

**TURNER VALLEY AND DISTRICT FOOD BANK ASSOCIATION FOOD BANK
OIL FIELDS FOOD BANK
ANNUAL GENERAL MEETING
MARCH 29, 2022**

PRESENT: Glenn Chambers, Sharon Chambers, Carol Williams, Karen Milne,
Sherri Maess, Barb Larson.

WELCOME AND CALL TO ORDER:

Meeting called to order at 3:35pm by the chair Glenn Chambers.

A welcome by Chair – Glenn Chambers and explanation as to missed AGM's 2020 and 2021 due to Covid restrictions.
Annual Reports handed out. Appendix #1

QUORUM

Our quorum is 30% of paid members present. We have 7 members in good standing so there 2.5 members constitute a Quorum. We have 6 members present, therefore the quorum requirement is met.

AGNEDA APPROVAL

Motion: 01/02/22 - to approve the 2022 Annual General Agenda as presented. Appendix #1
K. Milne/B. Larson. Carried

MINUTES OF LAST ANNUAL GENERAL MEETING

Motion: 02/03/22 - to approved of the minutes of March 12, 2019 Annual.
General meeting as presented in the 2021 Annual Report. Appendix # 1
G. Chambers/ B. Larson. Carried.

FINANCIAL REPORTS:

The financial reports for the Fiscal Year ending December 31, 2021 were included.
in handout. Appendix #1.

The financial statements were reviewed by Gary Rowntee and Sharon Chambers in
accordance with current By-laws.

Motion: 03/03/22 – to approve the financial statements for 2021 as presented.
C. Williams/S.Maess. Carried.

BUDGET APPROVAL:

The budget for the fiscal year 2022 included in the handout. Appendix #1

Motion: 04/03/22 – to accept and approve the budget for the year 2022.
C. Williams/S. Chambers. Carried.

CONSTITUTIONS AMMENDMENTS:

Constitution amendments to Article 2, Article 4, Article 5, as outlined in Appendix # 2

Motion: 05/03/22 - to approve of the above noted changes to the constitution.
G. Chambers/K. Milne. Carried

BY-LAWS AMENDMENTS

By-law revisions to Article 7.3, Article 8.4. as outlined in Appendix #3

Motion: 06/03/22 – to approve the above noted changes to the by-laws.
G. Chambers/B. Larson. Carried.

APPROVAL TO BORROW

Request approval to incur Credit Card Debt up to \$5,000.00 for the application to ATB Financial for two credit cards.

Motion: 07/03/22 – to approve the application of a Credit Card from ATB Financials (Master Card) to the maximum limit of \$5,000.00, with Sherri Maess (food purchaser) and Carol Williams (treasurer) as names on the cards.

G. Chambers/B. Larson. Carried.

GUIDELINE FOR APPROVING HONORARY MEMBERS

Presentation of the Guidelines for Honorary Member. Appendix # 4

Motion: 08/03/22 – to approve the guidelines for Honorary Members.
G. Chambers/S. Maess

APPOINTMENT OF TEMPORARY CHAIR:

Karen Milne accepted the appointment of temporary chair for the election of the 2022 Executive Board of Directors.

ELECTION of OFFICERS**1) Nominations for President**

Motion: 09/03/22 by K. Milne that Glenn Chambers be nominated for President.
Second by S. Maess. Called three times. Carried

2) Nominations for Vice President

Motion: 10/03/22 by C. Williams that Karen Milne be nominated for Vice Chair.
Second by B. Larson. Called three times. Carried

3) Nominations for Treasurer

Motion: 11/03/22 by G. Chambers that Carol Williams be nominated for Treasurer.
Second by K. Milne. Called three times. Carried.

4) Nominations for Secretary

Tabled until future General Meeting. (Treasurer Carol Williams, and Communications director Karen Milne will assume shared duties of Secretary.

5) Nominations for Directors

Tabled until future General Meeting.

APPOINTMENTS TO THE BOARD

The Food Handling Coordinator and Volunteer Coordinator are the two appointments under the Bylaws
Sherri Maess is the Food Handling Coordinator, Typhany Jones is the Volunteer Coordinator.

Motion: 12/03/22 by B. Larson that Sherri Maess and Typhany Jones be approved for the Board of Directors. Seconded by S. Chambers. Carried

APPOINTMENT OF AUDITORS OR FINANCIAL REVIEWS

As per bylaws financial records are to be audited or reviewed by qualified auditor or two members of the Food Bank Association in good standing and at arms- length.

Tabled until next General Meeting.

SIGNING AUTHORITIES

Motion: 13/03/22 by S. Maess that the president – Glenn Chambers; Director – Karen Milne; Treasurer - Carol Williams be signing officers for the Oilfields Food Bank accounts held at the ATB Financial Branch in Black Diamond, AB. All payments by cheque require two signatures. Payments made by e-transfer will require approval before being processed. Second by S. Chambers. Carried

ADJOURNMENT and THANK YOU:

From the President – Glenn Chambers

Please refer to the President’s Report in the Annual Report (APPENDIX # 1)

Special Thanks to those who volunteer at the Food Bank every week, your commitment is what makes the system work.

Special Thanks to the Board of Directors, members.

Special Thanks from K. Milne to Glenn Chambers for the work that he does as President and also in searching out and applying for the Grants that we have received over the time of Covid. Greatly appreciated.

Meeting Adjourned at 4:30 PM.

Submitted by: Acting Secretary Carol Williams.

Approval of Minutes: _____ Chair

_____ Secretary