

## **AGM 2021 – May 25, 7:00pm**

Detailed Agenda/Script

Via ZOOM

### **1. Welcome / Call to Order**

**Chair (Dan Cassidy):** *I will advise the member that we will be recording this virtual meeting for the purpose of minute-taking.*

The parliamentarian for today's meeting is Jason Robinson from the Sport Law & Strategy Group. Jason is a Certified Parliamentarian and will assist with online voting, as well assisting the Chair and the members in following parliamentary procedure during this meeting, which is Robert's Rules of Order.

#### **Rules of Procedure**

*Chair to remind all participants that they must ensure they are MUTED during the meeting to limit background noise/feedback and to not interrupt others. When they wish to be recognized by the chair, they must use the ZOOM 'Raise Hand' which will place them in the queue to speak (the Raise Hand button is found by first clicking on the 'Participants' tab at the bottom of your video screen, then under the list of attendees). As chair you will call upon each member to speak, they must unmute themselves and then re-mute themselves when they are finished. They do so by clicking on the MUTE/UNMUTE button in ZOOM in the lower control panel, or by entering Star-6 on their telephone if they have dialed-in (once to unmute, again to remute). If they have dialed-in they can 'raise their hand' by pressing star-9 on their phone.*

*Remind participants that, for voting purposes, registered voting delegates will receive an email each time we launch a motion or election (voting event). The emails will be sent to the one used to register for the AGM, and it will include an elector ID and a unique password for each voting event. Note to the members that the TEST email previously received will NOT work today.*

***Instructions will be provided again prior to each vote and voting members will not receive the email until it is time to vote.***

**Chair:** The meeting is called to order at 7:08 pm.

#### **Establishment of Quorum**

**Erin Mara noted that - Members at this Annual General Meeting, the following number of members are present: 30 voting members, 41 registered votes.**

**Chair:** Section 8.05 of LRA Bylaw #3 states that, " A quorum for the transaction of business at any meeting of members shall consist of not less than 10% of members present in person; provided that in no case can any meeting be held unless there are 10 members present in person". I hereby declare that there is a quorum and that this Meeting of the LRA members is in session.

## **2. Approval of Agenda**

**Chair:** The agenda was circulated to all members in advance of the AGM. Are there any additions or revisions to the agenda?

Hearing none, and if there are no objections, we will proceed with the agenda as circulated.

**Chair:** The agenda is approved as circulated

## **3. Approval of 2019/2020 AGM Minutes**

**Chair:** A copy of the minutes from the May 14, 2019 members meeting has been circulated to the members in advance of this meeting. The minutes of the May 14, 2019 minutes will be approved.

**Chair:** The minutes as circulated are approved.

## **4. Business of the Corporation**

### **4.1 Report of the President**

**Chair:** Dan Cassidy provided the President's Report.

*As a note a video recap of the activities of the past season was provided this weekend. Some of the highlights included: overcoming the events of the past year with covid, modified season with coaching development and*

*President provides a report (on shared screen and verbal) and asks if there are any questions. This will include a Q&A.*

**The Chair will note that the members have received the President's Report and the secretary/admin will note receipt of report in the minutes.**

### **4.2 Report from the Treasurer & Financial Review**

**Chair:** The Financial Report has been shared in advance of the meeting. I will now ask our Director Sarah Padfield if she would like to make any comments related to the report.

Sarah highlighted the transition to accrual accounting, and transition to Quick books with support from Matthew Little from M.L. Accounting services, which he has reviewed and validated for the year ending March 2020. Matt has reviewed and validated the year end statements against the bank statements and other internal information sources.

Matthew Little spoke to the report and acknowledged that the LRA has done well through the past year with approximately \$12,000 in losses related to the covid lockdowns. He reported that the application to RO for a possible subsidy for financial losses due to the lockdown was not included in this report/calculation and would be captured in next year's report if approved for the subsidies.

### **Appointment of Accountant for 2020-2021 Fiscal Year**

**Chair:** We will now appoint the auditor for the organization. The Board is not recommending formal audited statements for LRA, but rather using Matthew Little to provide a financial review of our annual finances. This is compliant with the Ontario Corporations Act. The Chair recognizes Sarah Padfield to speak to the recommended accountant.

