 **ANNUAL GENERAL MEETING**

**November 1, 2018**

**MINUTES**

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MINUTES of the Annual General Meeting of the Heritage Chilliwack Society held on November 1, 2018 at the Royal Hotel, 45892 Wellington Avenue, Chilliwack, BC.

1. CALL TO ORDER

Laura Reid, President of the Board of Directors, called the meeting to order. She noted that the requirement of our by-laws to give fourteen day notice for our general meeting was complied with. She also noted that a quorum was established based on the number of members that were present (39). A full list of those present is available from the Secretary.

1. CALL FOR NOMINATIONS

Krista Butt called for nominations from the floor. She informed members in attendance that we had four nominees on the slate (all are incumbents) Laura Reid, Krista Butt, Monica Braun, and Verna Harron. Kelly Ovans nominated Margaret Holford, who declined the nomination.

1. APPROVAL OF AGENDA

**It was moved by Cameron Hull, seconded by Don Keller, that the Agenda for the Annual General Meeting of the Heritage Chilliwack Society for November 11, 2018 be approved as presented.**

**CARRIED**

1. MINUTES OF NOVEMBER 16, 2017 ANNUAL GENERAL MEETING

**It was moved by Kelly Ovans, seconded by Marlene Dance, that the minutes of the Annual General Meeting of the Heritage Chilliwack Society held on November 16, 2017 be approved as presented.**

**CARRIED**

1. EXECUTIVE DIRECTORS’ REPORT

Laura Reid, President of the Board of Directors, recapped some of our accomplishments over the past year and some goals for 2019.

Over the past four years, our board of directors has developed a vision for Heritage Chilliwack Society that, while serving our mandate to engage, advocate for, and promote Chilliwack’s heritage, maintains the goal to raise community awareness of who we are and what our organization can offer.

As for 2018, our accomplishments include:

* Our heritagechilliwack.org website. If you have not had a chance, please check out our new website. Many thanks to Carsten Arnold and Monica Braun for taking on this huge endeavor.
* This past year, we were also very successful in obtaining funding through the Chilliwack Foundation. Heritage Chilliwack received a grant of $1500, which was used to purchase much needed audio-visual equipment, such as this microphone system, the projector, and screen. This allows us to continue hosting guest speakers and to guide our walking tours, with our new wireless headset system.
* We were successful in becoming a registered charity with the Canada Revenue Agency earlier this year; a process which took almost a year. Doing so enables us to apply for funding like the Chilliwack Foundation Grant, which would not be available to us if we were not a registered charity.
* Guest speakers – we love to host guest speakers that can present topics relevant to Chilliwack’s history and heritage. This year was no exception; and now, with our new audio-visual equipment, we will be in an even better position to host guest speakers.

Our plan for this coming year is to focus on four main issues:

1. Continue advocating the City of Chilliwack to update the very outdated and error-filled 1991 Heritage Inventory. We want to ensure the city updates this, as it is a very important document. Along side this, we will continue to press the City of Chilliwack for a council appointed Heritage Commission. Just today, I received an email from Sue Attrill, a councillor from the City of Chilliwack, letting us know that the City of Chilliwack **will** be appointing a Heritage Commission, and that she will be the Chair. They will be reaching out to the community for membership and are currently working on the documentation for their terms of reference. For those that don’t know, Chilliwack is one of a few communities that does **not** have a community heritage commission. What the heritage commission does is advise the City, staff, and council when, for example, a development application comes forth that has a heritage building on the property. The heritage commission would do research on the property and report back to council, so that council can make an informed decision based on the work the commission has done. Hopefully, there will be a very diverse group of people from the community on the commission. But regardless, this is very exciting news from the City.
2. We want to actively pursue strategic partnerships with other heritage organizations in Chilliwack to create united and combined efforts in promoting Chilliwack’s heritage and history. This year, because of Margaret Holford’s connection, we began to develop a relationship with the Atchelitz Threshermen’s Association. And with news from the CFB Chilliwack Historical Society that they are relocating just down the street on Wellington, this gives us an opportunity to work with this group to promote Chilliwack’s military history.
3. We also want to continue our educational outreach to the local community using the usual methods such as: press releases, our website, as well as social media. In addition, and to fulfill our mandate to educate, we are excited to announce our new school sponsorship program, which is set to launch in the next few weeks. *Secretary note: Monica Braun spoke briefly about the program*
4. Reintroduce our downtown heritage walking tour. We didn’t do it very often this past year, but we do have some added historical information that wasn’t included in our original walking tour, and this gives us an opportunity to utilize our new wireless headset system to accommodate more participants.

