



Draft Minutes of the Annual General Meeting 2023

Swan Lake Christmas Hill Nature Sanctuary Society
3873 Swan Lake Road, Victoria, BC

June 8, 2023 – 5:30 pm

We acknowledge that the Nature Sanctuary is on the unceded, ancestral territories of the Lekwungen and WSÁNEĆ people. We respect the vital relationships of First Peoples with these lands and waters for countless generations. We are honoured to invite and welcome Indigenous guidance and collaboration in stewardship and appreciation of the Nature Sanctuary.

1. Chair's Welcome:

Sharon Daly, Board Chair, welcomed members, Staff and Board to the 2023 AGM.

2. Territory Acknowledgement: by Cara Gibson

3. Call to Order:

Sharon Daly called the meeting to order at 5:30 pm

Quorum has been achieved for the meeting.

Minutes taken by: Lynn Young

4. Introductions:

Sharon Daly introduced Board members and Staff members, and acknowledged their dedication, commitment, and efforts on behalf of the Nature Sanctuary.

5. Approval of the Agenda:

Motion: *"That the agenda for the 2023 Annual General Meeting be adopted as presented"*

Moved: Doug Enns

Seconded: Lynn Young

Carried

6. Approval of the Minutes of the June 9, 2022 Annual General Meeting

Motion: *"That the meeting minutes from the virtual Annual General Meeting on June 9, 2022 – 5:30 pm be adopted as presented"*

Moved: Sharlot Beatty

Seconded: Jim Cuthbert

Carried



7. Chair's Remarks:

Sharon Daly highlighted key accomplishments of the past year, including progress on the Strategic Plan 2022 – 2025, the launching of "Adopt a Patch" involving youth from local schools and organizations, a review of the Society's governance structure and processes, and acquisition of the first ever federal grant in the amount of \$135,000.

Motion: *"That the annual membership fees remain at \$35 for Jan. 1 – Dec. 31, 2024*

Moved: Haji Charania **Seconded:** Sharlot Beatty **Carried**

8. Presentation by Executive-Director:

Cara Gibson presented a slideshow of the Annual Report 2022 and answered questions from members.

9. Auditor's Report:

Review of 2022 Financial Statements:

Lenora Lee, Audit Partner with KPMG LLP, presented a video report of the Financial Statements. The independent auditor's report states that processes are indicative of sound financial management and that it was a clean audit.

Resolution to appoint Auditor for the Fiscal Year ending 2023:

Motion: *"That the firm KPMG be appointed as auditors to complete the financial statements for the fiscal year ending 2023 and that the Board of Directors be authorized to fix the remunerations for these services."*

Moved: Doug Enns **Seconded:** Haji Charania **Carried**

10. Endowment Report:

Reported by Doug Enns, Treasurer

11. Nomination Committee Report:

Sharon Daly is standing for re-election. Doug Enns and Sharlot Beatty are standing for election.

Motion: *"That the slate of candidates presented be acclaimed"*

Moved: Lynn Young **Seconded:** Rick Marshall **Carried**



12. Other Business:

Bylaws Revision:

Motion: *“To approve the 2023 revisions to the Swan Lake Christmas Hill Nature Sanctuary Society Bylaws (2021) that were included in the Annual General Meeting materials”*

Moved: Jim Cuthbert

Seconded: Lynn Young

Carried

13. Next Annual General Meeting: June 13, 2024

14. Meeting adjourned at 6:28 pm

Sharon Daly, Chair