

Southwestern Ontario Chapter of the
International Society of Certified Employee Benefit Specialists
Minutes for the 2021 Annual General Meeting
Tuesday, November 23, 2021: 9:00 – 10:00 a.m.

In Attendance: Trudy Parker, Tammy Phelps, Carrie Kurtz, Gail Enever, Michelle Oram, George Elliott & Alicia Hesch

Absent: Jena Crawley

- Call to Order – **9:09 AM by Trudy Parker**

- Review of the Minutes of the last AGM on November 25, 2020

Motion: *Be it resolved that the minutes of the annual general meeting for the year ending 2020 be accepted.*

Motion made to accept the minutes: Michelle Oram

Seconded: Tammy Phelps

Approved: Unanimous

- President's Report

Trudy Parker provided an overview of the Chapter's activities in 2021 – see attached report.

Motion made to accept the President's Report with noted changes: George Elliott

Seconded: Tammy Phelps

Approved: Unanimous

- Treasurer's Report

Carrie Kurtz provided an update on the current financial status of the Chapter – see attached report. This covers the period Jan 1/21 – Oct 31/21.

Motion made to accept the Treasurer's Report: Michelle Oram

Seconded: George Elliott

Approved: Unanimous

- Ratification of the acts of the Board of Directors

Motion: *Be it resolved that the membership approve all decisions, undertakings, expenditures, appointments, and actions of the Board of Directors for the year ending 2020 and through to November 23, 2021*

Motion made by: Gail Enever

Seconded: Alicia Hesch

Approved: Unanimous

Reports of the Standing and Special Committees

- Membership Committee Report

George Elliott provided an update on the year – see attached report. Membership at 35 this year. Membership Challenge has commenced for 2022.

- Sponsorship Committee Report

George Elliott provided an update on the year – see attached report. Two sponsors in 2021, SunLife and Humania.

- Nominating Committee Report

Trudy Parker provided an update – see attached report. Trudy Parker and Tammy Phelps formed the committee in 2021. All emails sent according to the outlined process. No vice-president in 2021 and education chair will be covered by volunteers/committees for each event.

- Education Committee Report

Tammy Phelps provided an update – see attached report. Restrictions to in-person events in 2021. Tammy provided updates on the education events including speakers, participant numbers, costs, and feedback.

- Public Relations Committee Report

Michelle Oram provided an update on the year – see attached report. Michelle provided an overview of page views, etc. It would be beneficial to have someone take this role on in 2022.

Motion made to accept the reports of the standing and special committees: Carrie Kurtz
Seconded: Michelle Oram
Approved: Unanimous

- Unfinished and/or Old Business – N/A
- New Business – N/A
- Election of new Officers and Directors

Motion: that the nominated candidates for directors be elected as presented and be authorized to fulfill the duties and responsibilities as described in the by-laws.

Motion made by: Michelle Oram
Seconded: Trudy Parker
Approved: Unanimous

- Presentation of Resolutions – done
- Adjournment

Motion: There being no further business, that the annual general meeting for 2021 be adjourned at 9:44 am

Motion made by: Alicia Hesch
Seconded: George Elliott
Approved: Unanimous

- Next Board Meeting date:
- **December 16, 2021**