

COFAS Business Meeting
Approved Minutes of COFAS
June 6, 2015

Attendees: Chantelle Anderson, Derrick Antson, Jeff Braun-Jackson, Larissa Brocklebank, Andrea Calver, Nancy Carter, Christal Cote, Bettyann Cox, Michel Desjardins, Daniel Draper, Nick Driedger, Annabree Fairweather, Susan Fitzgibbon, Jasmine French, Nicole Gagne, Mara Giannotti, Genevieve Hache, Andrea Harrington, Marcus Harvey, Jennifer Hewer, Deborah Jackson, Leslie Jermyn, Don Kozak, Jennifer Krygier, Jane Laforge, Sue Levesque, Barbara MacLennan, Denise Martins, Sheila McKee-Protopapas, Veronika Miralles, Brenda Morais, Lori Morinville, Maurice Morinville, Debbie Noble, Agnes Paje, Chris Penn, Lynn Purves, Brygeda Renke, Jean Roath, Linda Robertson, Genevieve Robichaud, Robin Jane Roff, Roxanne Rowe, Deena Rubuliak, Debbie Sagel, Kristin Skinner, Linda Wagner, Jessica Weyman

Call to Order

Approval of Agenda: *Motion to adopt the agenda as revised to add “the election of signing officers” (pending approval of the proposed constitution amendments) and as further revised to add “The Report of the Audit Committee Report.” Moved by Daniel Draper. Seconded by Debbie Sagel. Passed.*

Approval of Minutes: *Motion to approve the Minutes of the 2014 Annual General Meeting. Moved by Lori Morinville. Seconded by Sheila McKee-Protopapas. Passed*

Reports

Presidents Report: The President recognized the current executive officers for their service. This year’s Site Coordinator, Genevieve Robichaud, was gratefully acknowledged for her efficient perseverance, as were the many contributions of Lise Robichaud (Co-Agenda Coordinator with Marcus Harvey) to this year’s conference. Brigitte Scotch and Roxanne Rowe were thanked for their work on the Salary Survey. The constitution changes have been a multi-year project culminating in their presentation here for consideration and approval by the membership. A draft Solidarity Policy has also been prepared for member consideration. The appendix to that policy includes model language clauses for inclusion in future hotel contracts. Donations to COFAS this year have brought in approximately \$12,000. A hearty thanks to all those whose associations contributed to COFAS 2015. COFAS 2016 will be held at the Westin Hotel in Halifax, Nova Scotia (May 26-29). COFAS 2017 will be held in at the Banff Park Lodge in Alberta.

Treasures Report: *Motion to accept the financial statements as corrected. Moved by Michel Desjardins. Seconded by Roxanne Rowe. Passed*

Audit Committee: Acting on behalf of the Audit Committee, Chantelle Anderson reported that the Committee had no concerns regarding the Treasurer’s Report.

New Business:

An objection was noted in regard to the process for amending the Constitution in the absence of a full electronic vote by the members of COFAS.

Constitutional Amendments

1. *Motion to accept amendments to Constitution Item # 2.3 as presented in notice of motion. Moved by Daniel Draper. Seconded by Deborah Jackson. Passed, with 2 opposed.*

2. *Motion to accept amendments to Bylaws # 2, 3, 4, and 7 as presented in notice of motion. Moved by Lori Morinville. Seconded by Chantelle Anderson. Passed with 2 opposed*

3. *Motion to accept amendments to Bylaw #1 as presented in the notice of motion. Moved by Daniel Draper. Seconded by Deborah Jackson.*

Amendment to the main motion to strike articles 1.2.3 and 1.3. Moved by Chantelle Anderson. Seconded by Leslie Jermyn. Amendment fails.

Main motion: passed with 2 opposed

4. The Executive was charged to draft an expulsion policy for consideration by the membership at the 2016 annual general meeting.

5. *Motion to accept amendments to Bylaw #5 as presented in the notice of motion. Moved by Lori Morinville. Seconded by Daniel Draper.*

Amendment to the main motion to change the biannual audit to an annual audit. Moved by Chantelle Anderson. Seconded by Lori Morinville. Passed with 2 opposed.

