



2015 CBTF ANNUAL GENERAL MEETING

Radisson Airport Hotel, Calgary, AB

September 13, 2015

Sanction: CBTF-15-8112

MINUTES

A. Call to Order

Meeting called to order at 9:15 AM

B. Roll Call

- The members were signed-in and voting members identified (V):

Joanne Moser

V – Jeff Johnson

V – Edie Parisian

V – LeeAnn Wilson

V – Candy Tedford

V – Cindy Dietrich

V – Beth Jamieson

V – Elan Paluck

V – Kim Genton

V – Karen Gratton

V – Michelle Bretherick

V – Theresa Porter

On Line members:

V – Nadine LeBelle

V – Lisa Pitre

V – Shannon Webster

Absent: Ron Kopas and Sara Thibeault

- Identify Voting Members:

14 voting members present

Guest members include: Bonnie Brinker, Kyla Wilson, Wendy Cruickshank, Gail Ashcroft, Natalie Fehres, Jenna Jemieff, Jeff Patton, Maureen Johnson and Zena Boutilier.

C. Opening Remarks

- Joanne reviewed the meeting protocol that accompanied the agenda.

D. Adopt Agenda

- Additions to the agenda

F.2 Bylaw Clean-up

I Appointments moved to the BOD meeting agenda.

G.2 Include Candy's Data Entry Report

- Motion to Adopt the Agenda

MOTION #AGM-1

LeeAnn moved to adopt the 2015 AGM Agenda with additions as follows:

- Item F.2 Bylaw Cleanup
- Move I. Appointments to BOD meeting

Seconded: Candy

FOR: 14

Passed

E. Past Meetings and Announcements

1. Motion to approve the 2014 AGM Minutes – September 7, 2014

MOTION #AGM-2

Beth moved to approve the minutes of the 2014 AGM, September 7, 2014, with correction to Motion #6. Motion should read: "... moved to remove **Article 17, Item 1** of the CBTF Bylaws and replace it with the following revision:".

Seconded: Kim
FOR: 14

Passed

2. Motion to ratify actions of the CBTF Executive Committee, Board of Directors, and Technical Committee – 2014 Fall Conference – Present

MOTION #AGM-3

Jeff moved to ratify the actions of the CBTF Executive Committee, Board of Directors and Technical Committee for the period from the 2014 Fall Conference to the present.

Seconded: Edie
FOR: 14

Passed

3. Motion to ratify eVotes as passed by the Executive, Board of Directors, and the Appeals Committee (re: Bye Requests) – 2014 Fall Conference – Present

MOTION #AGM-4

Michelle moved to ratify eVotes as passed by the CBTF Executive, Board of Directors and the Appeals Committee (re: Bye Requests) for the period from the 2014 Fall Conference to the present.

Seconded: Theresa
FOR: 14

Passed

4. CBTF Award Recipients at the 2015 Canadians - CBTF 1st VP, Karen Gratton
Karen presented the list of awards recipients (attached)

Karen also noted that the 2015 ICup medalists and Elite finalists will be receiving a charm (female) or a keychain (male) as a keepsake for this year.

F. Old Business

1. Report from Nova Scotia on \$2,000.00 start up and promotion costs
(follow up from Motion #9 at the 2014 AGM)

Michelle summarized relevant expenses and reported that NS had used their funding wisely and have not only built some equity but also have a balance remaining for start-up this year.

2. Bylaw Clean Up
Bylaw #2, Section #7 Technical Chairperson, items 7.9, 7.10 and 7.11 need to be removed as these duties will now fall to the WBTF Technical Representative.

MOTION #AGM-5

Karen moved to amend Bylaw #2 – Article E, PAGE 9 by removing points 7.9, 7.10 and 7.11 to reflect the new description of WBTF Technical Rep

Seconded: Jeff
FOR: 14

Passed**G. New Business**

1. Treasurer's Report - CBTF Treasurer, Michelle Bretherick

Michelle discussed her report (attached) including the following items to note:

- Affiliation fees (insurance) will remain the same this year at \$6.50 but will see an increase for the next season. The CBTF will cover the deficiency this season.
- Competition Directors must communicate effectively to ensure that Michelle is prepared for anticipated reimbursements (cheques on hand).
- Changes to budgets (Canadians & Team Trials) must be brought to light.
- US vs Cdn currency/rates must be clearly identified for judges and clinicians as these details can make a big difference. Appropriate time is needed to obtain currency or money orders.

