



NACL

33rd ANNUAL GENERAL MEETING MINUTES

September 23, 2019 – 7:00 p.m.

Voting Members:	Cornelis (Cees) van Oosten, Paul Best, Tim Tessier, Phyllis Horn, Julie Stevens, John McNeill, Marg Fraser, Leanne Fraser, Dave Fraser, Chris Dootson, John Horn, Robin Chapman, Marilyn Chapman, Karen Milner, Pat Bugera, Glen Husband, Brent Barr, Charlene Pennington, Oskar Rolko
Proxy Members:	Wendy Merler <ul style="list-style-type: none">▪ Named the Chair, Cornelis (Cees) van Oosten, as Proxy Kirsten J. Madsen <ul style="list-style-type: none">▪ Named Tim Tessier as Proxy Johanna (Joanne) van Oosten <ul style="list-style-type: none">▪ Named Cornelis (Cees) van Oosten as Proxy Norman Kennedy <ul style="list-style-type: none">▪ Named the Chair, Cornelis (Cees) van Oosten, as Proxy Michele McNeill <ul style="list-style-type: none">▪ Named John McNeill as Proxy Sandra (Sandy McNicol) <ul style="list-style-type: none">▪ Named the Chair, Cornelis (Cees) van Oosten, as Proxy Dan Johnston <ul style="list-style-type: none">▪ Named Cornelis (Cees) van Oosten as Proxy Patricia (Trish) Johnston <ul style="list-style-type: none">▪ Named Cornelis (Cees) van Oosten as Proxy Carolyn Johnston <ul style="list-style-type: none">▪ Named Cornelis (Cees) van Oosten as Proxy
Joining Members:	Laurie Bienert
AGM Chair:	Cornelis (Cees) van Oosten (President)
Executive Director:	Graham Morry
Meeting Recorder:	Marlena Stewart (Executive Assistant)
NACL Staff:	Graham Morry, Randy Humchitt, Marlena Stewart, Cindy Shelest, Peter Letts, Jennifer Carano, Angela Trimble, Leona Warick, Amanda Cassen, Gail Quigg, Rachel Trew, Gretchen Brown, Lisa Dootson
Guests:	Laurie Bienert (Nanaimo Foundation), Cory Vanderhorst (MNP)

CALL TO ORDER/OPENING REMARKS

- President Cornelis (Cees) van Oosten opened the 33rd Annual General Meeting held at the Nanaimo Association for Community Living on September 23, 2019, called the meeting to order at 7:02 p.m., and gave opening/welcoming remarks
 - Audience members were recognized, the head table introduced and those absent acknowledged, housekeeping items noted, and general remarks made about NACL's past year
 - Tim Tessier thanked everyone for his time with this group at NACL, and rather than be on the Board in the coming year, he will work with persons served, families, staff, etc.

- o on a community task force to look at short-term activities that can make a long-term difference
 - Imagine “if” instead of “why not”
- o Julie Stevens has been a Director for the last 10 years, and will have to resign for a minimum of one year – she noted that it’s been a challenge, and she wanted to make a difference in the lives of persons served
 - NACL was started by a group of parents – and seeing the growth, resilience, and unconditional love of persons served has been inspiring; it is what inspired her to serve on our Board for so long
 - Julie also thanked NACL staff for being an amazing group of people to work with; she has witnessed firsthand what they’ve done to support and enrich the lives of persons served
- o Phyllis Horn and Paul Best will stand for re-election
- o Cees van Oosten noted he’d be going into his sixth year on the Board, pending re-election – noting the enthusiasm of everyone involved with NACL is inspiring
- o Dan Johnston and M. Lynn Rolko were unable to be here tonight
- Marlena Stewart (Executive Assistant) was nominated to be the meeting’s recording secretary

Motion:	To appoint Marlena Stewart as recording secretary for the September 23, 2019 Annual General Meeting
MSC:	Phyllis Horn/Tim Tessier

