



DRAFT Minutes
Annual General Meeting
Friday September 24, 2021
2:00 pm Eastern Time

No.	Item	Details of Discussion
1	Call to Order	Meeting called to order at 2:14pm EST. Three proxy votes and 17 members on the conference call.
2	Presidents Message	Kathy Presented her message. The last year has seen a lot of changes with the cancelation of the 2020 changes. The revamping of the website. Everyone on the board today would have received a change of password for the new website. The website has been a huge undertaking this year. One of the things we want to do going forward, is to have more transparency and more opportunity for our members, including blogs and webinars. It has been a tough year. No conference has left us with a financial burden. We have opportunity to expand our reach going forward. We are hoping for a smooth transition with Duncan becoming president. Kathy thanks everyone for a great year and she is excited for the direction that Duncan and Sunil will take the organization.
3	Approval of the Previous Minutes	Motion to accepts minutes from the Annual General Meeting held on May 20, 2020 as written. Moved: Doreen Seconded: Duncan Opposed None, Abstaining None Motion



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4	Financial Reports	<p>Treasurer's Report and Financial Statements</p> <p>Doreen presented the Treasurer's Report and financial statements for 2020. The financial review was conducted by Hufton Valvano Grover Philipp LLP (HVGP).</p> <p>The deferred payments to the ED were made from the CEBA Loan. The remaining balance of the loan was invested into a GIC to ensure the repayment of the balance for December 2022. The remaining portion of the deferred payment was made, HVGP found that the AAC had sufficient income to meet all requirements for 2021.</p> <p>The question was asked if we had sufficient monies to pay the ED for the next year. At this point the remaining \$6000 of deferral fees has been deferred until there is sufficient monies to pay the remainder. All 2021 fees have been paid up to date.</p> <p>The ED Contract will be reviewed on a board level coming up to ensure that all terms and conditions are benefitting both parties.</p> <p>Eldeen's contract will also be reviewed. Duncan is currently preparing a review of both the ED and Registrar contracts.</p> <p>Motion to accept the 2020 Review Engagement Report by HVGP</p> <p>Moved: Doreen Seconded: Robyn</p> <p>Opposed None, Abstaining None</p> <p>Motion Approved</p> <p>Motion to retain HVGP for the 2021 Review Assessment Engagement</p> <p>Moved: Doreen Seconded: Troy</p> <p>Opposed None, Abstaining None</p> <p>Motion Approved</p>



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5	Board Nominations	<p>The AAC bylaws limit Board members to three terms for a total of nine consecutive years on the Board.</p> <p>As the nomination and renewal is not on the Agenda, we will have to cover the renewals at a later time. Duncan will have it resolved at the Board Meeting.</p> <p>Action item: Duncan to resolve the issue of the existing board at the next board of directors meeting.</p> <p>Exiting Board members with term renewals</p> <p>New board members- Chit Lutchman was asked about his residence. He stated he is in fact a dual citizen.</p> <p>Motion: To approve the new nominee to a three-year term on the Board of Directors</p> <p>Move: Duncan Second: Michael</p> <p>Opposed none, Abstain 2</p> <p>Motion approved</p>
6	Executive Directors Message	Not present
7	Other Business	<p>Duncan is taking over as new president. He is excited and would like to thank the board of directors.</p> <p>Duncan will be looking at initiating a review of AAC governance including policy. We will be looking at ways to generate revenue for the organization.</p> <p>We will be looking at the results from the internal audit conducted this year.</p> <p>We will be working on the conference for 2022.</p> <p>We will be posting committees on the website. All members please take a look at the committees and join in, if there is something of interest.</p> <p>A recommendation was made to do the next meeting via zoom as opposed to teleconference.</p> <p>It was requested that the AAC push new information out using the website as opposed to telling members to use the website. As the website is still not released, it will be pushed out effectively for all members once operational.</p>
8	Adjournment	Duncan moves to adjournment at 1:08pm EST.

