

**ANNUAL GENERAL MEETING
MINUTES
FRIDAY, JUNE 8, 2018
FORT SASKATCHEWAN, ALBERTA**

Alberta Elks Foundation



REACHING OUT TO OTHERS

1. Call to Order

The meeting was called to order by Chairperson Duane Felt at 8:13 a.m.

2. Introduction of Trustees

Chairman Felt introduced the Trustees – Gail Schrock, Roland Gagnon, Phyllis Anderson, Roy Poisson, Vic Schmidt (1st Vice President) and Lynda Petten, Secretary-Treasurer

3. Approval of the Agenda

Moved by Bob Shave, Breton and seconded by Lyle Ozouf, Edmonton to approve the agenda as circulated. CARRIED

4. Adoption of 2017 Annual General Meeting Minutes

Moved by Al Gummeson, Ft. Saskatchewan, seconded by Ken Neuman, Pincher Creek to adopt the 2017 Annual General Meeting minutes as distributed. CARRIED

5. Reports

a) Chair Report

- Advised that the 1st Vice-President was added as a voting member and the Provincial President attends the meetings for information purposes
- Roland Gagnon has completed his three-year term
- Roy Poisson is stepping down as a Trustee
- As this is our last year for the ISTAR commitment, the membership was requested ideas regarding ISTAR

ACTION: Trustees and Membership

b) ISTAR Representative Report

- Advised the membership that ISTAR will be holding a gala in October
- The satellite office was opened in Calgary in April
- Roland Gagnon thanked the membership for giving him the opportunity to serve on this Board and as the ISTAR representative

c) Raffle Chair Report

- Margo Ward reported that with the tickets being 90% sold, the profits are expected to be higher this year
- Camrose Elks sold the most number of books
- There are Lodges missing documents required for AGLC
- Thanked Gerry LePrieur and Bill Ward for all their help this year

d) Tabs for Tots Chair Report

- Chairman Felt thanked Brother Nick Henger for his 17 years spearheading this program and the collection of approximately \$170,000 for the Foundation
- Due to the lack of applications this year, we will have a large carry-over of funds
- A change in regulations will reflect that Tabs for Tots applications under \$2,000 can be approved by the Trustees anytime throughout the year. Only those applications over \$2,000 will have to go to the Annual General Meeting for approval. Applications from any Lodge can only occur once every three years. Any application under \$2,000 does not have to be matched by the Lodges; over \$2,000 must be matched by the Lodges.
- The District Deputies were encouraged to pass this information on in their visits.
- Brother Henger thanked the membership on behalf of the hundreds of children that have been helped with these contributions
- Jean Frere, Trochu, requested that the Tabs for Tots totals be shared with the Lodges; this will be provided to the District Deputies to share in their travels

ACTION: Judiciary to make Regulation Change

e) Website Report

- Rick Doell was thanked for his five years service as Website Chair
- A demonstration of the new website will occur at the Association meeting

f) Float Report

- Ian Sundquist, Stavelly reported that the float visited thirteen communities last year and was well received
- Seven bookings to date this year
- Reported that he was disappointed in Lodges helping with the set-up of the float but not with packing up. It is difficult to get the tarp on and requested that if a Lodge has booked the float, they ensure that help is provided
- Reported that the truck needs a new water pump and was informed to have it replaced.

ACTION: Stavelly Elks to have new pump installed

g) ISTAR Report

- Holly Lomheim introduced herself and indicated that she has been appointed Executive Director; also introduced two other staff members present at the meeting
- She explained the organizational changes
- Thanked the Elks for their many years of support and indicated that ISTAR is very dependent on donations
- Ken Neuman, Pincher Creek requested that ISTAR ensure that clients are aware that they can take a refresher course
- Regulation 9.2 – Deborah Kully Scholarship – dates for application has been changed to June 1st each year to better reflect the student timelines

ACTION: Judiciary to change Regulation 9.2

Moved by Arnout Steenhardt, Drayton Valley, seconded by Harvey Schultz, Ponoka the reports be received as presented. CARRIED

6. Review of Audited Financial Statements

- Nick Henger, Red Deer Elks had attended to the auditors with the Secretary-Treasurer and therefore explained the statements to the membership
- Restricted assets are those received from the raffle and casino
- There is a \$30,000 reduction in revenue due to the Ft. McMurray funds being forwarded to the Wood Buffalo Food Bank
- Next casino is in 2019 which will not affect this year's budget
- Tabs for Tots carry-over is approximately \$13,000

Moved by Vic Schmidt, Westlock, seconded by Don Borrowman, Medicine Hat to receive the audited financial statements as presented. CARRIED

7. Resolutions

Uncirculated Resolution #1 –

WHEREAS: Section 12.4.1 of the Bylaws of the Alberta Elks Foundation states that "The Board of Trustees at its first meeting, shall appoint the Secretary-Treasurer annually. The term of office of the Foundation Secretary-Treasurer shall not exceed a maximum of five consecutive years."