- Nine (9) members submitted proxy declarations for tonight’s meeting – one naming Tim Tessier to be their representative, one naming John McNeill to be their representative, and the other seven naming Cornelis (Cees) van Oosten (and/or the “Chair”) to represent them

REPORTS/PRESENTATIONS

1. PRESIDENT’S/EXECUTIVE DIRECTOR’S REPORT

- Cees van Oosten (President) gave a few remarks
 - o We are going into a new CARF (accreditation) year
 - It is done on a 3-year cycle, and we have done well with our last five accreditation surveys
 - It is a critical part of the business in terms of agency recognition, and is critical to receiving funding from CLBC/MCFD
 - o We’re proud that we have finally commenced the Uplands Housing Project this year
 - Almost putting roofs on the buildings as we speak
 - Hope to be occupying by June 2020
 - o Re youth care, this year we purchased a duplex on Hammond Bay Road, which has been modified and upgraded; one half is now occupied
 - CLBC will be proposing to occupy the second half
 - o In general, we need more capacity along with more staff
- Graham Morry (Executive Director) followed with a verbal report
 - o The President’s/Executive Director’s Report is enclosed within the Annual Report, providing specifics on what has happened over the past year
 - o This has been a threshold year for looking at services more specifically

- We are always value-based, but digging deeper to see how we are positively impacting people’s lives
 - The level of our systems’ sophistication now enables us to look deeper at the services we’re providing
 - Demand for services is great, but we can always be more thoughtful to better our foundation
- Graham is proud of what we’ve done this year, and what’s to come
- Uplands will be a cornerstone of diversity for the future
 - Purchase of the neighbouring property would allow us to further expand services
- Staff support, and vision/governance of the Board is very much appreciated
 - There’s trust between us and the staff that we know what we’re doing, and we have fun while doing it
- Randy Humchitt (Deputy Executive Director) also spoke to the Quality of Life Report enclosed within the Annual Report
 - Where does “the rubber meet the road” in our services?
 - In all the amazing governance reports we do, they provide tangible data re the quality of life of persons served
 - Different indicators demonstrate that when we listen to the people we support, the need for medication and for acting out is reduced
 - We have the benefit of seeing quality of life improved on a daily basis; persons served are more than this report
 - Dr. Robert Schalock has set forth eight (8) Quality of Life Domains

Domain	Indicators
Emotional well-being	Contentment, positive self-concepts, low levels of stress
Material well-being	Financial status, employment with competitive wages, affordable housing
Physical well-being	Health and health care, leisure & recreation activities, activities of daily living
Personal development	Education, personal competence, performance
Self-determination	Autonomy & personal control, choices, goals and person values
Social inclusion	Community inclusion and participation, community roles, reciprocal relationships & social supports
Interpersonal relations	Interactions with others, social relationships, & supports
Rights	Human (respect, dignity, equality) and legal (citizenship, access, due process)

Adapted from: Schalock, Verdugo, Gomez, & Reinders, (2016).

- Re **emotional well-being** – if people are emotionally well, they feel safe
- **Interpersonal relations** is about the friendships people have; the goal is always to have more natural, unpaid friendships

