

Northern Hills Community Association

Serving Country Hills, Country Hills Village, Coventry Hills,
Harvest Hills and Panorama Hills

2018 Annual General Meeting Agenda

Thursday, April 4, 2019 at 6:45 pm

Harvest Hills Alliance Church, 10099 Harvest Hills Blvd. N.W.

Chairperson – Leah Argao | Recording Secretary – TBD

1. Call Meeting to Order

Motion: “Be it resolved that the 2018 NHCA AGM agenda is approved by the NHCA Membership.

2. Introduction of Directors, Staff (and Guests)

3. Approval of 2017 AGM Meeting Minutes

Motion: “Be it resolved that the 2017 NHCA AGM meeting minutes are approved by the NHCA Membership.”

4. Approval of 2018 Un-Audited Financial Statements

Short statement by Jeannette Lee, Treasurer and Leah Argao, President

Motion: “Be it resolved that the 2018 financial statements, are approved by the NHCA Membership.”

5. Appoint Auditors for the Year 2019

Motion: “Be it resolved that the NHCA appoint the Federation of Calgary Communities as the auditors for 2019.”

6. Special Resolution- BYLAW AMENDMENTS

See Attached Schedule “A” for proposed Motions

7. New Business:

Motion: Put forward by Kevin Stanger

“Be it resolved that a term of reference of roles & responsibilities of board members, employees, contractors and volunteer positions be published for member review”

Motion: Put forward by Kevin Stanger

“Be it resolved that a copy of the Occupational health and safety policy and procedures for the organization be published publicly”

Motion: Put forward by Kevin Stanger

“Be it resolved that the mural artist is recalled, to correct the error on the Navy, Army and Air Force insignia to the Kings crown from the Queens crown. As the insignias are representative of WWII, King George VI reigned”

Motion: Put forward by Kevin Stanger

“Be it resolved that the national flag of Canada be added to the mural”

Issue: Put forward by Kevin Stanger

Provide clarity on bylaw Article III,3(a)

8. Present and Elect Slate of Directors for 2019-2021 Term

Motions to elect the returning Directors: “Be it resolved that the NHCA elect *(insert name)* to the Board of Directors.”

9. Adjournment

Motion: “Be it resolved that the 2018 NHCA AGM be adjourned at *(insert time)*.”

To follow the business portion of the meeting:

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| 1. Year in Review | Leah Argao |
| 2. Awards & Anniversary | Federation of Calgary Communities |
| 3. Community Q&A | Leah Argao |
| 4. Thanks to Sponsors | Ian McAnerin |
| 5. Door Prize Draw | Lindsay Lantela |
| 6. Social and Fellowship | Yana Soldatenko |

** Please note: you must be present during the draw in order to claim a door prize. To enter, please ensure you have filled out an entry slip, available at the check-in table.*

SCHEDULE "A"
SPECIAL RESOLUTION - BYLAW AMENDMENTS

Motion: Put forward by Board recommendation

"Be it resolved the NHCA amend Article II 3 by changing it to "The membership fees, membership classes and their expiration dates in the Association shall be established by the Board of Directors"

Motion: Put forward by Board recommendation

"Be it resolved the NHCA amend Article III by changing it to " ..and shall serve with no remuneration other than free membership during their term"

Motion: Put forward by Board recommendation

"Be it resolved that the NHCA amend Article III, Section 7c by removing "it shall not be empowered to enter into land or building construction transactions".

Motion: Put forward by Board recommendation

"Be it resolved the NHCA amend Article VI, Section 1b by changing it to "The Treasurer will provide oversight to and/or receive incoming and outgoing transactions and review all financial records to provide any required reports at all meetings of the financial status of the Association."

Motion: Put forward by Board recommendation

"Be it resolved the NHCA amend Article VI 3a by changing it to "Capital expenditures towards a single project, greater than \$50,000"

Motion: Put forward by Board recommendation

"Be it resolved the NHCA amend Article VI 4 by changing it to "All cheques drawn on the Association's bank account shall be signed by any two signing officers"

Motion: Put forward by Kevin Stanger

"Be it resolved the NHCA amend Article IV, 4 to read: "The Secretary is responsible for accurately recording and maintaining minutes of all Board of Directors, Special and General Meetings and publish for members to read the draft minutes within 5 business days."

Motion: Put forward by Kevin Stanger

"Be it resolved the NHCA expand Article IV to include their responsibilities. One of which should be responding to correspondence from members within 5 business days."

Minutes of the NHCA Annual General Meeting for Year 2017
Thursday, April 12, 2018 at 7:00pm
Harvest Hills Church, 10099 Harvest Hills Blvd. N.W.

Chairperson: Leah Argao

Recording Secretary: Simon Cheng

Board Members present: Leah Argao, Simon Cheng, David Hartwick, Lonny Mah, Laura Hack, Jessie Leighton, Roop Rai, Ian McAnerin, Vania Szeto, Wayne Brown

