



**Final Minutes of the British Columbia Institute of Agrologists
69th Annual General Meeting
Friday, May 13, 2016 @ 9:00am
The Coast Inn of the North, Prince George, BC**

A. WELCOME

Gary Tipper, P.Ag., BCIA President, welcomed all attendees and thanked the Carrier Sekani and Lheidli T'enneh Nations for the opportunity to meet on their Traditional Territory. Gary also recognized special guests in attendance:

1. John Turner, P.Ag.(Retired), Lay Government Appointee, APEGBC
2. John Leech, AScT, Executive Director of ASTTBC
3. Christine Gelowitz, RPF, CEO of ABCFP

Lyn Hall, Mayor of Prince George and Mike Morris, MLA for Prince George-McKenzie welcomed the conference attendees to Prince George.

B. BCIA ANNUAL GENERAL MEETING

The 69th Annual General Meeting of BCIA was called to order at 9:21am by President Gary Tipper, P.Ag. and the voting members in attendance were confirmed – 120 total.

1. Adoption of Agenda

Motion was made to adopt the agenda with the addition of Committee Reports to follow the Treasurer's Report. Motion carried.

2. Adoption of 2015 AGM Minutes

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

3. President's Report

Gary Tipper, P.Ag. recognized the CCI Branch Organizing Committee for their work in hosting the annual conference; thanks also to BCIA staff, Council members, branch executives, and standing committees especially the Communications Chair, Marg Crowley, P.Ag. in bringing BCIA into the modern era with the new website and new logo; seen improvements with governance and increased professionalism of our members; a more engaged approach will be taken with the new Strategic Plan using branch representatives as champions to solicit information from the branch members; BCIA office will handle procurement of BCIA merchandise.

4. Executive Director's Report

Robert Moody, P.Ag. called for a moment of silence in memory of deceased Institute members: Marshall Cronkhite, Alec Drysdale, Peter Davidson, Phillip Jones, Gary Rolston, and Roy Wilkinson. Membership growth is strong with many professional development opportunities being offered by the branches. Laurena Olsen and Bonnie Keleher, BCIA staff, were recognized.

5. Follow-up to 2015 Resolutions

President Gary Tipper, P.Ag. stated that no resolutions were passed at the 2015 AGM and no resolutions were received prior to the 2016 AGM.

6. Treasurer's Report

President Gary Tipper, P.Ag. called upon Robert Moody, P.Ag., BCIA ED/Registrar, to present the Treasurer's Report with the assistance of Bonnie Keleher, BCIA Financial and Administrative Assistant. Robert provided an overview of the audited financial statements. These were posted to the BCIA website in early April with additional copies on the tables for reference. Robert and Bonnie addressed questions from the floor (see addendum below).

a. Audited Financial Statements for 2015

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

b. Appointment of Auditor for 2016

*Motion to appoint KPMG as the auditor for 2016-2017. **Motion carried.***

c. Resolution Reminder Re: Membership Fees

Members were informed that there would be no membership fee increase for 2017.

7. Committee Reports

President Gary Tipper, P.Ag. noted that all of the Committee reports were printed in the AGM newsletter.

*Motion to accept the Committee reports as presented in the AGM newsletter. **Motion carried.***

Council confirmed all committee members; the Committees are posted to BCIA website. Gary recognized all committee chairs and volunteers and invited all members to consider volunteering on a committee especially the Communications Committee.

8. Report on Election Results for President Elect

President Gary Tipper, P.Ag. recognized the challenges of the 2016 election. The Governance Committee will be tasked with creating a clearer election process and conducting a review of this past election then reporting to staff, council and members. Gary announced that Julie Robinson, P.Ag. was elected by acclamation for the position of President Elect for 2016-2017.

9. Location of 2017 BCIA AGM

The 2017 BCIA AGM will be held in Abbotsford in May 2017 and hosted by the Fraser Valley Branch.

10. Induction of New BCIA President

President Gary Tipper, P.Ag. introduced Jennifer McGuire, P.Ag as the BCIA President for 2016-2017 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 Jennifer McGuire, P.Ag. outlined the goals of her term as president of BCIA for 2016-2017. The Q & A’s from today’s meeting will be formulated and distributed to the membership. Jennifer recognized Gary Tipper, P.Ag. and Margot Pittaway, P.Ag. for their service on Council with BCIA. Marg Crowley, P.Ag. was recognized for her work as Chair of the Communications Committee.