***Sarah makes the following motion: I move to appoint Matthew Little, Chartered Accountant as the accountant for LRA's financial year ending March 31, 2022.***

**Chair:** It is moved to appoint Matthew Little, Chartered Accountant as the accountant for LRA's financial year ending March 31, 2022. I ask for a seconder for the motion.

- Second: Andrew Wilkie

**I will now call the vote.** Momentarily, all voting delegates should receive an email message that provides an Elector ID and a unique password for this motion. I will ask Jason Robinson, who is acting our independent voting scrutineer, to provide information on how to vote and to launch the voting event.

**Chair:** I would ask at this time that the results of the vote be shared with the assembly.

Jason confirmed 41 total votes – unanimous confirmation.

**Chair:** Motion carried.

## **5. Elections**

**Chair:** I will now pass the gavel to Jason Robinson, our independent scrutineer and supporting parliamentarian, to chair the election.

*Jason announced the positions up for election and election details below:*

Per the Phased Implementation Plan adopted by the Members in 2020:

At the 2021 Members Meeting:

- Four (4) Directors will be elected for a three (3) year term.
- Two (2) Directors will be elected for a one (1) year term.

The following Directors now cease to hold office as their terms have expired and they are NOT seeking re-election at this meeting. Those Directors are:

- Paul Noad
- Erin Mara
- Janette Lystead
- Lisa Young

Two additional Directors also now cease to hold office as their terms have expired and they ARE seeking re-election at these elections:

- Shawn Reidy
- Jennifer Lameroux

We have also received a resignation from Tina Parsons and will be filling the remainder of her term (1-year). So we will actually be electing THREE candidates for a one-year term.

The Nominations Committee has vetted the candidates and confirmed their willingness to serve either a 3-year term or a 1-year term. We have 4 candidates who are willing to serve a three-year term and 3 candidates willing to serve a one-year term.

All candidates must be elected by Ordinary Resolution per section 4.10 of the bylaws. Given that we have an equal number of candidates for the available positions, I am going to conduct both election ballots at one time. I will introduce the group of candidates for each of the available positions and then I will allow them an opportunity to speak to the members, after which we will conduct the ballot vote. All candidates must receive a majority of votes in order to be elected.

### **Election of 4 Directors-at-Large (3-year terms)**

**Election Chair:** We will now consider the four (4) Directors at Large who will serve a full, 3-year term. There are 4 total nominees for the four positions. The nominees are:

- Jennifer Lameroux

- Tammy Mantulak
- Shawn Reidy
- Melinda Shuchard

We will allow the nominees up to 1-minute to provide a brief speech to the members regarding their candidacy. I will be timing so please keep it under one-minute.

All nominees for 3-year terms completed a speech to the membership regarding each nomination.

### **Election of 3 Directors-at-Large (1-year term)**

**Election Chair:** We will now consider the three (3) Directors at Large who will serve a 1-year term. There are three nominees for the three positions. The nominees are:

- Sam McLean
- Sammy Sherrard
- Kayden Thornton

We will allow the nominees up to 1-minute to provide a brief speech to the members regarding their candidacy. I will be timing so please keep it under one-minute.

All nominees for 1-year terms completed a speech to the membership regarding each nomination.

I will now call the vote. Momentarily, the members will receive a double ballot whereby they will elect the four Directors-at-Large serving a full term AND they will elect the three (3) Directors at Large who will serve a 1-year term. All candidates must receive a majority vote to be elected.

Jason confirmed following voting that all 7 candidates were elected by majority votes.

**Chair (Dan):** Per Section 5.3 of the Bylaws, the Officers of the Corporation will be elected by the Board of Directors at their first meeting following the AGM. They will elect a President, Vice President, Secretary, and Treasurer from among themselves. Sarah Padfield, current Director, will be in touch with all Directors shortly to arrange for our first meeting.

**Chair:** As we have concluded all matters of business on our agenda, I hereby declare that the meeting is adjourned at 7:51 pm . Thank you to all members for participating.