

**COWICHAN VALLEY INTERCULTURAL AND
IMMIGRANT AID SOCIETY**
(dba Cowichan Intercultural Society)

Minutes of the Annual General Meeting
Wednesday, 22nd. June, 2011 at Clements Centre, Duncan.

Present: Bill Robson, Melba Carlson, Gus Williams, Peter Elliott, Piara Dhillon, Pip Woodcock, Gurdial Khela, Wendy Knapp, Ayodele Moffat, Jenny Gilbert, Gabriele Ratjen, Somae Murray, John Scull, Miriam Beechey, Ragnhild Richter-Struebe, Helga Lambrecht, Angie Martell, Cindy Carleton, Anne Matheson, Byron Johnston, Kate Roberts, Gerry Masuda, Linda Hill, Ganza Garadziva, Francoise Moulin, Christine Chan, Jackie Martin, Demy McEvoy, Deborah Conner, Linda McDaniels, Pema Wangchen, Bev Thompson, Cathy Keelaghan, and Ray Anthony.

1. **Welcome:** Melba Carlson (President) welcomed everyone.
2. **Call to Order:** at 7:10 pm; a quorum was established.
3. **Adoption of Agenda:** Anne Matheson moved that the Agenda be accepted, seconded by Gabriel Ratjen – **carried**.
4. **Approval of Minutes of 16th. June, 2010 AGM:** moved by Pip Woodcock, seconded by Gus Williams that these be accepted – **carried**.
5. **President's Report:** Melba presented her report in which she stated how the Board had been increasing their governance knowledge with a training and then a strategic planning session. She complimented everyone involved in the finding, renovation and general settling in of the new offices - stating how the Open House in December showcased the diverse work of CIS to members, funders and the general public. She acknowledged the departure of Christine Fagan and welcomed Deborah Conner as the new Executive Director. Over the year 4 areas were prioritised for the organisation – Fund Development, Marketing, Board Development, Settlement and Integration Services and Public Education. She thanked the retiring Board members Wendy Knapp, Kathy MacLean, Gabriele Ratjen, Ed Chan and Pip Woodcock for their expertise and contributions to the Society. She expressed thanks to all the volunteers, whose time translated into \$137,000 worth of work and the funders who believe in our services and trust us to deliver.
6. **Executive Director's Report:** Deborah Conner presented her report as a power point with a beautiful, live musical accompaniment by Ganza. In it she showed a taste of the many programmes and services offered by CIS staff. The presentation reinforced the dedication, spontaneity and general joie de vivre of the staff members and their dedication to their clients.

7. **Adoption of the Audited Financial Statements for year ended 31st. March, 2011:**
Moved by Bill Robson, seconded by Gus Williams – **carried.**

8. **Appointment of Auditor for 2010:** Moved by Bill Robson, seconded by Helga Lambrecht that Rick Germann of McKinnon, Germann and Granger be appointed Auditor – **carried.**

9. **Approval of ByLaw Amendments:**

- **1.1** Any person or corporation is eligible for membership and is a member in good standing upon payment of membership dues and is eligible to vote after a waiting period of thirty days. Any member is eligible to hold an elected office of the Society having been a member in good standing.

Moved by Kate Roberts, seconded by Anne Matheson – **carried**

- **1.3** A person, having become a member of the Society, remains a member in good standing until he/she tenders resignation in writing or fails to pay dues.

Moved by John Scull, seconded by Miriam Beechey – **carried**

- **3.1** Elections of the Society shall be carried out in the following manner:
 - a) a nominating committee shall be appointed by the Board.
 - b) the nominating committee shall nominate a slate of officers and directors.
 - c) the nominating committee will advise the membership at large when seeking new Board members. Any member can self-nominate and proceed through the selection process.
 - d) the nominating committee shall conduct the elections.
 - e) no staff member may be nominated to the Board.

There was a concern about 3.1c and the word “selection”. Members interpreted this to mean that the board would pre-select, creating an undemocratic process and a self-perpetuating board.

The current board clarified there is no pre-selection, just a pre-orientation to provide to potential nominees societal information and board roles. All nominations are put forward to members. Slate of Directors presented did not specify the filling of Table Officer positions – the ED had explained who the Table Officers were (President, Vice-President, Past President, Secretary, and Treasurer).

Moved by Bill Robson, seconded by Helga Lambrecht **that ByLaw 3.1 be tabled for review, rewording and further discussion and is to be brought back to the next Annual General Meeting – carried**

- **4.1** The President’s duties shall be:
 - a) to preside at all meetings of the society;
 - b) to act as spokesperson and representative of the society in its relationships with other organizations and the public;
 - c) to sit as a member of all committees;
 - d) to call all meetings of the society.

4.2 The Vice President's duties shall be to act in the place of the President when necessary.

4.3 The Secretary's duties shall be:

- a) to record the minutes of all meetings;
- b) to be responsible for keeping records and to deal with the correspondence of the society;
- c) to dispatch notice of the meetings;
- d) to maintain a register of members.

4.4 The Treasurer's duties shall be:

- a) to keep the financial records, including books of accounts necessary to comply with the Societies Act;
- b) to render financial statements to the Board, members and others as required.

Moved by Angie Martell, seconded by John Scull – **carried**

- **7.1** The constitution and bylaws may be amended by a 75% majority vote at a general meeting provided that notice of such amendment has been given at least fourteen (14) days prior to that meeting.

Moved by Somae Murray, seconded by Angie Martell – **carried**

10. **Election of Board of Directors – Nomination Committee's Report.**

The Nomination Committee presented the following Slate of Officers:

President – Derek Gibson – moved by Wendy Knapp, seconded by Pip Woodcock – **carried.**

Shahla Atrchi, Melba Carlson, Cindy Carleton, Piara Dhillon, Byron Johnston, Angie Martell, Somae Murray, Bill Robson, Ragnhild Richter-Struebe, Gus Williams

Moved by Wendy Knapp, seconded by Pip Woodcock – **carried.**

The new members to the Board were introduced and welcomed

11. **Other Matters:**

- There was a question asked as to whether the staff, who are members of CIS, are allowed to vote at the AGM – this is to be checked out and formalised.

12. **Meeting adjourned:** at 8.40pm by Gabriele Ratjen, seconded by Gus Williams

After the formal part of the meeting beautiful peonies were presented to the retiring Board members. A Board photograph was taken and a Social followed.