

Fredericton Chamber of Commerce
Annual General Meeting Minutes
June 3, 2010
Crowne Plaza

Attendance:

Deryl Armstrong	Grant Aylesworth	Pierre Beaulé
Nancy Cook	John Crossley	Linda Dolan
Dale Dunphy	Jennifer English	Don Fitzgerald
Courtney Griffin	Stephen Hill	Susan Holt
Chris Johnston	Dan Keenan	Janice Leahy
Darrin Lee	Trina MacDonald	Nick McCarthy
Chipp McCrea	Janice McKay	Janet Moser
Daesun Park	Jennifer Phillips	Andy Power
Bernard Riordon	John Robison	Kathy Russell
Andrew Steeves	Mike Toole	Wendy Williams
Lee Winchester	Mayor Brad Woodside	Kevin Worrell
Katie Gillingham		

1) Welcome and Call to Order

President Lee Winchester called the meeting to order at 4:00 pm and welcomed all those in attendance.

a) Approval of the Agenda

MOTION – Dale Dunphy made a motion to approve the agenda for the meeting, seconded by Kathy Russell. Motion carried.

2) Approval of Minutes

MOTION – Andrew Steeves made a motion to approve the 2009 annual meeting minutes as presented, seconded by Dale Dunphy. Motion carried.

a) Business Arising from the Minutes

There was no new business arising from the minutes

3) Annual Financial Report

Janice Leahy, Principal at Grant Thornton brought forth greetings and began to explain the audited financial statements for 2009. Page 1 is the auditor's report unqualified opinion in normal standard length. Page 2 is the Statement of Operations/Net Income Statement. Significant changes are the addition of the BIMP project funds and changes in expenditures are mainly due to variances in salaries and benefits and professional fees in relation to executive searches for two positions. Page 3 is the Statement of Net Assets. Page 4 is the balance sheet and statement of financial position. The financial position is strong. Page 5 is the Statement of Cash Flows which decreased throughout the year which is normal and this reconciles to cash. Page 6 is the notes of the auditor. These basically outline notes on accounting policies. There are a few new accounting policies. There is a variation for HST rebates which have not yet been received. There is no significant risk for receivables or payables. These are a normal set of financials and it was a good year with good initiatives. Ms. Leahy then opened the floor to questions.

MOTION – Nicky McCarthy made a motion to approve the 2009 Audited Financial Statements as presented, seconded by Janice McKay. Motion carried.

MOTION – Andrew Steeves made a motion to appoint Grant Thornton to conduct the 2010 audit, seconded by Chris Johnston. Motion carried.

4) Report of the Chief Executive Officer

Lee Winchester introduced Susan by saying that Susan has been a great addition to the Chamber and the transition has been an easy one.

Susan began by thanking Grant Thornton for doing the audit again this year. The chamber has experienced a deficit in the past two years and the staff has taken time to work on a budget for the upcoming year and will try to bring up revenues and lower expenses to end the year with a small profit. Staff changes for this year have included Susan as Chief Executive Officer, Katie as Director of Membership & Marketing and Ben Griffin in Business Immigrant Mentorship Program Project Coordinator. Ben has left the program and Janet Moser has been hired on a more full time basis for the program. This year 3500 people have attended chamber events with 1000 of these attending the annual State of the Province event. The chamber is proud to have 150 volunteers working on committees and initiatives over the past year. Susan recognized Anthony Knight for his hard work as Chief Executive Officer for 2009 and thanked Lee as well for his hard work. Susan stated that she looked forward to working with Mike Toole, new chamber president. In the next few weeks the chamber will be holding the strategic planning session which will outline the direction of the chamber for the next 3 years. If you haven't taken the opportunity to complete a member survey please do so as soon as possible as the survey results help form the initiatives for the upcoming year. The chamber has just opened nominations for the Business Excellence Awards to be held in October. We hope to make this the best event of the year. Susan ended by thanking the board, members and staff for all hard work over the past year.

