

Draft Minutes

QCC's 76th Annual General Meeting

Thursday October 7th, 2021

Location: Virtual Meeting – Pheedloop Conference Platform

Board Members: Brian Miki, Chair
Candys Ballanger-Michaud, Past-Chair
Angelin Soosaipillai, Director
Bernadette De Souza, Director
Eric Adelson, Director
Kimberly Bates, Director
Nick Perera, Director
Paul Byron, Director
Robert Ceh, Director

Nominees: Ed Buller, Nominee
Patricia Dunwoody, Nominee

QCC Staff Present: Lesley Brown, Executive Director
Anna Shaw, Director, Business Development & Rewards
Malene Jakobsen, Director, Marketing & Communications
Kinga Wnuk, Finance Manager
Katherine Wright, Manager, Governance & Strategic Projects
Olex Katsenelson, Senior Coordinator, Member Services & Programming
Grace Lui, Coordinator, Member Services, Database & IT

Guests: 203 Members
26 Guests (Non-Members)
29 Proxies

Regrets: Michael Donsky, Director
Will Stratton, Director

WELCOME & INTRODUCTION

Brian Miki, Chair of the QCC's Board of Directors, welcomed all attendees to QCC's 2021 AGM and second virtual meeting. He highlighted statistics on the diversity of members joining in from across Ontario and provided instructions on how to navigate the virtual conference platform.

QCC's major accomplishments for the year are outlined, and acknowledgements were made to all the individuals who played a role in advancing the organization's strategic journey.

VOTING PROCEDURE

Brian outlined the voting procedure, including confirmation that proxies had been made available in accordance with the By-Laws. Detailed instructions were provided on how to vote using the virtual poll feature.

PROOF OF MEETING NOTICE / DETERMINATION OF QUORUM

Brian declared that notice of the Annual General Meeting had been duly given to all members of QCC in accordance with the By-Laws, and that QCC has engaged the use of absentee voting proxies to establish quorum.

Brian: "I understand that we have 203 Members present and accounted for, including 39 proxies, so I declare that there is a quorum present (over 25) and that the meeting is duly constituted for the transaction of business."

CALL TO ORDER/ APPOINTMENT OF SECRETARY

Brian called the meeting to order.

MOTION: "That the 2021 Annual General Meeting be called to order and that Katherine Wright, QCC's Manager, Governance & Strategic Projects be appointed Meeting Secretary."

**MOVED BY: Gordon Tait
SECONDED BY: Gilbert Cadieux**

CARRIED.

DATE: October 7th, 2021

APPROVAL OF AGENDA

Brian presented the Agenda for the afternoon's meeting.

MOTION: *"That QCC'S Membership accepts and approves the Agenda for the October 7th, 2021 Annual General Meeting as presented."*

MOVED BY: Chantal Breton

SECONDED BY: Joe Caramanna

CARRIED.

DATE: October 7th, 2021

APPROVAL OF MINUTES OF THE September 24th, 2020 ANNUAL GENERAL MEETING

Brian presented the Minutes of the September 24th, 2020 Annual General Meeting, held virtually, and explained that only members in attendance at the last AGM were entitled to vote to accept the Minutes.

MOTION: *"THAT QCC's Membership accepts and approves the Minutes of the 2020 Annual General Meeting as presented."*

MOVED BY: Nancy Miranda

SECONDED BY: Andy Crawford

CARRIED.

DATE: October 7th, 2021

QCC CHAIR'S REPORT

Brian presented an overview of what we have achieved in the past year, and what lies ahead in the coming year.

QCC EXECUTIVE DIRECTOR’S REPORT

Lesley Brown, Executive Director outlined some of QCC’s accomplishments this past year.

APPROVAL OF SPECIAL RESOLUTION

Paul Byron, QCC’s Governance Officer and Chair of the Governance Committee presented QCC’s proposed special resolution, as outlined in materials uploaded to the website: *“2021/2022 Special Resolution”*. Paul called for a motion and opened for any member questions concerning the special resolution before moving to a vote.

MOTION: *“That the proposed special resolution be approved as presented.”*

MOVED BY: Nancy Miranda
SECONDED BY: Andy Crawford

CARRIED.
DATE: October 7th, 2021

TREASURER’S REPORT

a. Audited Financial Statements

Rob Ceh, QCC’s Treasurer and Chair of the Finance and Audit Committee presented the Financial Audited Statements, which were available for members to view on the QCC website. Rob called for a motion and opened for any member questions concerning the Audited Financial Statements before putting the motion to a vote.

MOTION: *“That the 2020/21 Audited Financial Statements be adopted as presented.”*

MOVED BY: Joe Caramanna
SECONDED BY: Chantal Breton

CARRIED.
DATE: October 7th, 2021

b. Appointment of Auditors for 2021/22

Rob called for a motion to approve Hilborn LLP as QCC’s auditors for the current fiscal (2021-2022) year and opened for any member questions concerning the Audited Financial Statements before putting the motion to a vote.

MOTION: “THAT QCC’s Membership approves the appointment of Hilborn, LLP, as its auditors for the fiscal year ending 2022.”

MOVED BY: Nancy Miranda
SECONDED BY: Gilbert Cadieux

CARRIED.

DATE: October 7th, 2021

PRESENTATION / ELECTION OF DIRECTORS [Brian Miki]

Brian Miki, QCC’s Chair, outlined QCC’s nomination process and presented the slate of Directors for the following year as listed below.

Directors up for Re-election

- Kimberley Bates
- Will Stratton
- Brian Miki
- Rob Ceh

New Directors up for Election

- Ed Buller
- Patricia Dunwoody

Brian called for a motion to approve the slate of Directors and opened for any member questions before putting the motion to a vote.

MOTION: “That the QCC’s Membership approves the slate of Directors for 2021-2022 as presented.”

MOVED BY: Mara Conrad
SECONDED BY: Chantal Breton

CARRIED.

DATE: October 7th, 2021

VIRTUAL CONFERENCE INSTRUCTIONS

Olex Katsenelson, QCC's Senior Coordinator, Member Services & Programming, shared instructions on navigating the virtual conference platform to enjoy the virtual sessions and virtual exhibit hall booths available following the meeting.

ADJOURNMENT OF OFFICIAL MEETING

Brian shared closing remarks with the meeting attendees. Brian encouraged attendees to fill out the AGM survey to allow for continual improvement in the development of QCC's AGMs.

MOTION: "That the 2021 Annual General Meeting be adjourned."

MOVED BY: Gilbert Cadieux
SECONDED BY: Chantal Breton

CARRIED.

DATE: October 7th, 2021