12. New P.Ag. Certificates

9 newly minted P.Ag.’s. were presented with their framed P.Ag. certificates:
Patrick Boylan, William Elliott, Tlell Glover, Brad Halsey, Janet Humphrey, Ian McAllister, Tyler O’Grady, Clayton Smith, and Christine Terpsma.

13. Introduction of New Council

President Jennifer McGuire, P.Ag. introduced the 2016-2017 BCIA Council:

Past President: Gary Tipper, P.Ag.

President Elect: Julie Robinson, P.Ag.

CCI Branch Councillor: Marc Schuffert, P.Ag.

Fraser Valley Branch Councillor: Dawn Ross, P.Ag.

Kamloops Branch Councillor: Rhonda Maskiewich, P.Ag.

Kootenay Boundary Branch Councillor: Melissa Graydon, P.Ag.

Okanagan Branch Councillor: Jessica Morgan, P.Ag.

Peace River Branch Councillor: Karrylyn Vince, P.Ag.

Vancouver Branch Councillor: Coreen Moroziuk, P.Ag.

Victoria & Islands Branch Councillor/Treasurer: Hally Hofmeyr, P.Ag.

14. Adjournment of AGM

Motion to adjourn the meeting at 10:29 am. Motion carried.



Questions from the Floor Regarding 2015 Audited Financial Statements

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1. What was the total amount of branch funds transferred from branch bank accounts to the BCIA bank account?
Answer: A total of \$16,332 was transferred from 8 different branch bank accounts to BCIA's bank account in 2014 and 2015. As this money was already accounted for within the 2014 and 2015 financial statements, it does not appear as revenue.
2. Did BCIA come in on budget in 2015?
Answer: Yes, with a small surplus.
3. What is the interest income and investment portfolio for BCIA?
Answer: BCIA has term deposits, not stocks. One quarter of BCIA money has been put into a legal contingency fund to cover any potential costs as a result of a court case.
4. On page 3 of the Financial Statement there is a line that states "Transfer to internally restricted" \$10,000. What does that refer to?
Answer: Every year, \$10,000 is transferred into the legal fund as reserves.
5. Where is the loss in finances that BCIA incurred through the fraud by the former Financial officer indicated within the financial statements?
Answer: BCIA had the unfortunate incident where \$6,775 was defrauded over a period of 5 years. The individual was convicted. However, no funds have been recovered. Because the losses were incurred over a 5 year period the liability was not recorded by the accountants. A notation in regard to this appeared in the 2012 Financial Statements.
6. Why is there a significant difference between the 2014 and 2015 AGM/Conference expenses and revenues?
Answer: In 2014, the BCIA AGM was held in conjunction with the BC Land Summit. Therefore, in that year, there were no Conference costs as all PD and tours were done through the BC Land Summit. The only expenses incurred were for the AGM and networking event afterwards. As one of the 5 member organizations involved, BCIA received \$20,000 of the net profit from the 2014 BC Land Summit.
7. The 2015 AGM and conference revenue is \$18,000 less than the AGM and conference expenses. Why is there such a difference?
Answer: These lines includes the BCIA and the branch AGM's. While the BCIA Conference and AGM in Kelowna came close to even in 2015, many branch AGM's do not. As the AGM itself is no charge, few if any branches recover their costs for their AGM's which often includes expenses for the facility, catering and PD.



8. Under the line “Newsletter, advertising and promotion, why is there a \$30,000 difference from 2014 to 2015?

Answer: There was that amount budgeted for the implementation of the logo and the website.

9. Under “Professional development”, why are revenues and expenses down in 2015 from 2014?

Answer: In 2014, branches chose to use more of their funds for PD before closing their bank accounts and transferring remaining funds to BCIA.

10. Can we see more line items in the financial statement?

Answer: KPMG follows professional standards for the presentation of audited financial statements. However, we can take a look at providing additional information.

11. There are no branch level accounting reports. Can KPMG look at branch financials and include that in the financial statements?

Answer: Branch level statements are presented at each branch AGM and approved by the branch executive. This information is available at the branch level.

12. Has there been a review of the auditor and the costs? What is the process?

Answer: There was a process used 3 years ago when the auditor role was switched to KPMG. There was a call for quotes and Council made a recommendation for the auditor. It was the membership that approved the auditor. At that time, a decision was made to go with KPMG. KPMG costs are in line with other auditors.

13. Current years of service are related to years with BCIA. There are members who have been P.Ag.’s across Canada with other associations. Can there be a review of how BCIA recognizes years of service?

Answer: This request will be considered.