



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

April 12, 2018 – 5pm

Guest presentation: Site Manager, Jay Rastogi, Top 5 Native Plants, Door Prizes to Follow

1. **Call to Order:** Chair Joan Cowley called the meeting to order at 5:27 pm & welcomed members & guests

2. **Guests and attendees:**

- Lenora Lee (Audit Partner, KPMG)
- See attached Registration List - AGM 2018

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

3. **Approval of Agenda:**

Motion: “That the agenda for the 2018 Annual General meeting be approved as presented.”

Moved: Leanna Hill

– **Voting Card #8**

Second: Haji Charania

– **Voting Card #18**

Carried

4. **Approval of the Minutes of the April 6, 2017 Annual General Meeting:**

Motion: “That the minutes of the Annual General Meeting held April 6, 2017 be approved as presented.”

Moved: Terry Morrison

– **Voting Card #3**

Second: Judy Owen

– **Voting Card #21**

Carried

5. **Chair’s Report:**

As reported by Joan Cowley, Chair. See attached

6. **Review 2017 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, 2017 be adopted as presented.”

Moved: Haji Charania

– **Voting Card #18**

Second: Brian Warburton

– **Voting Card #12**

Carried

7. Resolution to appoint Auditor for Fiscal Year ending 2018:

Motion: "That the firm KPMG be reappointed as accountant to perform an audit for the fiscal year ending December 31, 2018 and that the Board of Directors be authorized to fix the remuneration for these services."

Moved: Naomi Salie – **Voting Card #7**
Second: Christine Morissette – **Voting Card #6** **Carried**

8. Nominating Committee Report:

As reported by Joan Cowley

There are 4 nominees running for 6 spots available on the Board. Each of the candidates addressed the room.

Motion: "That the Robert Dick, Fallon Lindsay, Christine Morissette and Christopher Shelton be acclaimed to as Directors of the Board."

Moved: Stephen Chang – **Voting Card #11**
Second: Brian Warburton – **Voting Card #12** **Carried**

10. Facility and Ecosystems Report

The Committee Chair, Stephan Chang reported on work having been carried out by the Sanctuary in 2017.

11. Governance Report

Motion: "That the Draft Constitution and By-laws dated April 2018 be approved as amended to reflect the changes in the BC Societies Act."

Moved: Naomi Salie – **Voting Card #7**
Second: Robert Dick – **Voting Card #13** **Carried**

12. Ordinary Resolutions:

As reported by Joan Cowley

Membership Fees:

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

Moved: Naomi Salie – **Voting Card #7**
Second: Terry Morrison – **Voting Card #3** **Carried**

13. Strategic Planning Report

As reported by Leanna Hill – The Society -- working with staff and the Board of Directors -- is in the process of creating a strategic plan.

14. Next meeting: April 11th, 2019 – 5pm

15. Adjournment: 6:10 pm