

# ***BALSAM LAKE ASSOCIATION INC.***

## **MINUTES OF THE ANNUAL GENERAL MEETING HELD OCTOBER 2, 2016**

### **1. Call to Order**

The Members of the Balsam Lake Association Inc. met on Sunday, October 02, 2016 at the Kirkfield Museum. Present for this meeting were:

Doug Erlandson, President  
Bob Nixon, Vice President  
Gerry McKeown, Treasurer  
Ross Bird, Secretary  
Barb Peel  
Cindy Lee  
Craig Mather  
Jeff Taylor

Regrets were received from Mike Lange

Doug Erlandson called the meeting to order at 9:00 AM

This was the first AGM being held in accordance with the Balsam Lake Association By-Law 2016-1 which was approved at the AGM held on June 4<sup>th</sup>, 2016.

### **2. Agenda**

Item 4 on the published agenda, "Approval of the 2015/16 Financial Statement" was deleted as this approval was already received at the AGM on June 4<sup>th</sup>, 2016.

**Motion:** It was moved by Gerry McKeown and seconded by Craig Mather that the Agenda dated September 28, 2016, be adopted with item 4 deleted. **Carried.**

A copy of the Agenda is attached.

### **3. Approval of Previous Minutes**

Minutes of the previous two AGM's requiring approval had been distributed to all Board members prior to this meeting.

3 (a). Minutes of the Aug 9/15 AGM, Draft 1, dated Sept 20/15.

**Motion:** It was moved by Gerry McKeown and seconded by Bob Nixon that the Minutes, as circulated, be approved. **Carried.**

3 (b). Minutes of the June 04/16 AGM, Draft 1A, dated July 7/16.

**Motion:** It was moved by Barb Peel and seconded by Jeff Taylor that the Minutes, as circulated, be approved. **Carried.**

3 (c) It was proposed that the Secretary could circulate the AGM draft Minutes for preliminary approval before having them posted on the web site rather than waiting until after the next AGM to post the minutes.

The use of a version number instead of the word “draft” would provide better optics for the web site.

#### **4. Treasurers Report**

Deleted as per item 2 above.

#### **5. Approval of By-Law Amendments**

As a result of comments that had been received at the AGM on June 4<sup>th</sup>, 2016, Doug proposed some minor amendments to Association By-Law 2016-1. A copy of the proposed amendments had been circulated to all Directors prior to this meeting. There were no comments on the proposed amendments.

**Motion:** It was moved by Bob Nixon and seconded by Gerry McKeown that the amendments as circulated be approved. **Carried.**

**Action:** Doug will finalize the document and circulate a signed pdf copy.

Comment regarding Legal Review of By-Law 2016-1: Cindy expressed concern that no action has been forthcoming on getting a legal review of the By-Law. It was noted that the Board had committed to a legal review as reflected in the 2016 AGM Minutes, Item 3.14, and that now that amendments resulting from that AGM had been approved the Board will proceed. Doug noted that we currently have no idea of the cost involved.

**Action:** Doug agreed to try to obtain a ballpark figure for discussion by the Board.

#### **6. Appointment of New Directors**

The following six existing Directors have agreed to continue to serve: Bob Nixon, Gerry McKeown, Doug Erlandson, Barb Peel, Cindy Lee, and Mike Lange.

Doug introduced the following seven individuals as potential new Directors: Dean Michel, Jane Andrew, Doug Cowan, Steve Calaghan, Doug Donais, Tom Savage, and Grant Fraser. It was noted that the addition of these individuals would result in full representation of all 13 areas defined in the new By-Law.

**Motion:** It was moved by Doug Erlandson and seconded by Craig Mather that the proposed slate of individuals be appointed as the new Board of Directors of the Balsam Lake Association Inc. **Carried.**

## **7. Closing Comments and Adjournment**

In closing Doug thanked all of the Directors for their tremendous support during his tenure as the President of the Association and on behalf of the Association as a whole thanked those Directors who were retiring for their hard work and dedication to the community.

There being no further business, it was moved by Cindy and seconded by Jeff that the meeting be adjourned. **Carried.**

**Balsam Lake Association Inc.  
Statement of Revenue & Expense**

**As At February 28, 2017**

<b>Opening Balance March 1, 2016</b>		<b>\$ 9,659.33</b>
Interest Earned Year to Date	\$ -	
Supporter Funding Received to date	\$3,866.39	
Advertising Funds Received to date	\$ 300.00	
<b>Total Revenue</b>	<b>\$4,166.39</b>	
<b>Expenses Paid &amp; Accounts Payable</b>		
Cade Associates Insurance Brokers	\$1,636.20	
Fresh Water Summit Donation	\$ 250.00	
Coboconk-Norland & Area Chamber of Commerce	\$ 150.00	
Bob Nixon - Domain Registration	\$ 12.99	
Bob Nixon - Ashburn Community Centre Rental	\$ 32.00	
Bob Nixon - New Directors Orientation Package	\$ 19.21	
Newsletter Costs - Barb Peel	\$ 695.82	
RCL Branch 519 Coboconk Re: rental AGM	\$ 100.00	
Costs of Gifts Parting Directors	\$ 88.05	
Kirkfield Historical	\$ 100.00	
Bob Nixon - FOCA Fall Seminar - Reimbursement	\$ 200.00	
Foca Membership	\$ 125.00	
<b>Total Expenses &amp; Accounts Payable</b>	<b>\$3,409.27</b>	<b>\$ 757.12</b>
<b>Bank Position February 28, 2017</b>		<b>\$10,416.45</b>
PayPal Account Deposits	\$ 47.00	
Less PayPal Fees	-\$ 3.18	
<b>PayPal Balance as at Feb 28, 2017</b>	<b>\$ 43.82</b>	<b>\$ 43.82</b>
<b>Total Cash Position at Year End</b>		<b>\$10,460.27</b>

September 28, 2016

**AGENDA**

**BALSAM LAKE ASSOCIATION – ANNUAL GENERAL MEETING**

**SUNDAY, OCTOBER 2, 2016 AT 9:00 AM**

Kirkfield Museum, 992 Portage Road, Kirkfield.

1. Opening Remarks. (President)
  2. Adoption of the Agenda. (President)
  3. Approval of Previous Minutes. (President)
    - a. Review and Approval of the 2015 AGM Minutes, Draft 1 dated Sept 20/15.
    - b. Review and Approval of the June 4, 2016 AGM Minutes, Draft 1A dated July 7/16.
    - c. Electronic Approval of AGM Minutes. (President)
  4. Treasurer's Report and Approval of the 2015/2016 Financial Statement. (Treasurer)
  5. Approval of By-Law Amendments presented at the August 28, 2016 Regular Board Meeting as Draft 3 of Version 2 dated August 13, 2016. (President)
  6. Appointment of Directors. (President)
  7. Closing Comments. (President)
  8. Adjournment
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