

AGM Minutes

1. Call To Order
2. Role Call

President	Guy Courage	Director 1	Travis Martin
Vice President	Noah Zambilowicz	Director 2	Christine Whalen
Secretary	Bryan Walsh	Western Director	Vacant
Treasurer	Lori Pike	Labrador Director	Debbie Clarke
Communications Director	Sara Martin	Central Director	Dean Stairs
Past President	(Lori Pike)	Provincial Coordinator	Lisa Blundell
Co Camp Director	Kendra Smith	Co Camp Director	Lisa Blundell
Regrets: <i>Debbie Clarke</i>			

3. Round table introductions

- a. New interested parties in attendance
- b. Guy discussed vacant role existing in Western Region

4. Adoption of Minutes from last year's AGM (2018)

- a. Motion to adopt - Guy
- b. Seconded - Noah
- c. All in favour (motion passed)
- d. Previous minutes adopted

5. Annual Reports / Updates

➤ President's Report

- *See related document: CL President's Report 2019*
- Guy provided presentation on the President's Report
- Overall, a very successful year
- Thanks were provided to Lisa, all board members, volunteers and supporters
- Overview provided on the addition of the new Provincial Family and Events Coordinator Position
- Updates discussed towards accomplishments in building awareness (Social media, September activities, Metrobus campaign)
- New developing engagements/activities (SPIN for Camp Delight, MUN Social Work, Keith Keating Memorial Tournament)
- Overview of expanded Family Supports
- Challenges continue
 - Supporting children beyond Camp
 - Coast to Coast – National Inside Ride
 - Interest/Involvement in Board
 - Volunteers and Family Involvement
- Guy provided Thanks to the Board for his years within the role of President (he would not be seeking an additional term)

➤ Financial Report

- Lori brought forward the annual Financial Report
- Another good year for Candlelighters

- 2 main fundraising events were very successful
 - Night of Delight
 - One of our most successful to date
 - Ches's continues to be a strong supporter
 - Inside Ride
- Continued support from
 - Retired Teachers
 - Reid Music
 - United Way
 - Hibernia & Grand Banks Social Club
- Overall revenues over budget in 2018
- Expenses
 - Largest expense is Camp Delight
 - Increased number of campers this year
 - Addition of Camp Travel Subsidy
- Increased expenses over 2017 due to new and expanded supports for families
 - Rediagnosis kits/supports
 - Sibling Scholarship
 - Bereavement Support
 - Birthday Club
- Balanced Budget for 2018
- Balanced Budget projected for 2019
- Governance Updates - ByLaw Revisions
 - Motion brought forward from Noah Zambilowicz for changes to the ByLaws
 - Noah provided an overview of revisions
 - Board vacancies was the main area of revision
 - Discussion on the filling of vacant positions outside of the AGM
 - Motion put forward to adopt the ByLaw updates
 - Seconded – Guy
 - All in favor (motion passed)
 - Revised ByLaws adopted
- Website Beta Demo
 - Bryan provided a demo walk-through of new beta Candlelighters website
 - Goal towards modernized refresh, mobile friendliness and stability
 - Engagement with a small local company
 - Demo
 - Refreshed look and feel without losing existing “feel”
 - Ability to sign-up directly as a volunteer
 - Donate now made to be more direct and apparent (embedded form)
 - Expanded Board profiles
 - Removed full calendar view for events
 - Annual flagship events detailed
 - Planned for upcoming release

6. Election of Officers (odd year)

- a. Lori ran elections
 - President
 - Lori brought forward Noah Zambilowicz as Board nomination
 - Seconded – Christine Whalen
 - Noah accepted

- Appointment through acclamation
- Vice-President
 - Role made vacant through Noah's acceptance of President's role
 - 1 year term
 - Guy nominated Travis Martin
 - Seconded – Bryan Walsh
 - Travis accepted
 - Appointment through acclamation
- Secretary
 - Lori brought forward Bryan Walsh as Board nomination
 - Seconded – Guy Courage
 - Bryan accepted
 - Appointment through acclamation
- Communications Director
 - Lori brought forward Christine Whalen as Board nomination
 - Seconded – Travis Martin
 - Christine accepted
 - Appointment through acclamation
- Director 1
 - Role made vacant through Christine's acceptance of Communications role
 - 1 year term
 - Noah nominated Nicole Hoskins
 - Seconded – Guy Courage
 - Nicole accepted
 - Appointment through acclamation
- Director 2
 - Noah Nominated Melanie Murphy
 - Seconded – Travis Martin
 - Melanie accepted
 - Appointment through acclamation
- Western Director
 - No nominations brought forward
 - Position remains vacant

Note: If anyone leaves another position to take up one of the above their position will also need to be filled but only for 1 year term.

7. Closing Remarks

- a. Guy Courage (outgoing President) provided a Thank You message to the Board and others in attendance

8. Review of Board meeting schedule

- a. Meeting time to remain as third Tuesday in the month

9. Meeting adjourned (2:50 PM)