



Canadian Association for Co-operative Education
 Association canadienne de l'enseignement coopératif

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**Canadian Association for Co-operative Education
 Annual Meeting
 Thursday, November 4, 2010 - 10:30 AM Central*
 Red River College, Princess Street Campus (Room P107)
 Winnipeg, MB**

Meeting Minutes

- 1.0 Call to order and opening remarks – 10:30 AM Central Kevin Rolston
 Kevin welcomed everyone in person and via web cast and called the meeting to order.
- 2.0 Appointment of Parliamentarian Kevin Rolston
 Gerri Acorn from the University of Manitoba was appointed Parliamentarian for the meeting.
- 3.0 Approval of the Agenda Kevin Rolston
 Motion to approve the agenda.
 Motion to approve: Anil Raheja, Memorial University
 Seconded by: Heather Skanes, Memorial University
 No discussion took place.
All in favour, CARRIED
- 4.0 Approval of AGM Minutes of November 5, 2009 Kevin Rolston
 Motion to approve the minutes as presented.
 Motion to approve: Norah McRae, University of Victoria
 Seconded by: Bruce Wilson, Guelph University
All in favour, CARRIED

Kevin noted that the vote for amendment two in the meeting minutes contains an error in the listing of votes. The breakdown of votes does not add up to the total however Kevin confirmed that the total vote count listed is correct and does not change the outcome of the proposed amendment. Kevin also noted that the full vote count details are not available here at the AGM but that the Board will access those numbers and update the minutes at a later time. No concerns with this were identified.

- 5.0 Reports
 - 5.1 President's Report Kevin Rolston
 In addition to what is written, Kevin noted that it has been a fantastic year highlighted by an outstanding conference in PEI. At the conference there was a great discussion about the definition that will continue online and throughout the 2010/11 year.
 - 5.2 Treasurer's Financial Report Kevin Rolston/Shane Philippe
 - 5.2.1 Approval of the 2009/10 Financial Report- Year-ended 08/31/10
 Kevin Rolston reported on behalf of Shane Philippe who was not able to attend today's meeting.

Diane Kunec of the University of Manitoba asked about the progress in adjusting membership dues to increase overall membership. Kevin noted that membership revenue is down due to a few circumstances: CAFIP collapsed and as a result their group fee was not paid. Instead it is up to individual members to join on their own. Also, we are in the middle of the membership drive so full revenues have not been realized as of yet. Even so, Kevin believes that we are on track.

Kevin noted a number of items worth highlighting to the membership. On page four of the financial statement, the Auditor requested that CAFCE record the entire revenue of the 2010 conference and then deduct CAFCE Atlantic's revenue. He also noted that \$2000 in additional revenue can be attributed to ACE's contribution to the 2009 AGM in order to provide all members with access to the event. Under the meetings line item, Kevin noted that this is not exclusive to meetings alone but also included travel for the CAFCE executive and the office manager to attend conferences and meetings as well as the cost for the Vancouver AGM web cast. Membership costs also include an amount paid to WACE for CAFCE members to have a dual membership. Lastly, Kevin explained that the Auditor costs can be found under Professional fees.

Diane Kunec asked why there was not a charge to attend today's AGM when there was a charge for the Vancouver AGM. Kevin shared a goal of the Board is to focus on membership benefit. Those who could attend in person or via webcast as members were not charged. Only non-members were charged a fee. Diane Kunec followed up with the question "What is the plan going forward?" Kevin responded that CAFCE is in the positive and that the focus is to continue to maintain a lean budget that provides benefit to members.

Motion to approve the 2009/10 Financial Report, year ended 08/31/10

Motion to approve: Cliff Harrison, SIAST

Seconded by: Heather Skanes, Memorial University

All in favour, CARRIED

5.2.2 Approval of appointing SEGAL & Partners LLP as auditor of the association for 2010/11 - Year ended 08/31/11.

Motion to approve SEGAL & Partners LLP as Auditors for CAFCE for the 2010/11 budget year

Motion to approve: Bruce Wilson, Guelph University

Seconded by: Cliff Harrison SIAST

All in favour, CARRIED

6.0 New Business: No new business to present at this time.

7.0 Nominations and Awards Committee

Anil Raheja

Anil acknowledged Dr. Maureen Drysdale who is the 2010 Dr. Graham Branton award recipient and thanked the University of Victoria. Anil was pleased to report that two nominations for the Executive Board were received and that the committee fully supports both nominations. The nominees are Norah McRae for President-Elect and Christine Arsenault for Secretary. Anil placed a first, second and then third call for nominations from the floor. Seeing and hearing no response, Anil confirmed Norah McRae and Christine Arsenault as President Elect and Secretary respectively.

Anil thanked the Board and all of the members for his three years on the Board. He also encouraged everyone to contribute stating "The more that you contribute, the more that you gain".

Kevin acknowledged two members that are leaving: Stacey Cool, University of New Brunswick for her many contributions as Secretary. He noted that she had a role that required a lot of detail and she was a real joy to have on the board. Secondly, Anil Raheja, as Past-President, who's support has been absolutely fantastic. He is a strong supporter and believer of making things happen for this organization.

Kelly Mahoney, University of Manitoba noted Kevin's year of service as President. As current President, Kelly thanked Kevin for his mentorship and support, noting that the current Board hopes to build on the successes of the past Board.

Kevin introduced and acknowledged the new Board of Directors:

CAFCE EXECUTIVE:

PRESIDENT: Kelly Mahoney, University of Manitoba

PRESIDENT-ELECT: Norah McRae, University of Victoria
PAST PRESIDENT: Kevin Rolston, Langara College
SECRETARY: Christine Arsenault, University of Toronto Scarborough
TREASURER: Shane Phillippe, CACEIS Canada

CAFCE REGIONAL REPRESENTATIVES:

ALBERTA: Diana Young, University of Lethbridge
ATLANTIC CANADA: Heather Skanes, Memorial University of Newfoundland
BRITISH COLUMBIA/YUKON: Stuart Billings, Simon Fraser University
MANITOBA: Courtney Griffith, University of Manitoba
ONTARIO: Lisa Whalen, Georgian College
QUÉBEC: Marjorie Guay, Laval University
SASKATCHEWAN: Cliff Harrison, SIAST Palliser Campus

EMPLOYER REPRESENTATIVE:

REPRESENTATIVE-AT-LARGE: Serge Gagnon, Construction Kiewit
Clifford Scott, Public Service Canada

EX-OFFICIO:

Office Manager: Carol Cox, CAFCE

8.0 Adjournment:

Motion to Adjourn the Meeting
Motion to adjourn: Diane Kunec, University of Manitoba
Seconded by: Heather Skanes, Memorial University
All in favour, CARRIED

NOTE: Quorum was met with 60 in person representatives and their respective proxies.