



2023 Annual General Meeting Draft Minutes

Thursday, April 13, 2023

Manteo Hotel, Kelowna, BC

Start Time: 4:00 pm

## M I N U T E S

### 1. Call to order & introductions

Chair Alexandra de Jong Westman, RPBio, called the AGM to order at 4:02pm.  
Quorum was confirmed.

### 2. Approval/Additions of the agenda

No amendments or discussion.

#### i. MOTION to approve 2023 agenda

**Moved by Seán Sharpe, Seconded by Wayne Wall. Motion Carried.**

### 3. Approval/Amendment of the 2022 minutes

#### i. MOTION to approve minutes from 2022 Annual General Meeting

**Moved by Corinna Hoodicoff, Seconded by Victoria Burdett-Coutts. Motion Carried.**

### 4. Resolutions

There were no eligible resolutions submitted by the deadline.

### 5. *In Memoriam*

Chair recognized one registrant that passed away in 2022. She requested a moment of silence for them.

### 6. Annual Reports

#### o Governance

Board Chair Alexandra de Jong Westman presented the Governance Report.

#### o Business

College CEO Christine Houghton presented the Business Report.

### 7. Finance Report

#### o 2022 Financial Audited Financial Statement

Finance Chair Mark De Croos provided a summary of the 2022 audited statements.

The College Board reappointed KPMG as auditor for the 2023 fiscal year

### 8. Lay Member Report

Theresa Fresco presented the Lay Members Report on behalf of the College's Lay Board Members

### 9. Elections Results

Chair announced the results of the 2022 nominations process which resulted in Denis Dean, RPBio being acclaimed as Board member and Victoria Burdett-Coutts, RPBio being acclaimed as 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

Alexandra de Jong Westman's term as Chairs ends and she becomes Past Chair; Seán Sharpe becomes chair of meeting as new Chair.

Seán expressed his thanks to Alexandra for her leadership and looked forward to continuing to work with her

### 12. 2023/24 Board

- Introductions

Chair introduced the Board for the 2023/24

- Swearing of the Oath

Registrar Shona Lawson delivered the Oath of Office to the assembled Board (two board members were absent):

- Seán Sharpe, Chair
- Victoria Burdett-Coutts, Vice Chair
- Denis Dean
- Corinna Hoodicoff
- Hannah Horn
- Mark De Croos, Lay Board Member
- Brittany John, Lay Board Member
- Theresa Fresco, Lay Board Member
- *Megan Hanacek (absent)*
- *Deborah Stanyer (absent)*

### 13. Closing remarks

Chair noted that the College would be celebrating 20 years of the College during the evening

### 14. Adjournment

- i. **MOTION to adjourn 2023 AGM at 5:03pm.**

**Moved by Seán Sharpe, Seconded by Brian Clark. Motion Carried.**