

BCLTA 2020 Annual General Meeting

October 6, 2020
Zoom

Meeting Minutes

For Approval at Next AGM

1.0 Call to Order

The meeting was called to order at 1902 by President Mike Gage;

2.0 Announcement of Quorum

Quorum announced by President Mike Gagle

3.0 Approval of Agenda

Moved by E. Glover that the agenda be approved
Seconded by D. McAffer

Carried

4.0 Approval of Minutes of May 11, 2019 AGM

Moved by B. Leigh
Seconded by H. Pruden
Carried

5.0 President's Report

Written report submitted as the 2019/2020 Annual Report

5.1 Recognition of Departing Board Members

President Gagel recognized outgoing board members

- Erin Carlson
- Rhonda Sherwood

6.0 Report of the Financial Review Committee

a. 2019/2020 Financial Report

Presentation of fiscal year ending January 31, 2019 Financial Statement presented as information by R. Sherwood

1. Statement of Operations Feb 1 2019 to Jan 31 2020

Our revenues, as usual, are the combination of annual membership fees, and fees to attend our workshops and conference. We also have received grants from the Ministry that go towards specific projects such as our conference speaker costs or revamping the TOP training. The combined of all these make up our annual revenues. Which, with the exception of the grants, is relatively stable year by year,

Our expenses are broken down into administration costs and program costs. Administration costs are at about 60% of revenue and cover costs such as our Executive Director, Director of Learning and Development and Book Keeping salaries, Our program costs, about 40% cover the expenses of workshops and conference.

2. Statement of Financial Position which is basically BCLTA's balance sheet.. Our assets combined are approximately \$81k. Including a \$50,000 reserve that is earmarked to cover any outstanding liabilities should the association have to wind down. The BCLTA has no liabilities.

Note- BCLTA did not have a financial review by an accountant as it was not cost efficient for our needs. The financials are very much in line with previous year. We have been getting our books reviewed with Quantum

since 2013-14 and there has never been any concerns in the statements. There is nothing significantly different this year.

b. 2020/2021 Budget

Presentation of 2020 budget by B. Kelly

1. BCLTA applies grants and fees collected to the work that we do to supporting, representing, and connecting trustees. BCLTA's fiscal year runs end of January to end of January.

2. The bulk the BCLTA budget is spent on staff, followed by membership programming, and then board expenses although this year board expenses will be minimal as because of COVID-19 restrictions on meetings.

3. The BCLTA reorganization is reflected in the budget as it was planned for 2020. COVID-19 was unexpected and will be reflected in the year-end review of the budget as it has impacted the costs and revenues of in person meetings and workshops and the provincial grants associated with those in person meetings and workshops.

7.0 Report of the Nominations Committee

President Mike Gagel reported on behalf of the Nominations Committee

a) Nominees for open Director Positions

- Louise Hearty
- Harlan Pruden

b) Nominees for open Treasurer Position

none

8.0 Nominations from the Floor

M. Gagel called for nominations from the floor for the office of Director

a) Nominations from the floor

-B Leigh nominates Rhonda Sherwood
-nomination accepted

-M. Evans Nominate Louise Evans-Salt
-nomination declined

9.0 Election

9.1 Election of Directors

The following candidates were acclaimed

- Harlan Pruden (2-year term)
- Louise Hearty (2-year term)
- Rhonda Sherwood (2-year term)

9.2 Election of Treasurer

No nominators for the position of Treasurer

10.0 Resolutions

A. Resolution to Amend Bylaw 2.1 pertaining to BCLTA memberships

Moved by M. Gagel
Seconded by R. Sherwood

B. Resolution to Amend Bylaw 4.2 pertaining to language regarding terms served by trustees.

Moved by M. Gagel
Seconded by R. Sherwood
Opposed B. Leigh

C. Resolution to Amend Bylaw 5.4 pertaining to the conduct of
BCLTA Directors

Moved by M Gagel
Seconded by R. Sherwood
Opposed B. Leigh

11.0 BCLTA Awards

a) NANCY BENNET GOVERNANCE MERIT AWARD 2020

-Anni Holtby

b) BCLTA GOVERNANCE EXCELLENCE AWARD

- Bevin Heath Ansley
- Judith Walton

12.0 Next Meeting

-2021 (Date will be determined)

13.0 Adjournment

- B Leigh