

2023 Annual Members Meeting

Hosted by Université de Moncton
Friday, November 24, 2023 4:31 PM AST

Minutes (Draft)

1. Welcome and Land Acknowledgement

Host Pandurang Ashrit (UdeM) presented a land acknowledgement and welcomed attendees.

2. Call to Order and Establishment of Quorum

The Board Chair, Charles Macdonald (Dal), confirmed that a quorum was met.

3. Approval of the Agenda

Moved (Steven Smith, SMU/Joe Apaloo, StFX) that the agenda be approved as circulated. **Carried.**

4. Approval of the Annual Members Meeting Minutes, November 18, 2022

Moved (Pandurang Ashrit, UdeM/Travis Fridgen, MUN) that the minutes of the 2022 Annual Members Meeting be approved as circulated. **Carried.**

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

Charles Macdonald provided opening remarks.

6. Report from the Executive Director

Lois Whitehead, Executive Director, provided a verbal report.

7. Strategic Planning Report

Alain Joseph (NSCC) presented a summary of the results of the activities undertaken over the past year to support the 2023-2028 strategic plan.

8. Acceptance of 2023 Division Committee Reports

The Division reports were accepted as circulated. Andrea Burgess (UNB-SJ) highlighted activities of the Division Chairs over the past year.

9. Financial Report

i. Presentation of the Financial Statement for Period Ended August 31, 2023

Steven Smith presented Grant Thornton's August 31, 2023, financial statement.

Moved (Pandurang Ashrit, UdeM/Nola Etkin, UPEI) that the financial statement for the fiscal period ending August 31, 2023, be accepted as presented. **Carried.**

ii. Appointment of Financial Reviewer for 2024

Moved (Sam Veres, SMU/Alain Joseph, NSCC) that Grant Thornton be retained as the financial reviewer for 2023-2024. **Carried.**

iii. Presentation of 2023-2024 Budget

Steven Smith presented the 2023-2024 budget.

10. Governance Report

i. By-Law Revisions

Moved (Joe Apaloo, StFX/Pandurang Ashrit, UdeM) 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. **Carried.**

ii. Election of 2023-2024 Board of Directors

Moved (Nola Etkin, UPEI/Joe Apaloo, StFX) that the slate of Board Directors for 2023-2024 be approved as presented. **Carried.**

Action: The Division Chairs will discuss the open Director seat and appoint a Division Chair to fill the vacancy.

11. Other Business

i. Host for 2024 Annual Meeting

Travis Fridgen, Institutional Representative for Memorial University, confirmed that he will host the 2024 meetings.

12. Adjournment of Business Meeting

There being no other business, the meeting was adjourned at 5:42 pm AST.