Motion as amended: passed with 2 opposed

6. *Motion to accept amended Bylaw #6 as presented in the notice of motion. Moved by Sheila McKee-Protapas. Seconded by Bettyann Cox.*

Amendment to the main motion to insert "annual" prior to general meeting at 6.2; add "shall receive copies of the result of the survey" to 6.3, and strike 6.6. Moved by Jane Laforge. Seconded by Lori Morinville. Passed with 2 opposed.

Motion as amended: passed with 2 opposed.

7. *Motion to amend Bylaw #8 as presented in the notice of motion. Moved by Lori Morinville. Seconded by Chris Penn.*

Amendment to the main motion to strike “or voting by proxy. If proposed amendments to the Constitutions and By-Laws are themselves substantively amended by action of the members at the annual general meeting, notice of those changes shall be circulated at least three weeks before any vote on the amended changes can take place. At the direction of the membership, the subsequent vote on any such amendments may be decided by secure e-voting or may be deferred to the next annual general meeting of the Organization.” from 8.2. Moved by Lori Morinville Seconded by Debbie Noble. Passed with 2 opposed

Motion as amended: passed with 2 opposed

8. *Motion to accept amended Bylaw #9 as presented in the notice of motion. Moved by Brenda Morais. Seconded by Leslie Jermyn.*

Amendment to the main motion to change “membership” to “meeting” in 9.1 and to add “excepting those amending the Constitution and By-Laws) and policies or motions approved by the membership” to 9.2. Moved by Chantelle Anderson. Seconded by Lori Morinville. Passed with 2 opposed.

Motion as amended: passed with 2 opposed

9. *Motion to accept amended Bylaw #10 as presented in the notice of motion. Moved by Jasmine French. Seconded by Debbie Noble.*

Amendment to the main motion to correct article numbering. Moved by Lori Morinville. Seconded by Sheila McKee-Protopoulos. Passed with 2 opposed.

Motion as amended: passed with 2 opposed

10. The Executive was charged to draft a policy regarding the distribution of the salary survey. In the interim, however, COFAS shall continue with the status quo.

Policy Approval

Motion to approve the draft Solidarity Policy as presented to the Membership by the Executive Committee.

Amendment to the main motion to add “When unionized providers are not present or if the related costs exceed the limits set out in 1.a), COFAS will favour locally owned and operated businesses.” to Article 2. Moved by Chantelle Anderson. Seconded by: Debbie Noble. Passed.

Amendment to the main motion as revised to remove “except where selecting a hotel from the list would result in room costs more than 30% higher than the equivalent costs incurred at the previous COFAS conference and more than 30% higher than the cost of a suitable alternative venue in the host city.” from 1.a. Moved by Denise Martins. Seconded by Bettyann Cox. Amendment fails.

Motion as amended: passed with 9 opposed and 3 abstentions.

The President clarified the will of the Membership was NOT to make any changes to the venues for the 2016 or 2017 COFAS Conferences by applying this policy retroactively to arrangements already made.

Elections for the 2015-16 COFAS Executive

By a simple majority vote, the following were elected.

President	Marcus Harvey
Vice President	Daniel Draper
Treasurer	Michel Desjardins
Secretary	Linda Wagner
Member at Large East	Brenda Morais
Member at Large Central	Debbie Noble
Member at Large West	Chantelle Anderson
Audit Committee	Derrick Antson
Audit Committee	Jennifer Krygier
Signing Officer	Daniel Draper
Signing Officer	Marcus Harvey

Don Kozak confirmed his willingness to continue serving in the capacity of Past President.

Selection of Conference Location for 2018

By a simple majority vote, Kingston, Ontario was chosen as the location for COFAS 2018 with the following coordinators:

Site Coordinator	Daniel Draper
Site Coordinator	Debbie Noble
Site Coordination (assistance)	YUFA
Agenda Coordinator	Roxanne Rowe
Agenda Coordinator	Robin Roff
Agenda Coordinator	Lori Morinville

Meeting Adjourned at 4:40pm