



Ponoka Family & Community Support Services Annual General Meeting Minutes October 18, 2021

Members Present: Lynn Lawrence (Board Chair), Debby Grant (Vice Chair), Sandra Lyon (Town of Ponoka Representative), Alana Cissell (Member at Large), Mark Matejka (County of Ponoka Representative), Gerry McCracken (Member at Large).

Non-Members Present: Shannon Boyce-Campbell (Executive Director), Wes Allan, (Financial Controller)

Guests: Jack Surbey, Doug Gill and Kalea Gougoulas

Recording Secretary: Shannon Epp (Office Manager)

Regrets: Ed Seto (Member at Large)

1.0 Call to Order: The meeting was called to order by Lynn Lawrence, Board Chair at 5:08 pm at the Old Iron Horse Restaurant.

2.0 Determination of Quorum: As six members were present, a quorum was declared.

3.0 Adoption of Agenda:

2021-AGM1: Moved by Mark Matejka that the agenda of the 2021 AGM be adopted as circulated.
CARRIED.

4.0 Minutes of the 2020 AGM:

2021-AGM2: Moved by Alana Cissell that the minutes of the 2020 AGM be adopted as circulated.
CARRIED.

5.0 Addresses and Discussions: The annual report was circulated and discussed.

6.0 Presentation of 2020 Financials:

2021-AGM3: Moved by Gerry McCracken that the 2020 FCSS Financials be adopted as presented.
CARRIED.

7.0 Accept the signed Statements of “Board Confirmation of Review” of the two (2) appointed Board Members being Gerry McCracken and Debby Grant for the year ended December 31, 2020:

2021-AGM4: Moved by Mark Matejka to accept the signed statements of Board Confirmation of Review for the year ended December 31, 2020. **CARRIED.**

8.0 Appointment of External Public Accountant for the Review Engagement 2021:

2021-AGM5: Moved by Alana Cissell that Rowland Parker and Associates conduct the 2021 annual Review Engagement and possible Audit if required for Ponoka Family and Community Support Services. **CARRIED.**

9.0 Appointment of two (2) board members to conduct and sign a “Board Confirmation of Review for the year ending December 31, 2021:

2021-AGM6: Moved by Gerry McCracken that Gerry McCracken and Lynn Lawrence be appointed to conduct and sign a Board Confirmation of Review for year ending December 31, 2021 for Ponoka Family and Community Support Services. **CARRIED.**

10.0 Election of Board Members and Executive: The board accepted the resignation of member Sharon Koleyak from September 20, 2021.

2021-AGM7: Moved by Alana Cissell that Kalea Gougoulas be appointed to the Ponoka Family and Community Support Services Board as a member at large. **Carried.**

2021-AGM8: Moved by Mark Matejka that the Ponoka FCSS Executive members remain the same and add Kalea Gougoulas to the Human Resources subcommittee, Lynn Lawrence to the QI subcommittee and the Town Rep to the Scholarship subcommittee. **Carried.**

11.0 Introductions of newly elected Board Members and Executive Committee:

12.0 Adjournment:

2021-AGM9: Moved by Alana Cissell that the meeting be adjourned at 5:29 p.m. **Carried.**

Chairperson
Lynn Lawrence

Executive Director
Shannon Boyce-Campbell

Recording Secretary
Shannon Epp

Date Approved: _____

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