- **Material well-being** is about feeling secure financially, and having a means of earning income
- Re **personal development**, we are supporting persons served with those goals
 - The little things can be the big things in being more independent; builds sense of self-efficacy
- **Physical well-being** is about being healthy to be able to enjoy life
- **Self-determination** is “driving the bus in our own lives” in an authentic way
 - “I make the choices that affect me”
- **Social inclusion** is wanting to go to activities and feeling included; this includes having real work for real pay
- Re **rights**, people can advocate for themselves, feeling confident and supported
- This report is focused on residential services; however, there will be similar reviews conducted with day services, employment services, and outreach services in the future
 - We are responsible for supporting people in their whole lives
- Report data includes information derived from:
 - **Surveys** (feedback is much appreciated);
 - **Person Centered Planning data** (i.e. how many plans are completed, and progress toward goal completion);
 - **Health and Safety data** (relating to people acting out when upset, and/or who have health considerations);
 - **Medical Administration Records** (what medication is used; has it reduced?); and
 - **Rights presentations** (done every year)
- Randy noted there were 165 goals within residential Person Centered Plans agency-wide, with 100% of persons served having goals
 - Certain numbers are lower within certain domains – why?
 - Particular domains may not be part of a person’s focus – maybe a person feels included enough, etc.
 - We want to challenge people at what they could have if they want it (i.e. employment)
- Goal progress is related to every domain
 - Re progression of goals, we’ve had satisfactory progress
 - This tells us overall that because we’re listening to persons served and because of our focus in PCP, the people we support are doing very well toward attaining their goals
- Internal incident reports provide tangible proof re quality of life
 - We support a lot of individuals in crisis coming into our services, with challenges in life for various reasons
 - In the spirit of inclusion, Graham has set a culture where we do our best to support everyone; our staff have the skills to do so
 - On the whole, internal incidents have decreased for some individuals who have gone through difficult periods over the past few years
 - Life has ups and downs; this gives us pause to stop and figure out what is going on for persons served – this is where we get curious, revising their PCP and the supports provided
 - People sometimes come with a “reputation” re the risks presented about them; we need to look at individual and where they’re at now, give them the benefit of the doubt, and provide unconditional support
 - NACL staff are definitely in tune to what needs are

- For those with the most incidents, the reduction has been immense
- We know that when we support people in the way they want to live, incidents reduce and people are happier
 - Managers and staff have been instrumental in this
- The testimonials received are about promoting independence, community inclusion, etc.
- The report clearly shows lives have been improved; we only wish you could see the smiles and connections
 - We always want to be creative with our services
 - Let's talk about what's possible – because lives are amazing

2. PERFORMANCE ANALYSIS AND OUTCOMES MEASUREMENT PRESENTATION

- Peter Letts (Quality Assurance Manager) presented some highlights from the Performance Analysis and Outcomes Measurement Summary included in the AGM Report (called "Performance Review 2018/2019")
- Every year we do a performance review as part of our quality assurance process, which tells us how well we did in managing and supplying programs and services
- Management and program reviews are in the Annual Report via the Performance Review 2018/2019 summary, and questions are absolutely welcomed
 - The summary gives a comprehensive overview of where we're at and where we're going
 - We did the Quality of Life Report to show how we are managing service delivery in residential programs; we want to incorporate that information within the larger Performance Analysis and Outcomes Measurement (PAOM) Report, and continue to generate that info in the future
 - The PAOM Report has a lot of data and detail, which the Quality of Life Report summarized
 - We also have included the "public" Performance Review, which we will post on NACL's website; it is a shorter version of the PAOM Report

"The root of all goals and resultant outcomes is a desired change...the truth is that the journey to achievement starts with a goal and finishes with a desired outcome. It is important to have clarity about each of these, as one of them represents a beginning step and the other represents a final result."

- The Quality Assurance process incorporates the **Quality Improvement Cycle**:



- Some highlights for this past year include the Uplands project, Community Inclusion program redesign, purchase of the duplex, our formalized partnership with COCO Café, development/implementation of a communications strategy, and social enterprise
- With person centered services, we have been working to improve the PCP process, individualized goals, and quantifying
- We have conducted training in leadership, community support work, youth services, and other competencies
 - Huge thanks to Eclipse HR Solutions for assisting us with much of this training
- Re Health and Safety improvements, we will be applying for WorkSafeBC’s Certificate of Recognition (CoR) certification, and our JOHS (Joint Occupational Health and Safety Committee) has been operating at “top-shelf” level
- Looking forward...
 - The Uplands Housing Project (and resulting outreach are big);
 - Services have been established at the new duplex;
 - Our communications strategy is fully underway;
 - In November we’ll hold our Staff Appreciation Party; and
 - Person Centered Planning, the CLBC’s includeMe! Project, the CoR audit, and new info systems will also be in play, along with growing community partnerships
- The Management Review section of the summary looks at our whole service systems, seeking input from many areas
 - **Management and Administration Outcomes** derive from:
 - *Input* – surveys, complaint analysis (where applicable)
 - *Strategic Planning*
 - *Quality Improvement* (both from CARF accreditation and internally)
 - *Governance Plans*