AND WHEREAS: The Board of Trustees is having difficulty in finding Members that are willing to serve in this position due to the perceived time commitment;

AND WHEREAS: Once a Member has stepped forward to take on this task, the time limit of allowing a Member to serve in this capacity for a maximum of five years puts an increased burden on the Foundation Trustees to find a replacement.

AND WHEREAS: The Trustees have found it very difficult to find Members that are willing to commit to filling the position of Secretary-Treasurer.

THEREFORE, BE IT RESOLVED THAT: Section 12.4.1 be re-written to read “The Board of Trustees, at its first meeting, shall appoint the Foundation Secretary-Treasurer annually.”

Submitted by the Alberta Elks Foundation Trustees

Moved by Leonard Shain, Sherwood Park, seconded by Don Rush, Crossfield to bring Uncirculated Resolution #1 to the floor. CARRIED

Moved by Ken Fedoruk, Grande Prairie, seconded by Nick Henger, Red Deer that Uncirculated Resolution #1 is in order. CARRIED

Moved by Barbara Evans, Whitehorse, seconded by Ron Townrow, Didsbury to amend the bylaw to read “should” instead of “shall”.

Questions from the membership included whether the duties and time commitment were shared with the membership. It was also stated that we don't want the Secretary-Treasurer to be stuck in the position for years but also feels that we, as members, should be actively looking for a replacement if the time frame is being left.

Resolution was defeated.

At this time, the Board of Trustees appointed Lynda Petten as Secretary-Treasurer for the ensuing year.

ACTION: Trustees and Membership to find a replacement for the position

8. Annual \$5,000 Grant to Elks/Royal Purple Fund for Children

Moved by Al Gummesson, Ft. Saskatchewan, seconded by Lorene Rose, High Prairie to approve the annual grant to the Elks/Royal Purple Fund for Children in the amount of \$5,000. CARRIED

9. Tabs for Tots Applications

- a) TFT 2018-01 – McLennan Royal Purple Elks – Baby Weigh Scale - \$250

Moved by Margo Ward, Didsbury, seconded by Louise Higginbottom, Trenville, to approve TFT 2018-01 – in the amount of \$250 to the McLennan Royal Purple Elks for the purchase of a baby weigh scale. CARRIED

10. General Applications Over \$2,000

- a) GA 2018-01 – Vegreville Elks – PortabLe ECG Machine - \$5,000

Moved by Barbara Evans, Whitehorse, seconded by Bob Shave, Breton to approve GA 2018-01 – in the amount of \$5,000 to the Vegreville Elks to help with the purchase of a portable ECG machine. CARRIED

- b) GA 2018-02 – McLennan Royal Purple Elks – Outdoor Multi-Sport Facility - \$5,000

Moved by Arnout Steenhart, Drayton Valley, seconded by Ina Worsley, Sherwood Park to approve GA 2018-02 in the amount of \$800 to be put towards the outdoor multi-sport facility. CARRIED

Funds requested for a project over \$2,000 must be matched by the supporting Lodge.

11. Future of the Float

Float Chairman, Ian Sundquist, Stavelly Elks reported that other than a water pump needing to be replaced, the truck gets good mileage and the tires are good. We need to promote ourselves as an organization and the float is a great means of doing so.

The float was brought to the Conference so the membership could see it. As the Grey Cup will be held in Edmonton in 2018, it was felt that the float should be in the parade.

The \$40.00 fuel surcharge was discussed and perhaps needs to be adjusted to the cost of fuel now. This will be discussed in the coming year's discussions. Ian Sundquist reported that many Lodges filled the truck prior to him leaving the site which helped keep costs down.

As no alternatives have been presented by the Trustees, the float will remain in service.

ACTION: Trustees to provide a recommendation to the membership as to the float future, fuel surcharge and Lodge to look after prepared for 2019 AGM

12. New Business

- a) 50th Annual Foundation Raffle

Moved by Arnout Steenhart, Drayton Valley, seconded by Darren Scott, Breton to hold the 50th Annual Foundation Raffle. CARRIED

- b) Budget

Moved by Nick Henger, Red Deer, seconded by Lorene Rose, High Prairie that the mileage rate for the Alberta Elks Foundation be increased to thirty cents, effective June 15, 2018. CARRIED

ACTION: Judiciary to update regulations.

