

Meeting Notes/ Comptes de Réunion



SOCIÉTÉ CANADIENNE
D'ANALYSE DE LA VALEUR
CANADIAN SOCIETY
OF VALUE ANALYSIS
1568 Merivale Road
Suite 626
Ottawa, ON
K2G 5Y7

Subject: VA Canada 2015 Annual General Meeting
Date: February 14, 2015
Time: 1:30pm (EST) / 11:30am (MST)
Location: Teleconference
Purpose: Annual General Meeting
Meeting No: 15-3

Sujet :
Date :
Heure :
Location :
But :

Attendees/Personne présente

Name	Nom	Organization	Organisation	Responsibilities	Responsabilités
Gary Evans		e-VANS Corporation		Director/Secretary	
Rakesh Shreewastav		Ontario Ministry of Transportation		Director - Promotions	
Lucie Parrot		Martin Parrot		Past President/Communications	
Mike Pearsall		Ontario Ministry of Transportation		President	
Steve Holmes		Ontario Ministry of Transportation		Past President	
Mushtaq Rabbi		City of Calgary		Director	
Ted Lane		Retired (MTO)		Past President	
Ed Ellard		MMM		VP of Finance	
Tom Fletcher		The Fletcher Group		Director/Membership	
Kim Lewis		GHD		Director	
Scott McClintock		Faithful + Gould		Past President	

Absent/Absent

Name	Nom	Organization	Organisation	Responsibilities	Responsabilités
Tammy Dow		HDR		Director/Membership	
Sylvia Karma		VA Canada		Admin Support	
Steve Taylor		Bytown Engineering		Past President	

Meeting Notes/Comptes de Réunion

Item Article		Assigned	Assigné
1.0	<p>Confirmation of Quorum</p> <p>With 11 members being present it was confirmed that we have quorum to continue with the meeting as planned.</p>		

Item Article		Assigned Assigné															
<p>2.0</p>	<p>Nominations for the 2015 Board</p> <p>[15-3] Nominations include the following members:</p> <table border="1" data-bbox="266 369 1224 546"> <tbody> <tr> <td>Mushtaq Rabbi</td> <td>Tom Fletcher</td> <td>Ted Lane</td> </tr> <tr> <td>Kim Lewis</td> <td>Steve Taylor</td> <td>Scott McClintock</td> </tr> <tr> <td>Gary Evans</td> <td>Lucie Parrot</td> <td>Ed Ellard</td> </tr> <tr> <td>Tammy Dow</td> <td>Steve Holmes</td> <td>Mike Pearsall</td> </tr> <tr> <td>Rakesh Shreewastav</td> <td></td> <td></td> </tr> </tbody> </table> <p>Thanks to Mike Pearsall for his two year term as President. By acclamation, Lucie Parrot has been chosen as our new President-Elect.</p> <p>Next Board Meeting will approve positions. Motion by Kim, seconded by Gary, carried</p>	Mushtaq Rabbi	Tom Fletcher	Ted Lane	Kim Lewis	Steve Taylor	Scott McClintock	Gary Evans	Lucie Parrot	Ed Ellard	Tammy Dow	Steve Holmes	Mike Pearsall	Rakesh Shreewastav			
Mushtaq Rabbi	Tom Fletcher	Ted Lane															
Kim Lewis	Steve Taylor	Scott McClintock															
Gary Evans	Lucie Parrot	Ed Ellard															
Tammy Dow	Steve Holmes	Mike Pearsall															
Rakesh Shreewastav																	
<p>3.0</p>	<p>Review and Approval of Previous Notes of Meeting</p> <p>[15-3] The notes of the previous meeting were reviewed. No amendments to the notes were identified. Motion to approve by Mike, seconded by Lucie, carried.</p>																
<p>4.0</p>	<p>Reports – Website</p> <p>[15-3] Went through report provided by Steve Holmes (see document distributed/abled by Steve).</p> <p>A process for content management is now in place. The dual dictionary and ad hoc process are complete. For accomplishments, the “About VA” and “VA in Action” sections are complete. For future needs, we will be required to purchase URLs. Discussed conversion from Fixed Width Website to Dynamic Adjusted (costs unknown). Future Improvements – to be determined.</p>																
<p>5.0</p>	<p>Financial Report</p> <p>[15-3] Ed tabled Financial Report for 2014. Note date of report is August 31, 2014; therefore, it does not include the 2014 conference. Notes as follows:</p> <ul style="list-style-type: none"> • Deficiency in 2014 of \$24,000 because 2013 conference has less revenue. • Conference in November made money (\$43,500). • Note – no conference this year (2015) means no revenue. • For a typical conference we spend between \$40,000 and \$50,000 with revenue of \$90,000. Therefore, we can make \$30,000 to \$40,000 per year. • Annual expenditures \$50,000 per year. • Assume we will not make money on joint VAC/SAVE conference in 2016. • Therefore, could get through two years operations on current bank balance. • Discussed joint VAC/SAVE conference. <p>Motion to approve Financial Report by Ed, seconded by Ted, carried</p>																

Item Article		Assigned Assigné
6.0	<p>Secretaries' Report</p> <p>[15-3] Gary Evans advised responsibilities for 2014 have focused on taking Board meeting minutes.</p> <p>Kim Lewis reported there were 10 monthly meetings, a special meeting, a strategy meeting in March 2014 and advised we submitted an application for the NFP Act on October 17, 2014.</p>	Info
7.0	<p>Communications</p> <p>[15-3] Lucie tabled report. Highlighted that a successful meeting with Order of Engineers for Quebec (OEQ) was held on May 13, 2014.</p>	Info
8.0	<p>Promotions Report</p> <p>[15-3] Report submitted by Rakesh. Focused on the 2014 conference.</p>	Info
9.0	<p>Conference Report</p> <p>[15-3] Tabled Conference Report. Noted that survey should be consistent from year to year to enable comparisons. Suggested a paper survey distributed to everyone at the Conference to get more responses.</p>	Info
10.0	<p>Membership Report</p> <p>[15-3] Tom tabled Membership Report. Noted there are 29 dual VAC/SAVE memberships and advised that new memberships will be reviewed to determine if there is a good fit for involvement with the Board.</p>	Info
11.0	<p>President's Report</p> <p>[15-3] Tabled President's Report care of Mike. See report for details.</p>	Info
12.0	<p>Other Business</p> <p>[15-3] No Bylaw changes, new business or motions.</p>	Info
13.0	<p>Adjournment</p> <p>Meeting adjourned at 3:30pm (EST) / 1:30pm (MST)</p>	