



**Minutes of the Annual General Meeting (AGM) of the Canadian
Heritage Arts Society (CHAS)
December 17, 2020
Place: Location: Zoom**

Meeting time: 7:00 pm

Chair: Barbara Greeniaus

1. The Secretary determined a quorum and the Chair called the meeting to order at 7:02 pm
2. The motion to adopt Roberts Revised Rules of Order (Greeniaus) was approved (21/0)
3. The Chair welcomed members to the meeting and acknowledged the Lekwungen speaking people's traditional territory.
 - a. Technical consideration of a Zoom AGM: microphones will be muted except for the speaker; non-voting members will be moved to a break-out room during the polling; use the chat function for communication.
4. The Chair confirmed that the Notice of Meeting met the requirements and deadlines laid out in the Societies Act and the CHAS bylaws.
5. Jacques Lemay moved approval of the Minutes of the Annual General Meeting held October 22, 2019. Motion approved (21/0).
6. Reports: the written reports are at the end of this document
 - a. Chair, Barbara Greeniaus:
 - Acknowledgment of the commitment of the Board of Directors including: Club 2020; frequent meetings navigating COVID-19 policies and initiatives; accessing Federal funding; continuation

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of Facilities and Development work; and the inauguration of the Cultural Safety Working Group and the Education Committees.

- Gratitude to donors, the Victoria Foundation, and the Federal Government for the funding that allowed the College to stay open and in-person.

b. The Managing Artistic Director: Caleb Marshall

- A year of adaptation and ingenuity as well as productivity and everyone should be proud of accomplishments.
- More balanced gender and BIPOC equity, new partnerships, and increased Canadian content.
- Against odds, Year 2 2020 graduated on time and we are providing in-person training now.
- Thanks to the Board for diligence; the Staff for tireless work, Faculty and Students for commitment and creativity; and Heather Burns for leadership and collegiality.

c. The Director of Education and Programming: Heather Burns

- CCPA has a great team: and 2020 was a year of great accomplishments and moments and showcased amazing fortitude and tenacity. Challenges were overshadowed by heart.
- Gratitude to the 32 faculty members who took great care and provided personal contact to students
- Gratitude to the small but mighty staff, the glue of the organization.
- Special thanks to outgoing Jackie Adamthwaite and welcome to Michelle Buck.

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7. The Treasurer: Derrold Norgaard

- The organization is financially stable and sustainable thanks to government wage subsidy and additional grants as long as the situation doesn't continue for too much longer.
- Diversifying revenue to compensate for somewhat reduced tuition revenue.
- 60% of expenses are payroll and artistic operations, 11% to rent.
- Gratitude and credit to Linda Krauel of Allen and Krauel for years of excellent service to the College and Society.
- Appreciation from Jacques Lemay to Linda Allen Best practice is for an organization to change auditors every 6-10 years to bring a fresh look to the financial practices. A competitive process for a new auditor resulted in choosing KPMG LLP going forward.
 - a. Motion: That the audited consolidated financial statements for the short year ended June 30, 2019 be accepted as presented. Motion approved (21/0).
 - b. Motion: That the audited consolidated financial statements for the year ended June 30, 2020 be accepted as presented. Motion approved (21/0).
 - c. Motion: That KPMG LLP be appointed to perform an audit for the 2020-21 financial year ending June 30, 2021. Motion approved (21/0).

8. Motion: To elect Joan Yates and Austin Eckert to the Board for three year terms. Motion approved (21/0).

- a. Full slate of Directors attached.

9. The Chair terminated the meeting at 7:40 pm

10. Other:

- a. Astonishment, gratitude, and congratulations from Janis Dunning for amazing work.
- b. Video clip of the 2020 Year 2 graduates.

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Date approved: _____

Director signature: _____

Director signature: _____

Slate of CHAS Directors: 2020-2021

Directors elected to a three year term beginning December 17, 2020

Joan Yates: Former VP and current Faculty of Camosun College

Austin Eckert: Performing Artist and CCPA alum

Directors who are beginning year 2 of a 3 year term:

Roxanne Helme: Q.C., partner with Green & Helme law firm

Derrold Norgaard: CPA, CFO of Green Sky Labs

Duncan Low: PhD (Simon Fraser) in Communications

Patricia O'Brien: Finance Officer, Belfry Theatre

Yukari Peerless: owner of Lucid Communications, blogger

Maureen Shaw (2nd term): retired President of Industrial Accident Prevention

Directors who are beginning year 3 of a 3 year term:

Barbara Greeniaus: retired Provincial Librarian

Jean Ives: retired educator

Randall Mang: President Randall Anthony Communications

Jean Medland: realtor

Michael Shepherd: retired lawyer

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