

CIELAP ANNUAL GENERAL MEETING

1 First Canadian Place
Davies, Ward & Beck
Toronto, Ontario
Thursday, November 30, 2000, 6 to 9 pm

Minutes

In attendance:

Alice Casselman
Karen Clark
Gordon Cobb
Nicola Crawhall
Brad Cundiff
Andrea Issac
Jack Johnson
Don Kerr
Rob Kerr
Kumarie Khadoo
Murray Klippenstein
Jennifer McKay
Anne Mitchell
Amanda Montgomery
Marjorie Lamb
Nina Lester
David Oved
Ellie Perkins
David Powell
Norman Rankin
Pamela Robinson
David Scriven
Krysta Siuda
Steffanie Stocco
John Vincett
Madelyn Webb
Greggory Wogt
James Yacoumidis

1. Welcome and Introductions

Dr. David Powell, CIELAP President welcomed the guests to CIELAP's 30th annual general meeting. Each guest briefly introduced him or herself.

2. Minutes of last year's Annual General Meeting (AGM)

David Powell asked the guests if there were any questions or comments about the minutes from last year's AGM. There were none.

Motion: To adopt the minutes from last year's AGM

Marjorie Lamb moved to adopt the minutes, David Powell seconded.

The Board voted unanimously in favour of adopting the minutes from last year's AGM.

3. President's Introductory Remarks

David Powell discussed the reduction in CIELAP's deficit from \$53,146 in June 2000 to \$1,717 in June 2001. He informed that guests that as of October 2000, CIELAP had a small net surplus. He noted that CIELAP was able to reduce its deficit due to the hard work of the executive director and the staff and changes were being implemented in tracking project costs.

4. Executive Director's Report

Anne Mitchell, CIELAP's Executive Director discussed CIELAP's 1999-2000 Annual Report. Anne stated that the number one objective over the past year has been to address the deficit and it has been a tremendous achievement to reduce the deficit ahead of schedule. Anne thanked the staff and management committee for their hard work in helping to achieve this.

Anne reminded the guests of CIELAP's goal and mission and highlighted the successes of CIELAP over the past year.

The successes of CIELAP over the past year have included:

- 110 interviews (newspaper, radio, magazine) from the release of Ontario Open for Toxics; Anne commented that this level of coverage is unprecedented for CIELAP and for environmental groups;
- the release of the 4th and 5th year CSR reports, which have become a reference document for people concerned about the environment in Ontario;
- the strengthening of partnerships such as Costa Rica's Fundacion Ambio on the issue of organic agriculture;

- the release of CIELAP's Citizen's Guide on National Pollutant Release Inventory (NPRI);
- CIELAP has raised its profile with government, industry and media;
- CIELAP has raised its profile among the Canadian public; evidence includes 1500 people visit CIELAP's website per month; increased number of requests for information and appeals for help; and an increased number of young people seeking us out and offering to help.

Anne discussed the staff transition over the past year and commented that CIELAP's challenge is now to build its capacity. Anne thanked the staff for their hard work over the past year and the guests applauded the staff for their efforts. Anne also thanked CIELAP's volunteers and interns, research associates and partners for their efforts over the past year.

David Powell thanked Anne Mitchell and the staff on behalf of the board.

5. Presentation of Audited Financial Statements

Financial Statements, June 30, 2000-11-30 were distributed to the guests. Murray Klippenstein, CIELAP Board Member reviewed CIELAP's statement of financial position and highlighted that the deficit has been reduced to \$1700 in June 2000 and has since been eliminated. Murray commented that CIELAP was able to reduce its deficit without staff losses and thanked the staff and CIELAP's bookkeeper, Steve Kotze for improving CIELAP's management procedures.

6. Appointment of Auditors

Motion: To appoint PriceWaterhouseCoopers as CIELAP's financial auditors
David Powell moved, Murray Klippenstein seconded

The Board voted unanimously in favour of adopting the motion.

7. Introduction of Board of Directors

David Powell introduced the five new CIELAP board members to the guests. He five new board members are Nicola Crawhall, Rob Kerr, Nina Lester, Ellie Perkins, and Pamela Robinson. The new board members introduced themselves and provided a brief background of their work experience.

8. CIELAP: THE NEXT FIVE YEARS - Presentation and Discussion

Anne Mitchell made a presentation on “Building CIELAP’s Strengths and Effectiveness”. Anne highlighted CIELAP’s vision, mission and strategic goals.

Anne discussed the following issues:

- CIELAP has initiated a process to market CIELAP to the broader public
- The group “Associations Only” is assisting CIELAP to achieve that goal and to use our logo in a more clear way, identify key messages CIELAP wants to put out and help CIELAP develop a marketing strategy

Anne briefly highlighted the four areas of CIELAP research including the NPRI projects, the mining and hazardous waste projects, biotechnology research, environmental accountability, the Sustainable Toronto project, and the water information network.

9. Discussion

During the discussion period, the following issues were discussed:

1) Opportunities for building CIELAP’s capacity

Anne Mitchell stated that CIELAP has undertaken a capacity building project involving the development of a strategic marketing plan, a management framework and a 5-year plan. Anne discussed opportunities for involving other sectors in CIELAP’s work such as convening a spring workshop of experts in various sectors to develop program priorities for the 5-year plan. Anne asked the board for their input on how CIELAP can engage the board in this process.

2) Disseminating CIELAP’s message and partnerships

The group discussed the challenge of making CIELAP’s research further known in other sectors so that the ecological sustainability debate can grow. David Powell stated that CIELAP has found it difficult to disseminate its research to a broader audience and that partnerships would help CIELAP achieve its goal of disseminating its message beyond its current audience. David Powell welcomed David Cobb’s suggestions of CIELAP partnering with the Strategy Institute in its conferences on various issues (e.g. drinking water conference).

Nicola Crawhall asked for clarification on what CIELAP envisioned when setting up the partnership conference. Karen Clark, CIELAP legal advisor stated that CIELAP has to disseminate its research to a more fertile audience to implement actions. CIELAP wants corporate, industrial and government sectors to listen to what it has to say and CIELAP can achieve this objective through partnerships with groups such as the Strategy Institute and other NGOs (e.g. faith and multicultural groups). Madeline Webb suggested that

CIELAP should play a role in bringing together various sectors (i.e. scientists and lay-people through convening arms length conferences or multi-sectoral tables.

Pamela Robinson asked how well CIELAP has reached beyond people already committed to environmental interests. Anne Mitchell responded that CIELAP has better contacts in government than in industry. Karen Clark stated that the CIELAP's marketing strategy and 5-year plan will help achieve CIELAP's reaching out to other sectors.

Rob Kerr asked who is it CIELAP is trying to lead and how well has CIELAP defined the markets it wants to reach. Anne Mitchell invited the board to help CIELAP answer those questions.

David Powell thanked the guests for attending the meeting.

The meeting concluded at 7:45 pm.