2018-2019 Budget

	Proposed Budget 2018-2019	Actuals to 31-Mar-18	Approved Budget 2017-2018
INCOME			
<u>Donations</u>			
General	40,000.00	54,681.28	40,000.00
Tabs for Tots	5,000.00	10,831.87	5,000.00
ISTAR Lodge Contributions	10,000.00	13,741.66	10,000.00
<u>Casino</u>			
Operational	0.00	2,213.40	2,500.00
Pool Payout	0.00	68,301.65	0.00
<u>Raffle</u>			
Raffle Final Proceeds	23,000.00	31,870.52	20,000.00
Raffle Start-up Fees Returned	10,000.00	0.00	10,000.00
Commissions Donated	2,000.00	0.00	2,000.00
Bank Account Interest Earned	150.00	421.81	150.00
Float Fees	1,500.00	3,362.20	1,500.00
Website Sponsors	0.00	0.00	200.00
Insurance (Recovered by Association)	2,500.00		2,650.00
Miscellaneous Income	100.00	891.66	100.00
GST Rebate	500.00	555.84	500.00
TOTAL INCOME	94,750.00	186,871.89	94,600.00
EXPENSE			
<u>Foundation Grants</u>			
General Grants	15,000.00	19,950.00	10,000.00
Tabs for Tots Grants	5,000.00	8,866.70	10,000.00
Disaster Grants	2,000.00	2,000.00	2,000.00
Fund for Children	5,000.00	5,891.66	5,000.00
<u>ISTAR</u>			
Annual Commitment	37,174.00	35,000.00	35,000.00
Lodge Direct Contributions	10,000.00	13,741.66	10,000.00
Boberg Scholarship	3,000.00	3,000.00	3,000.00
Kully Scholarship	4,000.00	4,000.00	4,000.00
<u>Casino</u>			
Advisor Fees	0.00	2,213.40	2,500.00
Casino Workers	0.00	2,926.01	5,000.00
<u>Foundation Raffle</u>			
Start-up Funds	10,000.00	10,000.00	10,000.00
Other Expenses	1,000.00	0.00	1,000.00

Chairman's Honorarium	1,200.00	1,200.00	1,200.00
<u>Float Expenses</u>			
Truck Maintenance and Fuel	1,500.00	1,936.54	1,500.00
Float Maintenance	1,000.00	1,983.29	1,000.00
<u>Insurance Expense</u>			
Float/Vehicle Insurance	500.00	454.00	500.00
Comprehensive (1/2 Paid by Association)	5,200.00	2,627.50	5,200.00
<u>Meeting Expenses</u>			
Annual Meeting	7,000.00	8,649.15	7,000.00
Mid-term Meeting/Training	2,500.00	1854.23	2500.00
Special/Conference Call Meetings	500.00	183.19	500.00
ISTAR Representatives	500.00	200.00	500.00
Accounting & Legal Expense	5,600.00	5,269.00	5,600.00
Advertising & Promotion	800.00	0.00	800.00
Miscellaneous Expenses	500.00	119.00	500.00
Miscellaneous Travel	0	0.00	0.00
<u>Secretary's Expense</u>			
Honorarium	6,000.00	5,000.00	6,000.00
Office Supplies Expense	1,000.00	217.85	2,500.00
Storage Unit Rental	1,200.00	897.74	1,100.00
Petty Cash	500.00	273.51	500.00
<u>Communications</u>			
Telephone	250.00	250.00	250.00
Internet	300.00	200.00	300.00
Web Page Expenses	2,000.00	133.09	
Postage and Meter Expense	1,000.00	737.09	1,000.00
<u>Bank Charges</u>			
Service Charges	200.00	40.00	200.00
TOTAL EXPENSES	131,424.00	139,814.61	136,150.00
TOTAL INCOME	94,750.00	186,871.89	94,600.00
LESS TOTAL EXPENSES	-131,424.00	-139,814.61	-136,150.00
NET INCOME (DEFICIT)	-36,674.00	47,057.28	-41,550.00

Approved by Trustees April 8, 2018

Approved at AGM June 2018

Moved by Linda Christinowski, St. Paul, seconded by Al Gummesson, Ft. Saskatchewan to approve the 2018/2019 budget as amended. CARRIED

13. Good of the Order

- Roy Poisson removed himself from the Board to speak against providing further funding to ISTAR because of the award being given to David Suzuki.
- Holly Lomheim explained that this is an issue that has affected donations to the University of Alberta but ISTAR is arms length from the University and receives IT support, an area for their offices. We must remember that the funds received from the Elks is for ISTAR and not for the U of A. Removing our financial support will affect the children we are helping, not the University.

a) Presentation of Fund for Children Cheque

Chairman Duane Felt presented the \$5,000 cheque to Grand Lodge Representative, Leonard Shain.

b) Presentation of Other Cheques

District Deputy Don Pilisko, Elk Point returned a cheque in the amount of \$5,000 from a project for a skateboard project that did not get off the ground. He also presented another \$500 for the inconvenience caused by this.

c) Donation Totals

- General Donations - \$39,829.40
- Tabs for Tots - \$7,700.00
- ISTAR - \$5,300.00
- President Townrow's Quilt Raffle - \$1,529.40
- Duane Felt's Pin Donations - \$200.00

d) Presentation of Certificates

- Bill Hilz (largest single contribution) – Stavely Elks
- Bob Manning (highest per capita donation) – Whitehorse Elks
- Tabs for Tots Contribution Award –

14. Adjournment

The meeting was adjourned at 10:35 a.m. on a motion by Chairman Duane Felt.