All of these activities, future and current, cannot succeed without valuable input and support from our dedicated board of directors, our volunteers, and our members. I hope that my vision for Heritage Chilliwack Society resonates with you, and that you will join us in actively promoting Chilliwack’s heritage. We need to look to the future. We need to develop and enhance programs that benefit, help us retain and increase membership, with a focus on attracting youth. And most importantly, we need to learn from each other and work together to achieve these goals.

1. FINANCIAL STATEMENTS

Verna Harron, Treasurer of the Heritage Chilliwack Society, reported on the 2017-2018 Financial Year End. A few points were highlighted, including:

* The Home Tour amounts are a little confusing because we had proposed revenue of $2000 but the actual result shows we only took in $590. This is because our fiscal year end is August 31, but our home tour was in September and some of the money from ticket sales had come in before our fiscal year end.
* We hadn’t budgeted for revenue from Home Tour Sponsors or from Chilliwack Foundation Grant but received $900 and $1500, respectively.
* We had an unplanned gift expense, which was a gift card to John Butt, as a thank you for variety of work he had done for us.
* Cameron Hull noted that we had budgeted $75 for a Remembrance Day wreath and wanted to let the Society know that the he would be donating the wreath, as he has done in the past.
* Verna briefly spoke to the revenue generated by the Home Tour (although much of the revenue will be set aside for the 2018/2019 fiscal year.

Cameron Hull had a question regarding the amount for website expenses, as there was a discrepancy between the 2018 Budget Proposal actual results ($160.24) and the Financial Report ($106.24). Verna clarified that the $160.24 was a typo and should have read as $106.24. There were no further questions about the financial year end report.

**It was moved by Cameron Hull, seconded by Don Keller, that the Financial Year End report for the year September 1, 2017 to August 31, 2018 be accepted as presented. CARRIED**

Verna Harron then reported on the 2019 Proposed Budget. A few points were highlighted, including:

* Planned revenue of $5,250 from dues, donations, home tour, and a fundraiser dinner.
* Planned expenses of $2,965, which is similar to previous years, but will also include the new School Sponsorship Program ($500)

Cameron Hull had a question regarding our Heritage Designation Fund and why it was not in the budget? In discussion, because the fund had been dispersed this past year, it will be necessary to add $500 back into the fund. It was noted that $500 will be added to the expense portion of the proposed budget. Kelly Ovans asked whether the planned revenue amount from membership dues was a typical amount? Verna Harron noted that it was slightly less than last year because we had a number of members who had taken advantage of the lifetime membership option (which is not currently available). Krista Butt clarified that the proposed revenue of $4,000 from Home Tour did not mean we are doing a home tour next September; it accounts for the tour we just did September 2018.

1. FINAL CALL FOR NOMINATIONS

Krista Butt called for final nominations from the floor. Hearing no additional nominations, she asked for someone to make a motion to close the nominations.

**It was moved by Don Keller, seconded by Fay Kovacs, that the nominations for election of directors be closed**

**CARRIED**

1. ELECTION OF DIRECTOR(S)

Seeing that the there were no new nominations presented for the four board positions, Krista Butt made a motion to re-elect the following directors onto the board of directors of the Heritage Chilliwack Society by acclamation: Laura Reid, Krista Butt, Monica Braun, and Verna Harron.

**It was moved by Kelly Ovans, seconded by Penny Webster, that Laura Reid, Krista Butt, Monica Braun, and Verna Harron be elected to the Board of Directors by acclamation**

**CARRIED**

1. OTHER BUSINESS
	1. Annual Dues Increase from $5 per year to $20 per year for individual and $25 per year for couple.

Cameron Hull had a question as to what we considered as being a ‘couple’. Laura clarified that a couple is considered two people cohabitating. Seeing there were no objections, the majority of members (30) voted to approve the 2018-2019 dues.

**It was moved by Kelly Ovans, seconded by Cameron Hull, that the annual membership dues for 2018-2019 be accepted as presented**

**CARRIED**

The majority (30) of members voted to approve the 2018-2019 membership dues.

1. ADJOURNMENT

**It was moved by Cameron Hull, seconded by Kelly Ovans, that there being no further business, the meeting was adjourned at 7:56 p.m.**