- *Operational Outcomes*
- **Program Outcomes** derive from:
 - *Satisfaction* – how people feel about NACL’s programs/services
 - *Contractual Outcomes* – set with each funder (Community Living BC/Ministry of Children and Family Development)
 - *Operational Outcomes* – agency-set for each program/service
 - ...then *Effectiveness, Efficiency, and Service Access*
- Statistical examples provided:
 - Respectively, 86% and 100% of families/caregivers from Actions Day Program and NACL Employment Services agreed with the survey statement “Are you satisfied that this program is meeting this person’s needs?”
 - Respectively, 100% and 96% of persons served within Residential Services and Home Share agreed with the survey statement “I’m well cared for in my home.”
 - This is indicative that our persons served feel safe and secure
- Agency goals are set while supporting persons served, based on progress within the Quality of Life Domains
 - We have done very well on goal progress overall this past year
- Reviewing service efficiency:
 - Home Share is one of the most efficient ways to provide residential services, serving 107 individuals in 2018-2019.
 - Actions, Life Long Learning, and NACL Employment Services are at or near capacity, serving 81 people in 2018-2019.
 - Our eight group homes currently serve 35 people.
- Reviewing program access for our CLBC/MCFD referrals:
 - We have accommodated two youths residentially in the past year. They live in our youth residences, one of which was added this summer.
 - 100% of individuals referred to the day programs have been accommodated.
 - Home Share continues to accommodate many new referrals.
- Recommendations for our Quality Improvement Plan (QIP) have just been finalized for 2019/2020

3. CORE SERVICE PRESENTATION – COMMUNITY INCLUSION

- Jennifer Carano (Community Services Manager), with the assistance of Randy Humchitt (Deputy Executive Director), updated everyone on our Community Inclusion Programs via a PowerPoint presentation

A. Actions Day Program Review

- Jennifer started working with Actions Day Program 18 months ago, when their in-depth review began
 - Since then, her focus has been implementing the recommendations from that review
- For example, one recommendation was for persons served to have the opportunity to give input into their programs
 - They are fully encouraged to steer the direction of their learning (i.e. from recipes in cooking class and experiments to try in science class, to the careers explored in pre-employment class)
 - This change has empowered people to speak up about wants/needs, because they know we are listening

- Another recommendation was around program flexibility
 - We now better accommodate choice and change, with the ability to try out classes and switch if expectations aren't met or interests change
 - Flexible start and end times are now in place as well, in order to accommodate people's lives
- Focus has now shifted to skill development in all day program activities, including peer mentoring
 - Peers are empowered to take on leadership roles and share their skills within classes/activities
 - For example, one person now sets up the looms and teaches newcomers in weaving class
 - Jobs are identified within each class that individuals can learn and pass on to their peers
- The last recommendation was for Actions to introduce new programs focusing on employment
 - This summer a new Vocational Counselor position was introduced to provide skill development and employment prep
 - The newly-developed curriculum has 10 new classes starting in October
 - Both pre-employment and skill development classes will be offered every day of the week, enabling access no matter what day(s) a person served attends

