

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

**Minutes for the 2024 Annual General Meeting**

Friday, November 29, 2024: 9:00 – 10:00 a.m.

**Board members in attendance:**

Michelle Oram, Robin Cox, Carrie Kurtz, Lindsey Tomlin, Alicia Hesch,

**Board Members absent:**

Tammy Phelps, Rose Harburn

**Guests In Attendance:** N/A

**Call to Order** – 9:06 a.m.

**Review/Approve 2023 AGM minutes**

**Motion:** Be it resolved that the minutes of the annual general meeting for the year ending 2023 be accepted.

Motion made to accept the minutes: Robin

Second: Lindsey

Approved: Unanimous

**President's Report**

Robin Cox provided an overview of the Chapter's activities in 2024 – see attached report.

Motion made to accept Presidents Report: Alicia

Second: Michelle

Approved: Unanimous

**Treasurer's Report**

Lindsey Tomlin provided an update on the current financial status of the Chapter. The attached Treasurer's Report Summary was circulated by email after the meeting. The motion to approve was made and approved by email. This covers the period Nov 1/23 – Nov 28/24.

Motion made to accept Treasurer's Report: Michelle

Second: Carrie

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, 2024 and through to November 29, 2024

Motion made by: Carrie

Second: Michelle

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.

- Nominating Committee

Carrie Kurtz provided an update – see attached report. All emails sent per the outlined process.

- 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 2025

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

Motion made by: Robin

Second: Lindsey

Approved: Unanimous

**Old Business** - None

**New Business** – None

### **Election of 2025 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 bylaws.

Motion made by: Alicia

Second: Michelle

Approved: Unanimous

### **Adjournment**

**Motion:** There being no further business, that the annual general meeting for 2024 be adjourned at 9:33 am

Motion made by: Michelle

Second: Alicia

Approved: Unanimous