

**Agenda**  
**Parkhill Community Association**  
**ANNUAL GENERAL MEETING**  
**2024**

**1) Welcome**

- Voting Instructions
  - Please state your full name if making a motion or if seconding a motion
  - Please raise the voting card provided when voting and keep it raised until the secretary has had the chance to record the result
- Thank you's
- Quorum
- Approval of the Agenda & Previous Minutes

**Motion;**

**I \_\_\_\_\_ make a motion to approve the agenda and previous minutes as presented**

**I \_\_\_\_\_ second that motion**

**2) First Call for Nominations**

When asked, please identify if you would like to be added to the nomination for a position on the board or if you would like to contest a nomination for a position.

- Open Positions
  - President (2-Year Term)
  - Treasurer (1-Year Term)
  - Secretary (2-Year Term)
  - Director of Communications (1-Year Term)
  - Director of Social and Events (1-Year Term)
  - Director of Facilities (1-Year Term)
  - Director of Development (1-Year Term)
  - Directors at Large (1-Year Term)
- Recommendation of the past Board
  - President (Richard Gray)
  - Vice President (Margaret Francis)\*
  - Secretary (Ashlee Collier)

- Director of Development (Ruth Melchior)
- Director of Facilities (John MacBeath)
- Director of Membership (Dan Dobson)
- Director at Large (Leontine Atkins, Susan Gannon)

### 3) President's Report (Richard Gray)

**Motion;**

I \_\_\_\_\_ make a motion to approve the President's Report as presented.

I \_\_\_\_\_ second that motion

### 4) Vice President's Report (Margaret Francis)

### 5) Treasurer's Report (Dan Dobson)

#### Membership Vote on Audited Financial Statements

**Motion**

I \_\_\_\_\_ make a motion to approve the Audited Financial Statements as presented.

I \_\_\_\_\_ second that motion

### 6) Secretary's Report (Ashlee Collier)

#### Membership Vote to Change of Year-End Date

**Motion**

I \_\_\_\_\_ make a motion to approve new Year-End Date as presented.

I \_\_\_\_\_ second that motion

7) Second Call for Nominations

8) Membership and Events Report (Kelly Dobson)

9) Development and Communications Report (Ruth Melchior)

10) Facilities Report (John Macbeath)

11) Community Garden Report (Leontine Atkins)

**Motion**

I \_\_\_\_\_ make a motion to ratify the action of the board of directors from the period following the previous Annual General Meeting.

I \_\_\_\_\_ second that motion

12) Third Call for Nominations

Closing of Nominations

**Motion**

I \_\_\_\_\_ make a motion to close the nominations for the board of directors.

I \_\_\_\_\_ second that motion

13) Election of Nominees

**Motion**

I \_\_\_\_\_ make a motion to elect the nominees as presented for the board of directors.

I \_\_\_\_\_ second that motion

14) Discussion, Questions and Adjournment

**Motion**

I \_\_\_\_\_ make a motion to adjourn the 2023 Annual General Meeting

I \_\_\_\_\_ second that motion