



caem CANADIAN ASSOCIATION  
of EXPOSITION MANAGEMENT

acge L'ASSOCIATION CANADIENNE  
de GESTION D'EXPOSITIONS

## **MINUTES**

### **Annual General Meeting Blue Mountain Resort, Collingwood, Ontario Monday, June 25, 2018 9:00AM EDT**

#### **1. CALL TO ORDER**

President Jennifer Allaby from the Canadian National Sportsmen's Shows called the meeting to order at 9:00 am. She thanked Tessier Exhibit and Show Services for sponsoring the Annual General Meeting.

#### **2. ESTABLISHMENT OF QUORUM**

Secretary Dion Burt confirmed that a quorum of voting members was present. At the close of business yesterday, 127 voting exposition members and 80 associate member companies had paid their 2017 membership fees, and are therefore eligible to vote. Dion Burt noted that the quorum requirement was 40 voting members present or by proxy.

Dion Burt stated that he had been advised by staff that a total of 80 voting delegates were present at this meeting and a total of 2 voting members had provided proxies, so we do have quorum, and business can proceed.

The voting scrutineers for this meeting were Anita Schachter, Melissa Arnott and Julie Pike. All votes on motions were counted and filed with the Executive Director.

The Secretary noted that, as per the CAEM bylaws, the meeting was governed by Robert's Rules of Order in the transaction of business. Dion Burt provided an overview of how the voting cards are used during the meeting.

#### **3. MINUTES OF THE LAST GENERAL MEETING**

On a motion being made by Pat D'Alessandro, seconded by Mark Romanowicz, and carried, the minutes of the previous meeting held on June 26, 2017 were adopted as circulated.

#### **4. FINANCIAL REPORT**

Treasurer Laura Purdy, CEM presented the audited financial statements for the year ending December 31, 2017. She noted that the financial statements follow a thorough audit process conducted by the accounting firm appointed by the membership, Palmer Reed.

2017 proved to be a strong year for CAEM. After a loss in 2016, the Board made it a priority to stabilize the financial health of the organization. The Board and Finance Committee worked with the committees to reforecast budgets and implement cost containment strategies. As a result, CAEM realized a surplus of \$62,000. This surplus has been used to replenish our reserves which allow CAEM to operate from a financially

stable position. Laura thanked the Finance Committee, Board, and volunteers for their hard work and dedication over the last year.

It was moved by Laura Purdy, CEM, seconded by Mike Russell, and carried, that the financial statements for the year ending December 31, 2017 be adopted as presented.

It was moved by Laura Purdy, CEM, seconded by John Le Roy and carried, that Palmer Reed be appointed as the auditor for the Association for 2018.

## **5. ANNUAL AND COMMITTEE REPORTS**

Reports were provided from the following committees:

1. 2017 Annual Conference
2. Marketing and Communications
3. Events
4. CEM Council

## **6. ELECTION OF OFFICERS & DIRECTORS**

Sherry Kirkpatrick, Chair of Nominating Committee presented the slate of the 2018/2019 Board of Directors. She reported that in accordance with CAEM by-laws, the following slate of officers and directors were elected by acclamation.

The CAEM 2018/2019 Board of Directors will be:

### **Executive Officers:**

President: Catherine MacNutt, Master Promotions Ltd.

1st Vice-President: Nancy Milani, CEM, CMP, Informa Exhibitions

2nd Vice-President: Bianca Kennedy, Power Sport Services

Secretary: Dion Burt, LANGE

Treasurer: Laura Purdy, CEM, CMM, Enercare Centre/Beanfield Centre

Past President: Jennifer Allaby, Canadian National Sportsmen's Shows

Executive Director: Maddy Marchildon, CAEM

### **Directors:**

Kelly Antonaros, CEM, ZoomerMedia Limited

Heather MacRae, Landscape Ontario

Laurie Paetz, Power Sport Services

Nick Samain, CEM, dmg events (Canada) inc.

Tony Gallagher, CEM, GES

Mike Russell, The Toronto Congress Centre

Brad Hellas, Showtech Power & Lighting

Mireille Tessier, CEM, Tessier Exhibit & Show Services

No additional nominations have been received. As such, it was moved by Dion Burt, seconded by Nancy Milani and carried, that the 2018/19 Board of Directors be approved as presented.

## **7. AWARDS AND SPECIAL RECOGNITION**

Jennifer Allaby recognized and thanked the following outgoing Board members for their hard work and dedication to the Association:

Sherry Kirkpatrick, Workplace Safety & Prevention Services

Dominique Gagnon, CEM, Centre de Foires de Sherbrooke

**8. OUTGOING PRESIDENT'S REMARKS**

CAEM's President, Jennifer Allaby addressed the membership. She reported that two years ago, when beginning her term as President, the Association had a deficit for fiscal 2015 that exceeded \$11,000. At that time, she stated that CAEM needed to change in order to be sustainable.

CAEM is now on the path to success, which is large part due to the dedication of the Board, committees and members. She thanked the Association's members and sponsors, who through their financial contribution supported the recovery of the organization.

This past year has been one of significant change. The former firm Association & Events Management had served CAEM for 11 years, and after the organization went to RFP in 2017, decided to give their notice and end their relationship with CAEM. Catherine MacNutt and Sherry Kirkpatrick were thanked for their work throughout their RFP process. Redstone Agency was brought on board on January 1, 2018 as the new management company and have played an active role in the success of the 2018 events. Members were thanked for their support in working with this new team.

Sherry Kirkpatrick was thanked in her role as Past President. Anita Schachter was also thanked as a former Past President. Members were also thanked for their comments and being engaged in the Association.

Jennifer Allaby stated that it has been a challenging but hugely rewarding year for her as President and she assured the membership that the future of CAEM is very bright.

Catherine MacNutt, the incoming CAEM President was welcomed into her term. She thanked Jennifer Allaby for being supportive through this transition. She also reported on some of the work intended by the Board in the coming year and as part of her term. One of her goals is to increase member value through strategic partnerships. The Board will also be working with the office to review its current events and sponsorships so that we can further identify opportunities and value. We will also be reviewing the current committee structure to ensure that the Association is working effectively with the office. We will also continue partnerships with IAEE and Incentive Works. She expressed her gratitude for the membership and what the Association has achieved over the last two years.

**9. TERMINATION OF MEETING**

There being no further business and on a motion being duly made by Dominique Gagnon, seconded by Kyle Dugan, CEM, and carried, the meeting was terminated at 9:38 am ET.