



~ AGM ~
Minutes

Present: Alexandra Tait, Justine Benjamine, Bev Buckway, Nancy Campbell, Melissa Croskery, Sheila Downey, Chris Evans, Katelyn Friendship, Madeleine Girard, Harmony Hunter, Erin Jamieson, Drew MacNeil, Lianne Maitland, Eamonn Pinto, Steven Smyth, Shawna Warshawski, Kirk Cameron

AGM Housekeeping

- Members in good standing entitled to a vote.
- Voting will happen using onscreen “polls” - they are anonymous
- All meeting materials are available here: <https://yukonwildlife.ca/governance/annual-report-for-2019-20/>
- We will also post links in the Chat for each relevant item as we come to it.
- By default everybody is muted. To ask a question or make a comment, please use the chat, ask a question OR raise your hand.
 - If you raise your hand, we’ll unmute you! You may need to unmute yourself / enable your audio as well.

1. Call to Order 12:10pm

2. Approval of Agenda

*Motion to approve agenda - Justine Benjamin, 2nd Nancy Campbell.
Carried.*

3. Approval of Minutes from 2019-07-09 AGM

*Motion to approve minutes from 2019-07-09 AGM - Steve Smyth, 2nd Kaitlin Friendship.
Carried*

4. President’s Remarks

Shawna: presented highlights from Annual Report for 2019-20
<https://yukonwildlife.ca/governance/annual-report-for-2019-20/>

5. Financial Report

Financially 2019-20 was a strong year right up to the onset of the COVID pandemic in mid-March 2020.

Notable increases over the previous year in government revenue was due to Master Plan project funding - which is reflected in special projects expenses below. And increases in revenue from operations and membership fees were due to a price restructuring and increase in spring 2019. Donations were also up substantially thanks to a the Smyth family’s \$25,000 donation in August 2019.

Notable changes in expenses included an increase in insurance due to a hardening of the market

combined with updates to building evaluations. Office expenses were high due to implementation costs of our new sales and membership management system being expensed in April 2019. Salaries and wages were actually under budget, despite a large increase from 2018-19. This is due to 2018-19 being significantly lower than planned, combined with service increases (being open 7 days/wk through winter).

Increasing utilities and gas prices, as well as an aging fleet impacted the utilities and vehicles lines. The purchase of two vehicles - totalling approximately \$100,000 was approved in March by the Board. However, with the onset of the pandemic we pulled back on those purchases to ensure the Preserve had a reserve. As a result there were no notable changes to capital assets in 2019-20.

Motion to approve Financial Report and Statements for 2019-2020 - Bev Buckway, 2nd Lianne Maitland Poll.

Discussion:

Kirk Cameron - comment on increase of "Interest and bank charges".

Jake Paleczny / Sheila Downey - New system and payment processor merchant fees and user fees that are in USD caused increase.

2020-09-22 Post Meeting Follow up - approximately \$1800 in merchant processing fees from 2018-19 ended up being recorded in 2019-20 due to a delay in accessing/receiving those expenses. Had those been recorded in the correct fiscal year, the difference would have been more minor - and mostly explained by an increase in earned revenues (from which merchant fees are taken). There was also an increase of \$1188 in Interest Expense due to loan for the new bus.

Carried.

Motion to Waive Audit Requirements - Nancy Campbell, 2nd Melissa Croskery.

Discussion:

Nancy Campbell - When is the next full audit required?

Jake Paleczny - will follow up and include in the weekly newsletter email sent by VS staff, as well as in minutes - which will be posted on the board website.

2020-09-22 Post Meeting Follow up - as a Category A society the Preserve does not need to request any kind of exemption because we are providing reviewed financial statements on an annual basis. The relevant sections of legislation are as follows:

(3) The financial statements of a category A society must be reviewed and signed by a professional accountant prior to being presented at the annual general meeting. (5) Notwithstanding subsection (3), the registrar may exempt a category A society from the requirement to have its financial statements reviewed and signed by a professional accountant, and such exemption may be subject to such conditions as the registrar thinks appropriate. (6) The registrar shall not exempt a society under subsection (5) if an exemption has been granted for each of the preceding four fiscal years.

11.(1) (Subsection 11(1) repealed by O.I.C. 2015/17) (2) Where the registrar believes on reasonable grounds that the financial statements of a society do not properly represent

the financial transactions or standing of the society, the registrar may order the society to have its financial statements audited by a professional accountant and filed with the registrar. (3) The society shall pay the cost of an audit ordered by the registrar.

“reviewed and signed by a professional accountant” means that the professional accountant (a) has engaged in a process consisting primarily of enquiry, analytical procedures and discussion related to information provided by the society with the objective of assessing whether the financial statements being reviewed are plausible under the circumstances; (b) has expressed, in a review engagement report, an opinion as to whether anything has come to the professional accountant’s attention that would cause him or her to believe that the financial statements of the society are not, in all material respects, in accordance with generally accepted accounting principles; and (c) has signed the review engagement report and attached it to the society’s financial statements. « examiné et signé par un comptable professionnel »

6. New Business

No new business from the floor

7. Elections

Nominations

Kirk Cameron nominated Steve Smyth however Steve Smyth had to leave the meeting and was not present to accept or reject the nomination.

Motion to elect the following roster of directors to the YWPOS Board. Bev Buckway, 2nd Kirk Cameron.

Alexandra Tait (2 year term)

Shawna Warshawski (2 year term)

Justine Benjamin (2 year term)

Melissa Croskery (2 year term)

Chris Evans (1 year term)

Kirk Cameron (1 year term)

Eamonn Pinto (1 year term)

Carried.

Jake Paleczny - Thank you to Emily Hoeffs, Kristine Hildebrand, Harmony Hunter - who have supported the organization through involvement as volunteer board members and are stepping down this year.

Shawna Warshawski - Executive to be selected at next board meeting - October 2020.

Kirk Cameron comments and commends the work by board and ED to bring a successful smooth AGM in a virtual world.

8. Adjournment

Motion to adjourn - Lianne Maitland 12:47pm