

Registered Nurses Foundation of BC

41st Annual General Meeting

June 22, 2021 By Zoom

MINUTES

The 41st Annual General Meeting of the Registered Nurses Foundation of British Columbia (RNFBC) was held on June 22, 2021, via Zoom.

Board Present: Heather Mass (President), Diane Clements (Vice President), Pat Semeniuk, Elsie Tan Barb Lawrie (Treasurer), Kelvin Britten, Lorelei Gibson

Foundation Members Present: Linda Von Tettenborn, Heather Straight, Jen Davis, Frankie Elder, Jacqueline Bale, Anne Cameron, Debbie Blaney, Katie McLellan

Administration:

Alison Toscano, Heather Jones, Ellen Kaine

Board Regrets: None

Guests Present:

Erik Allas, Tompkins, Wozny, Miller & Co., Mani Mohtadi, Scotia McLeod

Member Proxy Appointments:

None

MINUTES

1. Call to Order

- The meeting was called to order at 17:10 hours by President, Heather Mass.

2. Land Acknowledgement, Welcome and Introductions

- Heather Mass acknowledged the land we occupy as that of our Indigenous peoples.
- She welcomed the members at large and introduced both the current Board members and three new potential Board members.
- FSEL was welcomed and the staff members introduced.

3. Adoption of Rules of Order and Adoption of Agenda

Motion: Proper notice having been given by email June 9, 2021, and a quorum of 12 being present, to approve the 2020 Annual General Meeting Rules of Order and Agenda as circulated	Moved by Pat Semeniuk, seconded by Frankie Elder CARRIED
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Notice of Annual General Meeting

- Members were each notified by email in compliance with statutory timing. Notice was posted on RNFBC's Website along with pertinent documentation on June 8, 2021 and confirmed attendees received their AGM document package at the same time.

4. Approval of Minutes

Motion: to approve the Minutes of the 2019 Annual General Meeting (no meeting in 2020 due to pandemic).	Moved by Heather Mass, seconded by Linda von Tettenborn CARRIED
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5. Auditor's Report and Financial Statement

- Erik Allas from Tompkins, Wozny, Miller & Co. reviewed the 2020 audit and advised that the accounts are in excellent shape
- Overall net equity remained steady at 4.8 million.
- The audit went well.

Motion: To approve the 2020 Financial Statements.	Moved by Barb Lawrie, seconded by Kelvin Britten CARRIED
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6. Appointment of Auditors for 2021

Motion: To renew the appointment of Tompkins, Wozny, Miller & Co. as auditors for 2021	Moved by Barb Lawrie, seconded by Lorelei Gibson CARRIED
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7. President's Report

- The Covid 19 pandemic had a significant impact on the Foundation. Investments initially dropped but have since recovered. The upside to the pandemic was the fact there was more time to consider the future, changes to nursing education, projects and how the organization continues to exist. Out of that came a very helpful review and discussion about the operational structure and the need to streamline. We contracted with FSEL to run the day-to-day operations thereby allowing the Board to focus on the broader mandate. We are in a good position to move forward after the pandemic.
- There is a need to acknowledge the following people for their work:
 - Jenn Davis, six years with the Foundation keeping things running well;
 - Bruce Bouchard, two years with the Foundation and his work with donations;
 - Peter Baetson and McLaren Trefanecko for ten years of finance assistance and always there to support the Board; and
 - Mani Mohtadi and ScotiaMcLeod for continuing to look after RNFBC's interests and teaching us how to manage our investments.

Motion: To approve the President's Report	Moved by Heather Mass, seconded by Elsie Tan CARRIED
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8. Audit and Finance Committee Report

- Audit and Finance Chair Barb Lawrie noted that the Committee's mandate is to oversee the annual budget and their power comes by resolution of the Board.
- Barb noted the significant drop in finances due to the pandemic. Mani Mohtadi reported volatility in the portfolio with a drop of nearly 1 million dollars, but that was recovered by the end of the year.
- \$182,000 in 2020 was set aside and distributed for bursaries.
- Policy and guideline updating began in 2016 and should be a priority this year.

Motion: To approve the Audit and Finance Committee Report	Moved by Barb Lawrie, seconded by Heather Mass CARRIED
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9. Bursary Committee Report

- Kelvin Britten noted that due to the pandemic, he was reporting on the years 2019 and 2020.
- The power to accept applications for awards and distribute them comes from the Board.
- The Committee met 5 times in 2020 and with Bruce Bouchard several times with respect to the selection of bursaries. The 30% interest earned on restricted funds, Willett Estate, Vancouver Fund and cash donations from Bruce's email blast were given out.
- 147 bursaries were distributed in 2019 and 182 in 2020. 732 applications were received in 2020.
- A special thank you was extended to the past Chair, Ginger Brown, Bruce Bouchard and Jen Davis for their extensive contributions to the Bursary Committee.

Motion: To approve the Bursary Committee Report	Moved by Kelvin Britten, seconded by Elsie Tan CARRIED
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10. Nominations Committee Report

- Heather Mass advised that a decision was made by the Board in 2020 to deactivate the Nominations Committee and the Board would take over the function. This decision will be reviewed going forward.

11. Election of Directors

- Heather Mass advised that the appointed Board Directors, Diane Clements, Lorelei Gibson and Pat Semeniuk, now stand to be elected to the Board for a 3-year term.
- Katie McLellan and Debbie Blaney stand for election to the Board for a 3-year term.
- Anne Cameron stands to be appointed to the Board for a one-year term.
- Diane Clements, Pat Semeniuk, Lorelei Gibson, Debie Blaney and Katie McLellan have met all the qualifications to be elected as Directors.
- Anne Cameron has met all the qualifications to be appointed as a Director.
- Heather Mass extended a warm welcome to all. She further thanked outgoing Director, Elsie Tan, for her hard work on the Board’s behalf over the past 3 years.

Motion: To approve the election of Diane Clements as Board Director by acclamation for a 3-year term.	Moved by Heather Mass, seconded by Kelvin Britten CARRIED
Motion: To approve the election of Pat Semeniuk as Board Director by acclamation for a 3-year term.	Moved by Diane Clements, seconded by Kelvin Britten CARRIED
Motion: To approve the election of Lorelei Gibson as Board Director by acclamation for a 3-year term.	Moved by Heather Mass, seconded by Kelvin Britten CARRIED
Motion: Further to RNFBC By-law 7.10, to approve the appointment of Anne Cameron as a Board Director for a one year term.	Moved by Heather Mass, seconded by Diane Clements CARRIED
Motion: Further to RNFBC By-law 7.6, to	Moved by Heather Mass, seconded by Pat Semeniuk

approve the elections of Debbie Blaney and Katie McLellan as Board Directors by acclamation for a 3-year term.	CARRIED
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12. Special Acknowledgement

On behalf of the Board of Directors, Diane Clements warmly thanked Heather Mass for her nine years of tireless service to the Board. She graciously stepped in to be President a second time when she was needed. She will serve as Past President for the immediate future.

13. Adjournment

The meeting adjourned at 7:03 p.m.

Motion: To adjourn the 2021 AGM of the members of the RNFBC.	Moved by Heather Mass, seconded by Lorelei Gibson CARRIED
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Minutes signed by President:

Date: