



Final Minutes of the British Columbia Institute of Agrologists
70th Annual General Meeting
Friday, May 12, 2017 @ 9:00am
Quality Hotel & Conference Center, Abbotsford, BC

A. WELCOME

Jennifer McGuire, P.Ag., BCIA President, welcomed all attendees and outlined the purpose of the AGM. Jennifer thanked the Sumas and Matsqui Nations for the opportunity to meet on their Traditional Territory as well as recognized special guests and key partners in attendance:

1. Shaffeek Ali, P.Ag., Manager of Education & Training, AIA
2. Jim Bessel, AT, Councillor, SIA
3. Christine Houghton, Executive Director, CAB
4. Brian Clark, RPBio, Executive Vice President, CAB
5. Christine Gelowitz, RPF, CEO of ABCFP
6. John Leech, ASCT, Executive Director of ASTTBC

Brenda Falk, Deputy Mayor of Abbotsford brought greetings and welcomed the conference attendees to Prince George.

Current BCIA Council 2016-2017 was introduced:

President	Jennifer McGuire, P.Ag.
President Elect	Julie Robinson, P.Ag.
Past President	Gary Tipper, P.Ag.
Treasurer/Vancouver Branch	Coreen Moroziuk, P.Ag.
Fraser Valley Branch	Dawn Ross, P.Ag.
Cariboo Central Interior Branch	Marc Schuffert, P.Ag.
Kamloops Branch	Kevin Eastwood, A.Ag.
Kootenay Boundary Branch	Melissa Graydon, P.Ag.
Okanagan Branch	Jessica Morgan, P.Ag.
Peace River Branch	Karrilyn Vince, P.Ag.
Victoria & Islands Branch	Vacant

B. BCIA ANNUAL GENERAL MEETING

The 70th Annual General Meeting of BCIA was called to order at 9:11am by President Jennifer McGuire, P.Ag.

Elisabeth Deom, P.Ag. was identified as the Parliamentarian for the meeting. Elisabeth highlighted the Rules of Order as outlined in the AGM edition of the newsletter. Eligible voting members in attendance were confirmed – 173 total. Quorum was confirmed.

1. Adoption of Agenda

Motion was made to adopt the agenda. Motion carried.

2. Adoption of 2016 AGM Minutes

Motion was made to adopt the minutes as presented. Motion carried.

3. President's Report

Jennifer McGuire, P.Ag. called for a moment of silence in memory of deceased Institute members Rod Negrave and Philip Jones. Jennifer referenced her report on page 7 of the AGM newsletter and highlighted a few items. The hiring process for the Executive Director position was shared with JP Ellson being announced as the new BCIA Executive Director. He will take his position early July.

Jennifer thanked all volunteers and especially the BCIA staff for the extra work they have done this past year; thanked the members for their patience in the transition of Executive Directors; and thanked Don Rugg, P.Ag. for acting as the Registrar during the transition.

The Election Review Committee was recognized for their work and recommendations, which set a clearer path for this year's election, and also the development of the Nominations Committee. Terms of Reference for all Committees were revised and approved with the goal of consistency and clarity. The Finance Committee was removed as it was viewed as overlapping with the Executive Committee. The Nominations committee was developed as a way to help with recruiting of volunteers both at the Council and at the Branch level.

4. Acting Registrar's Report

Don Rugg, P.Ag. referenced his report on page 8 of the AGM newsletter and highlighted a few items. Don gave an overview of 2016 stats with new memberships. Thank you to staff for the work and efforts while in the position.

5. Follow-up to 2016 Resolutions

President Jennifer McGuire, P.Ag. stated that no resolutions were passed at the 2016 AGM and no resolutions were received prior to the 2017 AGM though Jennifer noted two action items that were requested of Council: 2016 AGM Q & A document regarding finances and 2016 Election Review document. Both can be found on the BCIA website under Member Resources, behind the member log-in.

6. Treasurer's Report

President Jennifer McGuire, P.Ag. called upon Coreen Moroziuk, P.Ag., Treasurer to present the Treasurer's Report. Coreen referenced pages 12-15 of the AGM newsletter and provided an overview of the 2016 audited financial statements. Questions from the floor were addressed (see addendum below). A fiscal policy will be developed for investments and a risk analysis will be done. We will be soliciting RFP's for the 2018 Audit.

a. Audited Financial Statements for 2016

Motion to adopt the audited financial statements as recommended by Council. Motion carried.

b. Appointment of Auditor for 2017

Motion to appoint KPMG as the auditor for 2017. Motion carried.

c. Resolution Reminder Re: Membership Fees

Members were informed that there would be no membership fee increase for 2018.

7. Committee Reports

President Jennifer McGuire, P.Ag. referenced page 10 of the AGM newsletter and identified the current Committee Chairs:

Communications Committee – Robert Moody, P.Ag.(Ret)
Conduct & Discipline Committee – Ken Long, P.Ag.(Ret)
Credentials Committee – Stewart McBride, P.Ag. (Acting)
Discipline Hearing Committee – Maureen Kent, P.Ag.(Ret)
Governance Committee – Brian Mauza, P.Ag.
Professional Practice Committee – Oana Enick, P.Ag.

Jennifer recognized all committee chairs and volunteers and invited all members to consider volunteering on a committee.

Motion to accept the President’s report, Acting Registrar’s report and Committee reports as presented in the AGM newsletter. Motion carried.

8. Report on Election Results for President Elect

President Jennifer McGuire, P.Ag. announced that Oana Enick, P.Ag. was elected by the membership for the position of President Elect for 2017-2018. Elizabeth Deom, P.Ag. was recognized for her role as the Returning Officer for this year’s election. An SOP regarding our election process is underway.

9. Location of 2018 and 2019 BCIA AGM

The 2018 BCIA AGM will be held in Fort St. John in June, hosted by the Peace River Branch. The 2019 BCIA AGM will be held in Vancouver in May, at the Westin Bayshore Hotel in conjunction with the 2019 BC Land Summit.

10. Induction of New BCIA President

President Jennifer McGuire, P.Ag. introduced Julie Robinson, P.Ag as the BCIA President for 2017-2018 and formally transferred the presidency to Jennifer with the passing of the BCIA ‘garvel’ and the “Office of the President” talking stick.

11. The Road Ahead and Recognitions

President Julie Robinson, P.Ag. outlined the goals of her term as president of BCIA for 2017-2018. Julie touched on the Community of Practice and the development of the Strategic Plan which have action items for all levels of our organization – branches, committees, individuals, staff and Council. The goal is to have the new Strategic Plan available to the members by the 2018 AGM. Branch and Council representatives for the Community of Practice were recognized. Some branches can expect surveys for member input.

The new Nominations Committee, with Jennifer McGuire, P.Ag. serving as the first Chair in her role as immediate Past President, will have one member from each branch. Branches and Committees are welcome to approach this group for recruitment and support throughout the year. BCIA will continue collaborating with the other natural resource professional organizations to promote the value of qualified professionals.

Julie recognized Jennifer McGuire, P.Ag., Marc Schuffert, P.Ag., Melissa Graydon, P.Ag., Hally Hofmeyr, P.Ag.(Ret), Robert Moody, P.Ag.(Ret), Rhonda Maskiewich, P.Ag. for their service on Council. Maureen Kent, P.Ag.(Ret), Chair of the Discipline Hearing Committee, Ken Long, P.Ag.(Ret), Chair of the Governance Committee, Oana Enick, P.Ag., Chair of the Professional Practice Committee and Regan Purdy, P.Ag.(Ret), Chair of the Communications Committee were all recognized.

12. Introduction of New Council

BCIA Council 2017-2018 was introduced:

President	Julie Robinson, P.Ag.
President Elect	Oana Enick, P.Ag.
Past President	Jennifer McGuire, P.Ag.
Treasurer/Vancouver Branch	Coreen Moroziuk, P.Ag.
Fraser Valley Branch	Dawn Ross, P.Ag.
Cariboo Central Interior Branch	Rebecca Martin, P.Ag.
Kamloops Branch	Kevin Eastwood, A.Ag.
Kootenay Boundary Branch	Vacant
Okanagan Branch	Jessica Morgan, P.Ag.
Peace River Branch	Karrilyn Vince, P.Ag.
Victoria & Islands Branch	Vacant

13. New P.Ag. Certificates

10 newly minted P.Ag.'s. were presented with their framed P.Ag. certificates:

Jason Cagampan, Laura Grafton, Megan Halstead, Mark Hocolik, Benita Kaytor, Jordan McIsaac, Marina Makovetski, Elisa Munro, Susan Omelchuk, and Amy Tipler-Soberlak.

14. New Business

Questions from the floor were addressed (see addendum below).

15. Adjournment of AGM

Fraser Valley Branch, their volunteers and staff were recognized for the hard work and effort that went into organizing this year's conference.

Motion to adjourn the meeting at 10:45 am. Motion carried.



Questions from the Floor
Regarding 2016 Audited Financial Statements

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1. Regarding the increased professional costs pertaining to professional services, why did the payments not come out of the internally reserved fund instead of out the operating budget if that is what the internally reserved fund is for?
Response: The legal fund is for funding costs incurred for supporting the complaint process during detailed and complex complaints; funds are not used when in the early stages of a complaint. While the general understanding of this fund is to be used for tribunals, a fiscal review including risk analysis will be done this year and uses of the funds will be clarified in the resulting financial policy. Increased professional costs (labour law services) were incurred with the departure of the past Executive Director.
2. Where is the BCIA Budget for 2017? Projections for 2017? Will we be discussing it?
Response: The AGM has traditionally focused on reviewing the 2016 Audited Financial Statements. The 2017 Budget is available for viewing on the BCIA website. It is a function of council to review and approve the annual budget early in the fiscal year and is posted to the website for member information shortly after approval.
Further Information: For any questions on the budget, please contact the Treasurer at BCIA-Treasurer@email.bcia.com. A webinar is being developed to clarify the budgeting process and enhance understanding of financial instruments for the organization.
3. There is a big difference between the cash and cash equivalents. What's going to happen with this going forward?
Response: In previous years a short term investment was made leaving enough for operations for several months. No new investments were made in 2016. An investment was made in early 2017. An investment policy will be part of the overall financial policy under development this year.
4. Branches are presented with their annual budgets at their AGM's so why we don't do that on the provincial level?
Response: The AGM has traditionally included a report to the members on what happened last year as opposed to focusing on the 2017 budget. Approval of the budget is a function of the Council. This feedback will be considered by Council for future AGM's. Annual approved BCIA budgets can be viewed on the BCIA website under Member Resources, behind the member log-in.



Questions and Comments from the Floor Regarding Reports and other Business

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1. Expressed concern with the treatment of the terminated BCIA Executive Director and then elected Branch Councillor for Victoria & Islands. Should be celebrating the advancement and improvement of the Institute, increased membership and financial clarity.
Response: Members can refer to the approved Council meeting minutes posted to the website indicating reasons for the Branch Councillor removal from Council and the recorded motion. There was a conflict of interest raised due to a current employer/employee relationship status.
2. On the Victoria & Islands Branch Executive and was not aware of the Branch Councillor being removed from Council.
Response: The Branch President had been notified.
3. Could Council contemplate a different time of year to hold the BCIA AGM. Can be difficult for members to attend the event during the spring due to demands of certain kinds of employment.
Response: Future organizing committees can keep this in mind. April – June though is traditional as this time aligns with completion of the BCIA Audited Financial Statements, working with the approved annual budgets and ensures compliance with the bylaws.
4. Can Council look into creating a Linked-In page for BCIA.
Response: This is an interesting idea. The idea has been passed to the Communications Committee and the new Executive Director, JP Ellson for consideration.
5. Branch Presidents met on Wednesday for a face to face meeting prior to the start of the Conference. They would like to establish a Branch Presidents Committee to receive funding to meet and share ideas and to standardize branch procedures for branch members.
Response: Thank-you for this suggestion. This has been referred to Council for consideration.
6. UFV grads applying for BCIA membership are struggling to meet the criteria.
Response: Thank-you for bringing this information to Council's attention. The Acting Registrar has been in contact with an academic advisor of the new Bachelor of Agriculture and they are looking to revise their program.
7. Could the PD credits be reconsidered for informal and formal continuing education? There should be a revised PD reporting system to recognize different learning outcomes such as between a webinar and a more intensive course.
Response: Thank-you for this feedback. This information will be shared with the Professional Practice Committee for consideration.



8. Could the Institute take measures to help agrologists with their independence and objectivity as consultants to industry and coordinate this with other professional bodies? With workshop training or questionnaires.

Response: Thank-you for this comment. This comment will be shared with the Professional Practice Committee for their consideration.

9. Biostatistics or biometrics is not included in the declared 38 areas of practice.

Response: At one time, BCIA had 257 areas of practice. 257 areas of practice was unrealistic to manage and created significant duplication. The BCIA areas of practice has since been reduced to 38. The current area of practice are broad enough for members to easily select a category. We encourage members to choose the best one that fits. Members are allowed to choose up to three. Should a member have difficulty selecting a category, please contact the Registrar for assistance.