



Annual Members Meeting Agenda

November 24, 2023, 4:30 pm to 6:00 pm AST

Hosted by l'Université de Moncton, Moncton, NB

1. Welcome and Land Acknowledgement
2. Call to Order and Establishment of Quorum
3. Approval of the Agenda (vote)
4. Approval of the Annual Members Meeting Minutes, Nov. 18, 2022 (vote)
5. Opening Remarks from the Chair of the Board of Directors
6. Report from the Executive Director
7. Strategic Planning Report
8. Acceptance of 2023 Division Committee Reports
9. Financial Report
 - i) Presentation of the 2022-2023 Financial Statement (vote)
 - ii) Appointment of Financial Reviewer for 2024 (vote)
 - iii) Presentation of 2023-2024 Budget
10. Governance Report
 - i) By-laws Revisions (vote)
 - ii) Election of 2023-24 Board of Directors (vote)
11. Other Business
 - i) Host for 2024 Annual Meeting
12. Adjournment

Mission

To grow and connect the post-secondary science communities in Atlantic Canada.

Values

Inclusiveness Leadership Responsiveness Community Sustainability

Motions for Annual Members Meeting, November 24, 2023

Item 3.

Moved that the agenda be approved as (circulated/amended).

Item 4.

Moved that the minutes of the November 18, 2022, Annual Members Meeting be approved as (circulated/amended).

Item 9. i)

Moved that the financial statements for the fiscal year ending August 31, 2023, be accepted as presented.

Item 9. ii)

Moved that Grant Thornton be retained as the financial reviewer for 2023-2024.

Item 10. i)

Be it resolved that the Science Atlantic proposed by-law revisions in the file *Science Atlantic proposed by-laws (final draft Oct 3, 2023).pdf* be approved as circulated.

Note: The following page includes optional alternative motions should the voters wish this omnibus motion be broken into components.

Item 10. ii)

Moved that the slate of Board Directors for 2023-2024 be approved as presented.

Optional: **Moved** that _____ be accepted for the position of _____.

Notes:

- *A call for nominations from the floor will be made at the meeting.*
- *Currently, there is only one nominee per position. At the meeting, the motion may be split into more specific motions if there are any additional nominees.*
- *If you are voting by proxy and do not wish to vote for any individual nominees, please let your proxy know.*

Item 12.

Moved that the meeting be adjourned at (time).

Possible Alternative Motions for the Proposed By-laws Revisions (Agenda Item 10.i)

If any Institutional Representative wishes to discuss one or more sections or articles before voting, approval can be given in multiple motions, using the following template instead of the omnibus motion on the previous page.

Be it resolved that the Science Atlantic proposed by-laws revisions in the file *Science Atlantic proposed by-laws (final draft Oct 3, 2023).pdf* be approved as circulated with the exception of [Article/Section] _____.

With a follow up motion for the exempted section:

Be it resolved that [Article/Section _____] of the [by-laws](#) be [modified/added/deleted] as follows: _____
_____.

Sample follow-up motions, based on the four sections of the explanatory letter, file title *2023 10 25 Notice of proposed SA By-laws revisions (letter)*, are listed below:

1. **Be it resolved that** the makeup and number of Board Directors (section 11.02 of the file *Science Atlantic proposed by-laws (final draft Oct 3, 2023).pdf*) be modified to include a third seat for an additional Director-at-Large from the broader community and a seat for a student representative.
2. **Be it resolved that** changes and deletions to the by-laws required to meet legal and fiduciary requirements be approved as circulated in the file *Science Atlantic proposed by-laws (final draft Oct 3, 2023).pdf*.
3. **Be it resolved that** updates and additions to the by-laws related to the federal [Not-for Profit Corporations Act](#) and sections that are commonly recognized to support good governance practices be approved as circulated in the file *Science Atlantic proposed by-laws (final draft Oct 3, 2023).pdf*.
4. **Be it resolved that** copyediting and numbering modifications, additions, and deletions to the by-laws that do not change meaning be approved as circulated in the file *Science Atlantic proposed by-laws (final draft Oct 3, 2023).pdf*.

Note: Other motions may be made from the floor.

