



COLLEGE OF APPLIED BIOLOGISTS

Professional Accountability

2024 Annual General Meeting Draft Minutes

Thursday, April 4, 2024

Vancouver Island Conference Centre in Nanaimo, BC

Start Time: 4:00 pm

M I N U T E S

1. Call to order & introductions.

Chair Sean Sharpe, RPBio, called the AGM to order at 4:10pm. Quorum was confirmed.

2. Approval/Additions of the agenda

No amendments or discussion.

i. MOTION to approve 2024 agenda.

Moved by Wayne Wall, Seconded by Vanessa Craig. Motion Carried.

3. Approval/Amendment of the 2023 minutes

i. MOTION to approve minutes from 2023 Annual General Meeting

Moved by Victoria Burdett-Coutts, Seconded by Nyssa Temmel. Motion Carried.

4. Resolutions

There were no eligible resolutions submitted by the deadline.

5. *In Memoriam*

Chair recognized four registrants that passed away in 2023. He requested a moment of silence for them.

6. Annual Reports

o Governance

Board Chair Sean Sharpe presented the Governance Report.

o Business

College CEO Christine Houghton presented the Business Report.

7. Finance Report

o 2023 Financial Audited Financial Statement

Finance Chair Mark De Croos provided a summary of the 2023 audited statements.

The College Board reappointed KPMG as auditor for the 2024 fiscal year

8. Lay Member Report

Brittany John presented the Lay Members Report on behalf of the College's Lay Board Members

9. Elections Results

Chair announced the results of the 2024 nominations process: Kathryn Graham and Bob Redden were elected to the Board, and Corinna Hoodicoff was elected Vice Chair

10. Thank you to volunteers.

Chair thanked individuals for donating their time to the College's committees, working groups and task forces over the past year.

11. Passing of the gavel

Sean Sharpe's term as Chair ends and he becomes Past Chair; Victoria Burdett-Coutts becomes chair of meeting as new Chair.

Victoria expressed her thanks to Sean for his leadership and looked forward to continuing to work with him

12. 2024/25 Board

- Introductions

Chair introduced the Board for the 2024/25

- Swearing of the Oath

Registrar Elaine Vale delivered the Oath of Office to the assembled Board (one board member was absent):

- Victoria Burdett-Coutts, Chair
- Corinna Hoodicoff, Vice Chair
- Seán Sharpe, Past Chair
- Denis Dean
- Megan Hanacek
- Kathryn Graham
- Bob Redden
- Mark De Croos, Lay Board Member
- Brittany John, Lay Board Member
- Jason Kuzminski, Lay Board Member (absent)
- Susan Wells, Lay Board Member

13. Closing remarks

Chair noted that a reception would be held during the evening.

14. Adjournment

- i. **MOTION to adjourn 2024 AGM at 5:24pm.**

Moved by Steven Wilson, Seconded by Corinna Hoodicoff. Motion Carried.