B. Life Long Learning Program Review

- In the winter of 2018, NACL's Life Long Learning Program also underwent a thorough review
- Highlights of its recommendations included examining the curriculum to increase skill development, incorporating pre-employment skills, and merging the program physically back into the Actions space to support the instructor and align their pre-employment focus with requirements for job seekers within NACL Employment Services
 - Immediate changes made were renovations to the day program space to accommodate a classroom for Life Long Learning, as well as one position being re-classified to a Vocational Counselor to focus on pre-employment skill development, plus independence at home and in the community
- NACL is committed to offering inclusion and employment services that are innovative and meet the needs of the individuals we support
 - These changes would not have been possible without the courage, vision, and willingness of persons served and all who support them
 - Input from persons served will continue to drive the evolution of our Community Inclusion services
- The presentation concluded with a YouTube video of a new initiative – a "Dance Jam," in partnership with Crimson Coast Dance Society

4. GUEST PRESENTATION – PLANNED GIVING

- Laurie Bienert (Executive Director of the Nanaimo Foundation) gave a presentation on planned giving
 - Nanaimo Foundation holds NACL's Endowment Fund, which was created three years ago

- We want to build this fund for a more sustainable future, as reliable funding is the lifeblood of organizations like NACL
 - Donations are placed in income-earning endowment funds, and the interest comes back to NACL for their programs
- As members, stakeholders, and friends – anyone can donate to the endowment fund or leave a legacy gift
 - There are many different ways to make gifts; via cash, cheque, or other ways that can make difference to you and loved ones
 - You can direct funds towards a cause you’re passionate about and receive tax benefits
- Laurie enjoys working with NACL; the Nanaimo Foundation administers and focuses on building the fund, also doing the annual audits on it – thereby enabling NACL to focus on what it does best
- Assets are held by two investment managers, with a 7.5% annualized rate of return; there are benefits to watching donations grow
 - The cost recovery fee re filings/investment management is 1.5%
- Laurie can offer donors guidance on different forms of giving
 - Gifts of securities have great tax benefits as there is no capital gains tax to pay, and a tax receipt is issued for the value of the security on the day it is gifted
- Laurie encouraged everyone to think about their legacy – think of creative tax benefits, and what could be gifted to NACL?
 - Rack cards with information are available to take tonight
 - Please have a look and see how to support the NACL Endowment Fund

BUSINESS MEETING

1. APPROVAL OF MINUTES

Motion:	To approve the minutes of the September 24, 2018 Annual General Meeting, as amended
MSC:	Oskar Rolko/Paul Best

Discussion:

- Date to be corrected in the first bullet under Call to Order/Opening Remarks to say “September 24, 2018” as last year’s AGM date

Motion:	To approve the minutes of the March 18, 2019 Special Membership Meeting
MSC:	John Horn/Tim Tessier

Discussion:

- None

Motion:	To approve the minutes of the April 9, 2019 Special Membership Meeting
MSC:	Oskar Rolko/Marg Fraser

Discussion:

- None

Motion:	To approve the minutes of the April 29, 2019 Special Membership Meeting
MSC:	Tim Tessier/Karen Milner

Discussion:

- Uplands was originally supposed to receive its funding as a grant (\$7.7M project, with \$5.5M forgivable); however, because it was called a loan, that triggered the need for membership approval

2. PROPOSED BYLAW CHANGES

- Cees van Oosten (President) gave the presentation regarding the proposed Bylaw changes
- A summary of the proposed changes (including rationale behind them), along with the current and proposed Bylaws (in draft) were included with the AGM package e-mailed to the membership on September 9, 2019
- Each proposed change was reviewed
 - We need to incorporate further clarity re bringing on new Board members mid-year
 - We had always done it that way, but legal concerns drove us to change the language
 - Suggested nominations process change as the new Article IV, Section 6
 - This removes nominations from the floor, having nominations declared in advance of the AGM
 - Other proposed changes provide further clarity on officer elections/terms, filling vacancies, Directors’ meetings quorum, etc.
 - Also, personal identifiers were made neutral throughout the document (i.e. becoming “they” instead of “he” or “she”)
- All Board members are responsible for ensuring NACL’s best interests are at heart

