



# 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.**