2022 Annual Members Meeting

Hosted by Dalhousie University
Friday, November 18, 2022 5:15 PM AST

Minutes (Draft)

1. Welcome and Land Acknowledgement

Charles Macdonald (Dal), host and Chair Elect, presented a land acknowledgement.

2. Call to Order and Establishment of Quorum

The Board Chair, Robert van den Hoogen (StFX), confirmed that a quorum was met.

3. Approval of the Agenda

Moved (Gary Saunders, UNB-F/Charles Macdonald, Dal) that the agenda be approved as circulated. **Carried.**

4. Approval of the Annual Members Meeting Minutes, November 25, 2021

Moved (Joe Apaloo, StFX/Rick Pierrynowski, CBU) that the minutes of the 2021 Annual Members Meeting be approved as circulated. **Carried.**

5. Opening Remarks from the Chair of the Board of Directors

Robert van den Hoogen provided opening remarks.

6. Report from the Executive Director

Lois Whitehead, Executive Director, provided a verbal summary of her circulated report.

7. Strategic Planning Report

Robert van den Hoogen presented a summary of the results of the activities undertaken to support the 2018-2022 strategic plan and the new 2023-2028 plan.

8. Acceptance of 2022 Division Committee Reports

The Division reports were accepted as circulated.

9. Financial Report

i. Presentation of the Financial Statement for Period Ended August 31, 2022

Lois Whitehead presented Grant Thornton's August 31, 2022, financial statement on behalf of Treasurer David Gray (Dal-Ag) who was unable to attend due to illness.

Moved (Rick Pierrynowski, CBU/Gary Saunders, UNB-F) that the financial statement for the fiscal period ending August 31, 2022, be accepted as presented. **Carried.**

ii. **Appointment of Financial Reviewer for 2023**

Moved (Charles Macdonald, Dal/Travis Fridgen, MUN) that Grant Thornton be retained as the financial reviewer for 2022-2023. **Carried.**

iii. **Presentation of 2022-2023 Budget**

Lois Whitehead presented the 2022-2023 budget, noting that it had been previously discussed and approved by the Board of Directors.

10. Governance Report

i. **Election of 2022-2023 Board of Directors**

Moved (Robert van den Hoogen, StFX/Joe Apaloo, StFX) that the slate of Board Directors for 2022-2023 be approved as presented. **Carried.**

Action: Further nominations for the vacant positions will be accepted as received.

Moved (Travis Fridgen, MUN/Joe Apaloo, StFX) that the Board be empowered to appoint up to two Directors to fill vacancies. **Carried.**

11. Other Business

i. **Host for 2023 Annual Meeting**

Meeting hosts were identified as follows:

- 2023: Dal Ag
- 2024: Memorial
- 2025: UdeMoncton

12. Adjournment of Business Meeting

There being no other business, the meeting was adjourned at 6:20 pm AST.

Proposed 2023 Slate of Board Directors

* Names in **bold** are nominated or reoffering Directors

[Biographies of nominees](#)

Executive

- Continuing: Chair: Charles Macdonald (Dal) (to Nov. 2024)
- **Nominated: Chair Elect: Malcolm Butler** (SMU) (to Nov. 2024)
- Past Chair: N/A
- **Nominated: Treasurer: Steve Smith** (SMU) (to Nov. 2025)

Directors-at-Large, Institutional Representatives (two position available)

- Continuing: Travis Fridgen (Memorial) (to Nov. 2024)
- **Reoffering: Alain Joseph** (NSCC) (to Nov. 2025)
- **Nominated: Jennifer Tomes** (MtA) (to Nov. 2025)

Directors-at-Large, Division Committee Chairs (two positions available)

- Continuing: Andrea Burgess (UNB-SJ); SA Past Chair, Math & Stats Division (to Nov. 2024)
- **Nominated: Angie Birt** (MSVU); SA Chair, Psychology (to Nov. 2025)
- Vacancy

Directors-at-Large, Community (two positions available)

- **Nominated: Isaac Cook**, MindFrame Connect (to Nov. 2025)
- **Nominated: Nick Nickerson**, EOSense (to Nov. 2025)

Note:

If the proposed by-laws are approved, additional positions will be available:

- Director-at-Large, Community
- Director-at-Large, Student Representative