



**Minutes of the Annual General Meeting**  
Swan Lake Christmas Hill Nature Sanctuary Society  
3873 Swan Lake Road, Victoria, BC

**April 06, 2017 – 5pm**

1. **Call to Order:** Chair Joan Cowley called the meeting to order at 5:05 pm & welcomed members & guests

2. **Guests and attendees:**

- Lenora Lee (Audit Partner, KPMG)
- See attached Registration List - AGM 2017

**Minutes taken by:** Julia Dawson      **Quorum:** Yes

3. **Approval of Agenda:**

**Motion:** “That the agenda for the 2017 Annual General meeting be approved as presented.”

**Moved:** Judy Owen – Voting Card #9

**Second:** Terry Morrison – Voting Card #13

**Carried**

4. **Approval of the Minutes of the April 7, 2016 Annual General Meeting:**

**Motion:** “That the minutes of the Annual General Meeting held April 7, 2016 be approved as presented.”

**Moved:** Haji Cherania – Voting Card #1

**Second:** Paola Pierossi – Voting Card #22

**Carried**

5. **Chair’s Report:**

As reported by Joan Cowley, Chair. See attached

6. **Review 2016 Financial Statements:**

Lenora Lee, Audit Partner with KPMG LLP, presented highlights of the Financial Statements. The independent auditor’s report states that there are no significant issues or deficiencies and processes are indicative of sound financial management.

**Motion:** “That final Financial Statements for the fiscal year ending December 31, 2016 be adopted as presented.”

**Moved:** Haji Cherania – Voting Card #1

**Second:** Brian Warburton – Voting Card #2

**Carried – one opposed #2**

**7. Resolution to appoint Auditor for Fiscal Year ending 2016:**

**Motion:** "That the firm KPMG be reappointed as accountant to perform an audit for the fiscal year ending December 31, 2017 and that the Board of Directors be authorized to fix the remuneration for these services."

**Moved: Christine Morissette – Voting Card #25**

**Second: Leanna Hill – Voting Card #24**

**Carried**

**8. Nominating Committee Report:**

As reported by Executive Director, Kathleen Burton

The nominees running for election each addressed the room with the Executive Director reading for nominee Al Kemp in his absence. The election of Board members for 2017 was held with staff leaving the room with Lenora Lee, Audit Partner with KPMG overseeing the vote count. KPMG, presented results of the election count; Stephen Chang, Joan Cowley, Alesha Doran, Leanna Hill and Naomi Salie having been announced as elected to the 2017/18 Board for a two year term.

**Motion:** "That the election ballots of the 2017 AGM be destroyed."

**Moved: Harold Wolf – Voting Card #18**

**Second: Naomi Salie – Voting Card #21**

**Carried**

**9. Endowment Fund Report:**

As reported by Treasurer, Maureen Butler.

**10. Ordinary Resolutions:**

**Membership Fees:**

**Motion:** "That the Membership Fee will remain at \$35 per year."

**Moved: Brain Warburton – Voting Card #2**

**Second: Terry Morrison – Voting Card #13**

**Carried**

**Maureen Butler recognized for 6 years as a Director on the Board.**

**11. What Lies Ahead....**

**As reported by Executive Director, Kathleen Burton:**

**12. Next meeting: April 12<sup>th</sup>, 2018 – 5pm**

**13. Adjournment: 6:05 pm**