

CIRCUSWEST PERFORMING ARTS SOCIETY

Minutes of the 2018 Annual General Meeting

DATE: **November 28, 2018**

TIME: 7:04pm

PLACE: Hastings Room, PNE Hastings Park, 2901 East Hastings Street, Vancouver, BC

IN ATTENDANCE:

President Sinclair, Vice President Rodger, Treasurer Froehlich, Secretary Rostagno, Director McGregor, Director Hart, Director Lee Kyle, Managing Director Virpi Kangas, Artistic Director Jay Nunns.

Members: Andrew Stewart, Halldor Bjarnason, Aronjit Lageri, Heather Pottinger, Conrad Brander

1. MEETING CALLED TO ORDER

President Sinclair, Meeting Chair, welcomed everyone and called the meeting to order. Board Secretary Paul Rostagno acted as recording secretary for this AGM. President Sinclair advised the notice for this meeting was posted on November 7, 2017 via email to members and also on the website, further documentation being available at the information table to those present.

2. TERRITORIAL ACKNOWLEDGEMENT

The Chair acknowledged she was chairing the meeting on the unceded territory of the Coast Salish peoples, including the territories of the Musqueam, Squamish, Stó:lō and Tsleil Waututh Nations

3. ESTABLISH QUORUM

Referring to Circus West Bylaws, the Chair advised that quorum for the Annual General Meeting was 10 members and that quorum was established. Accordingly, meeting was declared regularly and duly called and ready for the transaction of business.

4. APPROVAL OF AGENDA

The Agenda had been made available to all present.

MOVED by Director Froehlich that the Agenda of the Annual General Meeting as presented to the members, be and are hereby approved. Motion Carried.

5. MINUTES OF 2017 ANNUAL GENERAL MEETING

The Minutes of the 2017 AGM, held on November 29, 2017, had been made available to all present.

MOVED by Vice President Rodger that the Minutes of the 2017 Annual General Meeting as presented to the members be approved. Motion Carried.

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6. PRESIDENT'S REPORT

It is my pleasure to welcome you to the 2018 Annual General Meeting on behalf of the Board of Directors. It has been another great year as we continue to build relationships in all areas of CircusWest from senior management to coaches, from parents to students.

The Board has worked in partnership with senior management to oversee and ensure the smooth running of the operations of CircusWest programs and performance businesses. We have redesigned many of the internal controls and administrative procedures. We have reaffirmed our strategic priorities, mission and values, and have considered the best path forward for growth and expansion. Collectively we are endeavoring to be more transparent and frequent in our communications with our members.

Everyone within the CircusWest team has stepped up and heartily embraced the many changes during the last year. We have spent the majority of our time ensuring policy and procedures were in place that are reflective of current practices both inside and outside our organization. I am proud of the body of work your Board and senior management has accomplished these past 12 months. We have made great strides to increase the profile and stature of our organization, invest in our staff members, expand our programming and offerings and grow our revenue to ensure that Circus West is in a solid position to embrace further change and continued growth.

There is still much work to be done and our members are an integral part of helping us move toward the future. We appreciate your support and look forward to greater member engagement in the coming year.

7. TREASURER'S REPORT

I am pleased to say we have had another good year. 2018 saw CircusWest achieve over \$1.0 million in revenue for the second consecutive year with revenues increasing by approximately 38% since 2014. Further, over 89% of the organization's revenues continue to be generated from its programs and performances. While the organization is running a deficit of \$24,000, this is due to organizational growth, increasing our visibility through marketing and promotion as well as growing the performance side of the business. As of August 31, 2018, the organization had over \$412,000 in cash (of which \$250,000 is to be used to fund initiatives approved by the Charities Directorate in September 2017).

Director Froehlich as Treasurer confirmed the financial statements of the Society for the fiscal year ending August 31, 2018 as approved by the Directors had been made available to all present.

MOVED by Vice President Rodger that the Financial Statements for the fiscal year ended August 31, 2018 be approved. Motion Carried.

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8. ELECTION PROCEDURES AND CANDIDATE INFORMATION

The Chair advised on the process for election of the Board of Directors for 2018-2019. As President Sinclair was herself a candidate for re-election, she designated Director Hart to assume the role of Meeting Chair and conduct the election.

According to the Bylaws, Directors serve a two-year term and may stand for the Board for a maximum of three terms before stepping down for at least one year. The process for nomination and election of Board Members was posted with the other documentation for the Annual General Meeting and copies were available for any member who wished to review them.

Director Hart asked each nominee to be acknowledged as he called their names and provided biographical information for those attending:

- Halldor Bjarnason
- Gavin Froehlich
- Aronjit Lageri
- Carole Rodger
- Paul Rostagno
- Andrea Sinclair
- Andrew Stewart

As the number of nominees was less than the maximum number of 11 as stipulated in the Bylaws, no voting was required. All nominees were acclaimed to the Board effective 7:18PM.

9. CONCLUSION OF THE MEETING

The Meeting Chair concluded the meeting and thanked those attending.

MOVED by President Sinclair that the Annual General Assembly be adjourned. Motion Carried.

Andrea Sinclair
President

Paul Rostagno
Secretary