Motion #AGM22-12**

To destroy the electronic ballots.

Moved: Jeff Johnson

Seconded: Cindy Dietrich

Agree 14      Opposed 0      Abstain 0

Carried

**12. CBTF Paid Positions – 1 Year Term 2022/23**

- a) Data Entry Coordinator  
 Candy Tedford is willing to let her name stand for another year.
- b) Office Administrator  
 Sue Mephram is willing to let her name stand for another year.

**Motion #AGM22-14**

To appoint the following members for the 2022/23 1 year term.

Data Entry Coordinator – Candy Tedford

Office Administrator – Sue Mephram

Moved: Jeff Johnson

Seconded: Beth Swain

Agree 14      Opposed 0      Abstain 0

Carried

**13. 2023 Nominating Committee Member Appointments:**

**Motion #AGM22-13**

To appoint the following members as the 2023 nominating committee:

Past President – Jeff Johnson

MAL – Dana Peteleski

MAL – Karen Gratton

Moved: Beth Swain

Seconded: Terry Stewart

Agree 14      Opposed 0      Abstain 0

Carried

**14. Other:**

- Joanne expressed her sincere appreciation for the time and energy our executive, board and committee members have volunteered this past year.
- Jeff noted the website link to answer a question regarding the location of these documents:  
<https://cbtf.ca/article/cbtf-laws>
- Thank you to the members who have attended our AGM as guests.

**15. Adjourn:****Motion #AGM22-15**

To adjourn the 2022 AGM at 9:20 AM

Moved: Shawna Spencer

Seconded: Beth Swain