Motion:	To approve the proposed Bylaw changes as proposed
MSC:	Tim Tessier/Paul Best

3. SPECIAL RESOLUTIONS RE 3401 UPLANDS DRIVE

- Cees van Oosten (President) outlined the request for the Special Resolutions re 3401 Uplands Drive, with the assistance of Graham Morry (Executive Director)
 - The resolution itself was e-mailed to all members in good standing on September 9, 2019 as part of the AGM package, and the additional information (rationale) was e-mailed on September 13, 2019
- We have had challenges with the neighbour to our Uplands Housing Project, and they offered to have us buy their property, which has two homes on it
 - BC Housing is excited about the opportunity to expand our residential options (i.e. potentially serving seniors)
 - We are confident we will be able to cover the debt servicing, and the Board encourages NACL to take opportunities

- This will be a wise investment on several levels

Motion:	BE IT RESOLVED AS SPECIAL RESOLUTIONS THAT: <ol style="list-style-type: none"> 1. Subject to the completion of all due diligence and the satisfaction of the Directors, the Society purchase the lands and premises located at 3401 Uplands Drive, Nanaimo, BC (the “Property”) at a Purchase Price of \$1,100,000.00, plus all necessary closing costs, and on the other terms and conditions to be approved by the Directors; 2. The Society borrow the sum of up to \$1,100,000.00 (the “Loan”) from Coastal Community Credit Union or such other lender as may be approved by the Directors in order to complete the purchase of the Property, and that the Society create and issue such mortgage security, general security agreements, and collateral securities as may be required by such lender in order to secure the Loan, and that any 2 directors of the Society be and are hereby authorized to execute and deliver all such contracts of purchase and sale, securities, deeds, documents and other writings and to do such acts and things in connection with the purchase of the Property and the Loan as they, in their discretion, may consider to be necessary or desirable for giving effect to these resolutions and for the purposes of fulfilling the requirements of the Lender.
MSC:	John Horn/Glen Husband

4. PRESENTATION OF 2018/19 FINANCIAL STATEMENTS

- Paul Best (Treasurer) thanked and welcomed Cory Vanderhorst of MNP, who presented the audited financial statements as at March 31, 2019, as well as a summary overview of the financial status of the association
- Cory summarized the auditing process and gave highlights from the statements enclosed within the Annual Report
 - This is a snapshot of assets and funds managed by NACL
 - **Balance Sheet (Statement of Financial Position) – Page 1**
 - Total assets were \$7.1M, with \$5M being physical (capital) assets – including the new Hammond Bay duplex and preliminary work on Uplands

- Liabilities were \$4.2M, with the largest component being long-term debt – that increased to \$2.7M to pay for the Hammond Bay duplex
- Fund balances show \$2.9M of equity
 - \$1.6M represents investment into capital assets; \$188K is internally restricted funds; \$299K is externally restricted funds; \$807K is unrestricted funds
- **Statement of Operations and Changes in Fund Balances – Page 2**
 - Total revenues this year were \$10.7M, including funding from CLBC, MCFD, donations, and grants
 - This is up about 10% from last year, as a result of things like a full year of being operational at Maxey Road Home, plus expanded residential programs
 - Expenses were \$10.3M, representing an 8.5% increase
 - This was inclusive of salaries/wages, and programming costs to pay for services provided
 - Total excess of revenues over expenses is \$402K
 - \$114K loss on disposal of capital assets represents the old Uplands building, which was written off for the new project
 - The resultant \$287K surplus is fairly consistent with the prior year
- The Auditor’s Report is accepted by the Board rather than the membership, so no motion is required

5. APPOINTMENT OF AUDITORS

- Paul Best (Treasurer) made the motion to once again appoint MNP as NACL’s auditing firm for the coming year

Motion:	To appoint MNP as the auditors for the 2019/20 fiscal year
MSC:	Paul Best/Phyllis Horn