5) Nominating Committee Report

The following individuals have indicated their willingness to serve a one-year term as officers and members of the executive committee:

Mike Toole – President

Andrew Steeves – 1st Vice President

Janice McKay – 2nd Vice President

Lee Winchester – Past President

Nick McCarthy – Treasurer

Andy Power – Executive Member

K. Chipp McCrea – Executive Member

The following directors have one year remaining in their two-year term of office:

Frank Flanagan

Mary Goggin

Chris Johnston

Kathy Rusell

John Robison

John Crosley

In accordance with Article VIII Section 2 of the Chamber's By-Laws, we are pleased to advise that the following individuals have indicated willingness to serve a 2 year term as members of the Board of Directors:

Grant Aylesworth

Nancy Cook

Dan Coleman

Stephen Hill

Mark MacKenzie
Deryl Armstrong

MOTION: Andy Power moved that the Nominating Committee report be approved, seconded by Darrin Lee. Motion carried.

As part of the chamber's national accreditation, two changes were made to the By-Laws including an Indemnification clause and a dissolution clause.

MOTION: John Robison moved to accept the By-Law amendments, seconded by Dale Dunphy. Motion carried.

6) Report of the Outgoing President

President Lee Winchester talked about the chamber's successes for 2009. Lee was proud that Fredericton being named in the top 7 intelligent communities and was glad the chamber could work on this initiative. The Community College announcement was another great accomplishment for Fredericton and the community partners who worked on this. The launching of the chamber's Business Immigrant Mentorship Program Project was a great success and the program was the first in Atlantic Canada. The chamber was a partner in the Shop Local campaign along with Downtown Fredericton and Business Fredericton North. Barrier Busters is a new initiative undertaken by the chamber where members are asked to bring forth stories of barriers they have faced in dealing with red tape. The chamber recently held an information session dealing with the issues around increasing minimum wage. The chamber continues to work with the hotel sector on the hotel levy initiative. In the last strategic planning session it was decided that it was time to re-brand the chamber and since then a new logo and tagline, "the voice of business" has been implemented. The chamber's bi-monthly newsletter has gone through significant changes over the past year and it is now a magazine named "Insight". One of the biggest accomplishments of 2009 has been the work of the Physician Recruitment Committee. This committee has worked to recruit 2 new doctors to Fredericton and has arranged site visits and receptions for others. The committee is working with community partners to establish a collaborative care clinic on the southside. Due to the recession the provincial budget was tabled in December instead of in March which gave the chamber a short time to prepare a presentation for the finance minister. The presentation was made but there was no event held due to the busy Christmas season. The NB Power announcements took away a bit of the chamber's focus as times throughout the year but through it the chamber did not take a position but rather held information sessions so members could get the information that was needed. Lee also stated that the chamber is proud to have Katie and Susan on board as they are stellar employees. He also thanked everyone and said that he looked forward to continuing to work with the board in his role as past president.

7) Recognition of Outgoing Directors

Lee thanked the outgoing directors of the chamber and presented them with gifts:

Darrin Lee
Bernard Riordon
Colleen Comeau
Thor Olesen
Mary Butler
Dale Dunphy

At this time His Worship Mayor Brad Woodside came forward to affirm the new board members and the new chamber president Mike Toole.

Grant Aylesworth

Nancy Cook
Dan Coleman
Stephen Hill
Mark MacKenzie
Deryl Armstrong

8) Report of the President Elect

President Mike Toole thanked Lee for his hard work and dedication over the past year and went on to thank Past-President Dale Dunphy and Susan for their contributions. He thanked the 2009-2010 board and wished the outgoing board members well. He looks forward to working with the new board on the strategic plan to decide the future direction and another great year of serving members. He invited all to the President's Reception at the York Sunbury Museum following the meeting.

9) New Business

There were no new business items.

10) Adjournment

Lee Winchester moved to adjourn the meeting.