

Southwestern Ontario Chapter of the International Society of Certified  
Employee Benefit Specialists

**Minutes for the 2022 Annual General Meeting**

Thursday, November 23, 2022: 9:00 – 10:00 a.m.

**Board Members In Attendance:** Heather Crosgrey, Michelle Oram, Robin Cox, Carrie Kurtz, Lindsey Tomlin, Alicia Hesch, Tammy Phelps

**Guests In Attendance:** None

- Call to Order – 9:03am

- Review/Approve 2022 AGM minutes

**Motion:** Be it resolved that the minutes of the annual general meeting for the year ending 2022 be accepted.

Motion made to accept the minutes: Michelle Oram

Seconded: Carrie Kurtz

Approved: Unanimous

- President's Report

Tammy Phelps provided an overview of the Chapter's activities in 2023 – see attached report.

Motion made to accept President's Report: Robin Cox

Seconded: Michelle Oram

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 Nov 1/22 – Oct 31/23.

Motion made to accept Treasurer's Report: Alicia Hesch

Seconded: Lindsey Tomlin

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 January 1, 2023 and through to November 23, 2023

Motion made by: Michelle Oram

Seconded: Tammy Phelps

Approved: Unanimous

### Reports of Standing and Special Committees

- Membership Report

Alicia Hesch provided an update on the year – see attached report. Membership at 29 this year.

- Sponsorship Report

Alicia Hesch provided an update on the year – see attached report. One sponsor in 2023, Sun Life.

- Nominating Committee

Carrie Kurtz provided an update – see attached report. Carrie Kurtz and Tammy Phelps formed the committee in 2023. All emails sent per the outlined process. All positions will be filled and education chair will be covered by volunteers/committees for each event for 2024.

- Education Report

Alicia Hesch provided an update – see attached report. Alicia Hesch provided updates on the education events including speakers, participant numbers, costs, and feedback.

- Public Relations Report

Michelle Oram provided an update on the year – see attached report. Michelle provided an overview of follower Twitter and LinkedIn, and website analytics and activity. It would be beneficial to review our website and social media presence to improve engagement in 2024

**Motion** made to accept the reports of the standing and special committees:

Motion made by: Carrie Kurtz

Seconded: Alicia Hesch

Approved: Unanimous

- Old Business – None

- New Business – None

- Election 2024 of Officers and Members

**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: Tammy Phelps

Seconded: Michelle Oram

Approved: Unanimous

- Adjournment

**Motion:** There being no further business, that the annual general meeting for 2023 be adjourned at 9:32 am

Motion made by: Michelle Oram

Seconded: Lindsey Tomlin

Approved: Unanimous