6. ELECTION OF DIRECTORS

- Tim Tessier (Director, and Chair of the Board Development Committee) presented this section of the meeting
 - Tim was tasked with Board recruitment and development over the past few months
 - We will first recognize those departing from the Board or changing roles

A. Board Member Farewells/Changes

- Julie Stevens will be retiring from the Board this year, after 10 years of service (per Bylaw Article IV, Section 3)
 - Tim didn’t know how being on the Board would change his life, but Julie’s passion was always very clear
 - Julie joined the Board in June 2009, and has served as Director, Vice President, and President during her tenure
 - Julie was thanked for her contributions to the NACL Board of Directors, and given a token of appreciation
 - Julie is leaving a legacy, and we can’t lose that; she still plans to participate in the community awareness task force

- Graham Morry (Executive Director) also recognized the two other outgoing Board members:
 - M. Lynn Rolko joined the Board in February 2015
 - Graham has known Lynn for 30 years, through the community living sector
 - She has always advocated so well for families and persons served
 - Lynn always brought us “back to the ground”
 - Tim Tessier joined the Board in September 2016
 - Tim first came to our attention at an all-candidates meeting; he’d done his homework about NACL
 - Tim may not have had a direct connection with our sector previously, but got deeply involved – bringing outside knowledge and some brilliant community connections to us
 - Graham thanked Tim for being a sounding board
 - Tokens of appreciation were given to both, with Lynn’s being given to her husband Oskar
- Graham also recognized the outgoing Board President, Cees van Oosten, who has served in the role from 2015 to present
 - Cees will continue to serve on the Board in a different capacity
 - He has been an amazing support to Graham for all the time and effort put in, helping us to improve systems and accreditation under the governance realm
 - Cees has always been there, keeping Graham on task
 - Cees noted it’s a pleasure to have been President; he and Graham had a good working relationship (they “hit it off”), and he thanked everyone for their support
 - A token of appreciation was given

B. Election of NACL Directors

- The election of the Board of Directors is a critical piece of our organization
 - We are governed by NACL Bylaws regarding the Board election
- Tim reminded of NACL’s Bylaw Article IV, Clause 2 and also the Societies Act, Part 1 for “Ordinary Resolutions” and “Special Resolutions” concerning nominations of Directors:
 - The Societies Act does not deny nominations from the floor.
 - NACL Bylaws state in Article IV, Clause 2 that:

“The Board shall consist of such number of Directors as determined by the Board from time to time, and in no case less than five (5) and no more than eleven (11) Directors.”
- There are bios on each known Board Nominee in the Annual Report package for the members’ information
- The slate of Directors as originally presented by the Board Development Committee is (in alphabetical order by last name):

Paul Best
Phyllis Horn
Daniel (Dan) Johnston
Kirsten J. Madsen
Oskar Rolko
Cornelis (Cees) van Oosten

- There were no nominations from the floor
- As such, the slate of nominees was again presented as follows:

Paul Best
Phyllis Horn
Daniel (Dan) Johnston
Kirsten J. Madsen
Oskar Rolko
Cornelis (Cees) van Oosten

- The Board was appointed by acclamation

Motion:	That the above slate of nominees being: Paul Best, Phyllis Horn, Daniel (Dan) Johnston, Kirsten J. Madsen, Oskar Rolko, and Cornelis (Cees) van Oosten be accepted as Directors for the fiscal year 2019/2020, pending completion of due diligence where applicable
MSC:	Tim Tessier/Julie Stevens

6. NEW BUSINESS FROM THE FLOOR

- None

CONCLUDING REMARKS/ADJOURNMENT

- Cees van Oosten (President) made a few concluding remarks, thanking everyone for attending and offering refreshments
 - The new Board was requested to convene for a post-AGM meeting

Motion:	To adjourn NACL’s 33 rd Annual General Meeting at 8:46 p.m.
MC:	Julie Stevens

CHAIR – SIGNATURE

DATE