

**ICF Vancouver Island Charter Chapter
ANNUAL GENERAL MEETING – MINUTES**

Saturday, December 10, 2016
Royal Roads University, Hatley Castle
11:00am – 1:30pm

Meeting Chair: Tracey Burns

**Minutes recorded by: Claire Rettie, Community Relations Director & David Crumpton,
(Nominee – Secretary)**

Welcome		
Tracey Burns welcomed the 33 members to the meeting at 11:10		
Tracey Burns acknowledged that quorum had been met in accordance with the By-laws. She presented the AGM agenda, highlights from 2016 and financial statements/proposed budget on Powerpoint.		
1	Proposed wording to change quorum for Special Resolution and confirmed that we had now transitioned to the new Societies Act (the “Act”)	
	Tracey Burns explained the wording of the Special Resolution and acknowledged that the complete wording for the Special Resolution was not sent to members in accordance with the notice requirements under the Act. The membership was asked if there were any objections to proceeding to a vote to change quorum.	Motion proposed by: John Burr Motion seconded by: Mary Prefontaine Motion carried.
2	Quorum change vote	
	Tracey Burns provided an overview of the need to change the quorum wording. MOTION – that Special Resolution be accepted as follows: ”At AGM/SGM, quorum is set at 16 people or 15% of the voting members in-good standing, which ever is less, including members present by proxy, with a minimum of ten members physically present.”	Motion proposed by: John Burr Motion seconded by: David Crumpton Motion carried.
	MOTION - “Given the diverse location of the International Coach Federation, Vancouver Island Charter Chapter’s membership and the diverse location of that membership, I	Motion proposed by: Motion seconded by:

	move that ICF-VICC amend the existing bylaw “quorum” from 20% to 15% of the membership.”	Motion carried.
3	Approval of 2016 AGM Minutes	
	MOTION – that the minutes from the January 26, 2016 AGM as circulated to the membership by E-blast and posted on the ICF Vancouver Chapter website be approved.	Motion proposed by: Wade Smith Motion seconded by: John Burr Motion carried.
4	Report from the President	
	<p>Tracey Burns acknowledged and thanked the outgoing board members:</p> <ul style="list-style-type: none"> • Lily Seto, Past President • Cammie Peterman, President-elect • Tammy Dewar, Director, Communications • Mary Prefontaine, Director, Events • Darrin Bridge, Director, Membership • Gina Ross, Secretary • Teri Brigden, Treasurer <p>And also acknowledged and thanked the ongoing board members:</p> <ul style="list-style-type: none"> • Tracey Burns, Past President • Claire Rettie, Community Relations <p>Tracey provided a summary of the highlights from the 2016 year which included:</p> <ul style="list-style-type: none"> • Membership increased from 141 to 145 • ICF Vancouver Charter Chapter Communications, Community Relations & Events strategic plan improvement and implementation • Coach Activism project – success • Program sessions had 244 registered attendees for 12 scheduled events (this included approximately 10% non-members). There was an increase in attendance from 2015 <p>Tracey thanked the Directors for their dedication and establishing new relationships for the ongoing success of the Chapter.</p>	

<p>5</p>	<p>Report from the Treasurer</p>	
	<p>Tracey Burns (on behalf of Teri Brigden) provided a brief overview of the interim financial reports (as of October 31, 2016) and the proposed Budget for 2017. She advised that the financial statements as of December 31, 2016 would be available to the members in January 2017.</p> <p>MOTION – that the interim financial statements be accepted as circulated and presented to the membership.</p> <p>MOTION – that the proposed budget for 2017 be accepted as circulated and presented to the membership.</p>	<p>Motion proposed by: Eva Gaudet</p> <p>Motion seconded by: Shryl Kennedy</p> <p>Motion carried.</p> <p>Motion proposed by: Fern Schultz</p> <p>Motion seconded by: Tracy Houser</p> <p>Motion carried.</p>
<p>7</p>	<p>Election of 2017 Board of Directors</p>	
	<p>Election Chairperson was: Lily Seto, Past President.</p> <p>Nominations were solicited from the membership through our newsletter, e-blasts and website.</p> <p>Tracey Burns called for nominations from the floor three times. John Burr agreed to put forth his name for nomination for Treasurer for the 2017 slate.</p> <p>2017 slate for ICF Vancouver Island Board of Directors presented to the membership:</p> <ul style="list-style-type: none"> • Tracy Houser, President • Maeve O’Byrne President-elect • Tracey Burns, Past President • David Crumpton, Secretary • John Burr, Treasurer • Helen Wale, Director, Membership • Kathleen Asher, Director, Events • Carol Vickers, Director, Communications • Claire Rettie, Director, Community Relations 	<p>Motion proposed by: Lily Seto</p> <p>Motion seconded by: Tracy Houser</p> <p>Motion carried.</p> <p>Motion proposed by: Mary Prefontaine</p> <p>Motion seconded by: Wade Smith</p> <p>Motion carried.</p>
<p>8</p>	<p>New Business</p>	
	<p>Meeting was turned over to Tracy Houser, President who welcomed the new Board.</p> <p>MOTION – that the 2016 AGM be adjourned.</p>	

		<p>Motion proposed by: John Burr</p> <p>Motion carried.</p>
9	Adjournment	
	Meeting adjourned at 12:16 pm.	