



caem CANADIAN ASSOCIATION  
of EXPOSITION MANAGEMENT

acge L'ASSOCIATION CANADIENNE  
de GESTION D'EXPOSITIONS

## **MINUTES**

### **Annual General Meeting The Westin Calgary, Calgary, Alberta Monday, June 24, 2019 9:00AM MT**

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

President Catherine MacNutt from Master Promotions Ltd. called the meeting to order at 9:00 am. She thanked Informa 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 Friday, June 21, 116 voting exposition members and 68 associate member companies had paid their 2019 membership fees, and are therefore eligible to vote. Dion Burt noted that the quorum requirement was 37 voting members present or by proxy.

Dion Burt stated that he had been advised by staff that a total of 65 voting delegates were present at this meeting and a total of 7 voting members had provided proxies, so we do have quorum, and business can proceed.

The voting scrutineers for this meeting were Nicole Jeffrey, Michael Dargavel, and Bev Hill. 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, with the following friendly amendment by Michael Dargavel to item 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 **2018** membership fees, and are therefore eligible to vote. Dion Burt noted that the quorum requirement was 40 voting members present or by proxy.as circulated.

the minutes of the previous meeting held on June 25, 2018 were approved as amended.

**4. FINANCIAL REPORT**

Treasurer Laura Purdy, CEM presented the audited financial statements for the year ending December 31, 2018. She noted that the financial statements follow a thorough audit process conducted by the accounting firm appointed by the membership, Palmer Reed.

For the second year in a row, through the joint efforts of the Board of Directors, the Finance Committee and the ongoing financial diligence of the sub-committees, the Association has realized a surplus in the amount of \$77,476. While positive, the Finance Committee continues to operate within defined cost containment strategies, and quarterly budget reforecasting to ensure the ongoing financial sustainability of CAEM can be maintained.

It was moved by Laura Purdy, seconded by Mark Romanowicz, and carried, that the financial statements for the year ending December 31, 2018 be adopted as presented.

It was moved by Laura Purdy, seconded by Marcela Marijosius, and carried, that Palmer Reed be appointed as the auditor for the Association for 2019.

**5. ANNUAL AND COMMITTEE REPORTS**

Reports were provided from the following committees:

1. 2018 Conference Committee
2. Marketing & Communications Committee
3. Holiday Lunch
4. Awards of Excellence
5. Summer Social
6. CEM Certification Council

**6. ELECTION OF OFFICERS & DIRECTORS**

Jennifer Allaby, Chair of Nominating Committee presented the slate of the 2019/2020 Board of Directors. She reported that in accordance with CAEM by-laws, the Expo member nominations positions were elected by acclamation. The call for nominations resulted in overwhelming interest from our Associate membership; we received five (5) nominations, for three (3) positions available. Online voting for the elections was made available to voting members not present at the conference, and in-person voting was available at the registration table up until the call to order of the AGM. The election scrutineers were Robert Halasz, Sheila Wong, and Elizabeth McCullough. All votes were counted and filed with the Executive Director.

Having tabulated the results of the election, both online and in-person, the CAEM 2019/2020 Board of Directors will be:

**Executive Officers:**

President: Catherine MacNutt, Master Promotions Ltd.

1st Vice-President: Bianca Kennedy, Power Sport Services

2nd Vice-President: Nancy Milani, CEM, CMP, Informa Exhibitions  
Treasurer/Secretary: Laura Purdy, CEM, CMM, Enercare Centre/Beanfield Centre  
Past President: Jennifer Allaby, Canadian National Sportsmen's Shows

**Directors:**

Kelly Antonaros, CEM, ZoomerMedia Limited  
Laurie Paetz, Power Sport Services  
Brad Hellas, Showtech Power & Lighting  
Mireille Tessier, CEM, Tessier Exhibit & Show Services  
Michelle Kofman, MRK Communications  
Tony Gallagher, CEM, GES Canada Limited  
Karen Maki, CEM, Stronco  
Mike Russell, CEM, the Toronto Congress Centre

It was moved by Dion Burt, seconded by Kyle Duggan, CEM, and carried, that the 2019/20 Board of Directors be approved as presented.

**7. AWARDS AND SPECIAL RECOGNITION**

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

Heather MacRae, Landscape Ontario  
Dion Burt, Lange  
Nick Samain, dmg events

**8. OUTGOING PRESIDENT'S REMARKS**

CAEM's President, Catherine MacNutt addressed the membership, noting the following:

- Thanks to the membership for participating in the election of nominees to the board. While this process is in accordance with our bylaws, it is encouraging to see such engagement from members.
- Congratulations to the new board members and thank you to those remaining, as well as thanks to those who are concluding their terms of service.
- Developments for CAEM in the past year, including a member needs assessment survey, a brand new sponsorship offering that addresses the needs of our existing, valued sponsor members, and discussion on new membership initiatives which has led to a mentorship program, amongst other possible opportunities.
- Re-igniting the CAEM Health & Safety Task Force.
- Reviewing new and existing partnerships, including with Go West, Meetings Mean Business, and IAEE.

**9. TERMINATION OF MEETING**

There being no further business and on a motion being duly made by Pat D'Alessandro, seconded by Elizabeth McCullough, and carried, the meeting was terminated at 9:38 am MT.