Regrets: Vince Ellis, Winnie Huang

Guests: Approximately 20 NHCA Members were in the audience

	Item & Motions	Discussion & Outcomes	Action
	Call to Order	Meeting called to order at 7:37 pm	n/a
1	Call Meeting to Order	Motion: ““Be it resolved that the 2017 NHCA AGM agenda is approved by the NHCA Membership.” Proposed: Simon Cheng Seconded: Jessie Leighton All in Favour, None Opposed, Motion Carried	n/a
2	Introduction of the Directors, Staff (and Guests)	Leah started by thanking volunteers for helping out at the volunteer table. Introduced Yana Soldatenko, one of the two operational staff. Marina Barrett sends her regrets. Directors were introduced: David Hartwick (1VP), Lonny Mah (Treasurer), Laura Hack, Jessie Leighton (2 nd VP), Roop Rai, Ian McAnerin, Vania Szeto, Wayne Brown, Simon Cheng (Secretary). Absent are Winnie Huang and Vince Ellis. Leah indicated that she intends to share what has happened throughout the year. Before she continues, she indicated that Ben Morin from Federation of Calgary Communities would like to present the Toole Peete Community Hero Awards. These awards are awarded to community members who have made significant contributions to the Northern Hills. Recipients include: <ol style="list-style-type: none"> 1. Lynne Banning 2. Brian Wells (absent) 3. Cynthia Watson (absent) 4. Nicole Dawe 5. Luz Bolo (absent) 	
3	Adoption of Board Meeting Minutes	Motion: “Be it resolved that the 2016 AGM Meeting Minutes be approved by the NHCA Membership” Proposed: Laura Hack Seconded: Jessie Leighton All in Favour, None Opposed, Motion Carried	
4	Approval of the 2017 Audited	Lonny Mah made a short statement. Shared the news that economic recovery in Alberta is in full swing, and	

	Financial Statements	<p>unemployment rate is declining. This fact is reflected in the financial statements. Financial statements better than last year; however, NHCA is still in a deficit position, but it is slowly creeping back to positive. Lonny hopes that NHCA will be in a break even position by next year.</p> <p>NHCA is still in a solid financial position with strong balance sheet. However, it's not sustainable if we keep going like this. Lonny is positive that this is the last year of deficit.</p> <p>If there is any question regarding the financials, please direct them to Lonny.</p> <p>Motion: "Be it resolved that the 2017 audited financial statements, as prepared by Heidi Brauer, CMA, at the Federation of Calgary Communities, are approved by the NHCA Membership."</p> <p>Proposed: Lonny Mah Seconded: Wayne Brown</p> <p>All in Favour, None Opposed, Motion Carried.</p>	
5	Appoint Auditors for the Year 2018	<p>Motion: "Be it resolved that the NHCA appoint the Federation of Calgary Communities as the auditors for 2017."</p> <p>Proposed: Ian Mcanerin Seconded: Roop Rai</p> <p>All in Favour, None Opposed, Motion Carried</p>	
6	Present and Elect Slate of Directors for 2018 – 2020 Term	<p>Motions to elect the following to the board of directors:</p> <p>"Be it resolved that the NHCA elect Roop Rai to the Board of Directors for the 2018 – 2020 term"</p> <p>Proposed: Wayne Brown Seconded: David Hartwick</p> <p>All in Favour, None Opposed, Motion Carried</p> <p>Be it resolved that the NHCA elect Vince Ellis to the Board of Directors 2018 – 2020 term"</p> <p>Proposed: Wayne Brown Seconded: David Hartwick</p> <p>All in Favour, None Opposed, Motion Carried</p> <p>Be it resolved that the NHCA elect Laura Hack to the Board of Directors 2018 – 2020 term"</p> <p>Proposed: Wayne Brown Seconded: David Hartwick</p>	

		<p>All in Favour, None Opposed, Motion Carried</p> <p>Be it resolved that the NHCA elect Winnie Huang to the Board of Directors 2018 – 2020 term”</p> <p>Proposed: Wayne Brown Seconded: David Hartwick</p> <p>All in Favour, None Opposed, Motion Carried</p> <p>Motions to elect the returning directors:</p> <p>Be it resolved that the NHCA elect Vania Szeto to the Board of Directors for the remainder of term”</p> <p>Proposed: Laura Hack Seconded: Roop Rai</p> <p>All in Favour, None Opposed, Motion Carried</p> <p>Be it resolved that the NHCA elect Simo Cheng to the Board of Directors for the remainder of term”</p> <p>Proposed: Laura Hack Seconded: Roop Rai</p> <p>All in Favour, None Opposed, Motion Carried</p> <p>Be it resolved that the NHCA elect Jessie Leighton to the Board of Directors for the remainder of term”</p> <p>Proposed: Laura Hack Seconded: Roop Rai</p> <p>All in Favour, None Opposed, Motion Carried</p> <p>Be it resolved that the NHCA elect Lonny Mah to the Board of Directors for the remainder of term”</p> <p>Proposed: Laura Hack Seconded: Roop Rai</p> <p>All in Favour, None Opposed, Motion Carried</p> <p>Be it resolved that the NHCA elect Leah Argao to the Board of Directors for the remainder of term”</p> <p>Proposed: Laura Hack Seconded: Roop Rai</p> <p>All in Favour, None Opposed, Motion Carried</p>	
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		<p>Be it resolved that the NHCA elect David Hartwick to the Board of Directors for the remainder of term”</p> <p>Proposed: Laura Hack Seconded: Roop Rai</p> <p>All in Favour, None Opposed, Motion Carried</p> <p>Be it resolved that the NHCA elect Wayne Brown to the Board of Directors for the remainder of term”</p> <p>Proposed: Laura Hack Seconded: Roop Rai</p> <p>All in Favour, None Opposed, Motion Carried</p> <p>Motions on the Floor:</p> <p>Jun Lin expressed interest in joining the Board of Directors.</p> <p>Be it resolved that the NHCA elect Jessie Leighton to the Board of Directors for the 2018 – 2020 term</p> <p>Proposed: David Hartwick Seconded: Wayne Brown</p> <p>All in Favour, None Opposed, Motion Carried</p>	
7	Adjournment	<p>Motion: “Be it resolved that the 2017 NHCA AGM be adjourned at 7:54pm.</p> <p>Proposed: Jessie Leighton Seconded: Ian Mcanerin</p> <p>All in Favor, None Opposed. Motion carried.</p>	

Accepted:

 (Leah Argao, President)

_____ January __, 2019 _____
 (Date)

 (Simon Cheng, Secretary)

_____ January __, 2019 _____
 (Date)