Official Minutes
CIELAP Annual General Meeting
November 26, 2008, 6:00 pm at the NFB

Present: Nicole Geneau, Ellie Perkins, Paul Young, Jackie Campbell, Maureen Carter-Whitney, Anne Mitchell, Grant Cavan, Gail Bergman (auditor), Carolyn Webb, Paul Bottero, Alex Matan, David Bell, Phil Byer, Steve Kotze

Regrets: Sandra Odendhal, Sophia Chan-Combrink, David Powell, Dick Ballhorn

Grant Cavan welcomed everyone and remarked that it has been a very positive year, particularly for CIELAP's financial situation.

Minutes from the 2007 AGM: Ellie moved that these be adopted. Seconded by Paul Young. The minutes were approved with no opposition.

Grant reiterated that it has been a very successful year for CIELAP. The Federal government passed the Sustainable Development Act, something which CIELAP has worked to have take place. It has also been a good financial year. The previous year began with a deficit and ended with a surplus. There has been a lot of positive feedback from external stakeholders. Grant thanked the CIELAP staff for making this happen.

Anne thanked the staff and board and stated that CIELAP is working well as a team. She presented the Annual Report and highlights from the year.

Financial Statements

Nicole Geneau, treasurer, presented CIELAP's financial statements.

Gail Bergman, CIELAP's auditor from Chaplin & Co., stated that CIELAP had a clean audit and that everything is in order. She reiterated that CIELAP's financial picture is much healthier than it was over the previous two years, when Chaplin & Co. took over as the auditor. CIELAP ended the year with $9,000 in equity and was able to implement staff bonuses. She recommended that money continue to be put into a reserve.

Question: Why is $91,000 reported as a liability?
Answer: Because this money has been received for an intended purpose and CIELAP has an obligation to complete the specific project or activity.

Paul Young moved to receive the financial statements; Ellie seconded. The 2007/08 financial statements were received as audited.

Appointment of Auditors for 2008/09 Year: Nicole moved that Chaplin & Co. be appointed as CIELAP's auditor for the 2008/09 financial year. The motion was seconded by Jackie, and approved by all.

Nominations

Nominations to the board of directors: The names put forward to serve on the board for 2008/09 were: Jackie Campbell; Grant Caven; Sophia Chan-Combrink; Nicole Geneau; Sandra Odendahl; Ellie Perkins; David Powell; Paul Young; Paul Bottero; Alex Matan; Dick Ballhorn; Sue Endicott. Lynne Marie Caissie had withdrawn her application due to time constraints.

The motion to appoint these individuals to the Board of Directors for 2008/09 was moved by Ellie and seconded by Paul Young. All were in favour.

Future Priorities

Anne put forward that CIELAP sees itself as a convener and focuses on emerging and neglected issues. One issue to consider is how CIELAP could provide insight regarding the current economic crisis.

Maureen provided an overview of CIELAP's recent achievements and future priorities. (See Update Report). She invited members of the board to join the Research Committee and contribute to CIELAP's ongoing work, particularly to help review reports and help link CIELAP staff to external contacts. Maureen will pull together a meeting of the committee in early January.

David Bell presented fundraising 101. David will provide the pdf of the presentation, other fundraising articles, and a list of fundraising intern programs to the board to help them get an idea about how board members can contribute to CIELAP's fundraising efforts. David will be joining CIELAP's Communications and Fund Development Committee.

Adjournment: The annual general meeting was adjourned.