MOTION #AGM-6

Michelle moved that an appropriate honorarium be paid for an insurance review once the information has been obtained.

Seconded: Beth
FOR: 14

Passed**MOTION #AGM-7**

Michelle moved the acceptance of the Affiliation Fee of \$6.50 per regular member be maintained for 2015/2016, with any additional cost being covered by CBTF.

Seconded: LeeAnn
FOR: 14

Passed**MOTION #AGM-8**

Michelle moved to waive the appointment of a public accountant for the 2015-16 year.

Seconded: Beth
FOR: 14

Passed**MOTION #AGM-9**

Michelle moved that the CBTF obtain Board approval for insurance by July 15 for the following insurance period (September 1 to August 31).

Seconded: Kim
FOR: 14

Passed

MOTION #AGM-10

Michelle moved that all revenues and expenses from the Clinic at the Winner/Championships and the Pride of Canada Clinic at the Qualifier or Team Trials be removed from these events and tracked separately, with any resulting profits being transferred to the Canadian Contingent for that year. Should the event realize a loss, CBTF would cover the deficit.

Effective for the 2015/2016 season.

Seconded: Beth
FOR: 14

Passed

MOTION #AGM-11

Michelle moved the acceptance of the 2015 Treasurer's Report.

Seconded: LeeAnn
FOR: 14

Passed

2. Director's Annual Reports, Other Technical Member Reports, Motion to accept the reports
 - All reports were submitted for review (attached)
 - Joanne took the opportunity to express her pride and gratitude for the exceptional efforts made by volunteers at the 2015 International Cup. She had received very positive feedback and compliments for the competition running so smoothly.

MOTION #AGM-12

Karen moved to accept the written and verbal Annual Reports as presented and distributed.

Seconded: Theresa
FOR: 14

Passed

3. Business Arising From Reports
 - Gail (NSO) reminded provinces to ensure sanctions are sent in for their AGM meetings.

H. Elections

1. Nomination Committee Report
 - Jeff reviewed procedures and identified voting members.
 - The scrutineers selected are Kyla Wilson and Gail Ashcroft.
2. Special Election Nominee
 - Technical Chair: Balance of 2014-2016 Term
 - No nominations were received – this position is vacant.
3. Executive Nominees
 - President: 2015-2017 Term - Joanne Moser
 - 2nd Vice-President: 2015-2017 Term - Beth Jamieson (soon to be Swain)
 - Secretary: 2015-2017 Term - Cindy Dietrich

4. Technical Rep Announcements

- Athlete Rep: 2015-2017 Term - Chantal Sutton
- Coaches Rep: 2015-2017 Term - Maureen Johnson
- Judges Rep 2015-2017 Term - Amy Kalin

5. Technical Committee Elections

- SDP Rep: 2015-2017 Term - Kasey Bretherick
- Group Events Rep: 2015-2017 Term - *VACANT*
- Sanction Officer: 2015-2017 Term - Sue Mephram

Jeff was nominated for the CBTF Technical Chair. Gail Ashcroft assumed the chair and Wendy Cruickshank assumed the scrutineer position.

After discussion, it was decided that further consideration was needed and deferred to the Board Meeting portion of the Fall Conference.

Jeff returned as chair for the remainder of the meeting.

MOTION #AGM-13

Jeff moved to destroy the ballots from the 2015 CBTF Election.

Seconded: Karen

FOR: 14

Passed

I. Appointments

Appointment of the Data Entry Coordinator, Media Library Coordinator, Office Administrator and the vacant CBTF Technical Chair and Group Events Rep positions be moved to the Board Meeting agenda.

J. Other

Wendy thanked Joanne/CBTF for conducting well organized meetings.

K. Adjourn

MOTION #AGM-14

Beth moved to adjourn the 2015 CBTF AGM.