



Ponoka Family & Community Support Services Annual General Meeting Minutes October 17, 2022

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), Dennie Hycha and Audrey Velie

Guests: Jack Surbey and Doug Gill

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 5:01 pm at the Ponoka FCSS Boardroom

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

3.0 Adoption of Agenda:

2022-AGM1: Moved by Mark Matejka that the agenda of the 2022 AGM be adopted as circulated. **CARRIED.**

4.0 Minutes of the 2021 AGM:

2022-AGM2: Moved by Sandra Lyon that the minutes of the 2021 AGM be adopted as circulated. **CARRIED.**

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

6.0 Presentation of 2021 Financials:

2022-AGM3: Moved by Gerry McCracken that the 2021 FCSS Review Engagement Report and Financial Statements 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 Lynn Lawrence for the year ended December 31, 2021:

2022-AGM4: Moved by Mark Matejka to accept the signed statements of Board Confirmation of Review for the year ended December 31, 2021. **CARRIED.**

8.0 Appointment of External Public Accountant for the Review Engagement 2022:

2022-AGM5: Moved by Alana Cissell that Rowland Parker and Associates conduct the 2022 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, 2022:

2022-AGM6: Moved by Sandra Lyon that Gerry McCracken and Audrey Velie be appointed to conduct and sign a Board Confirmation of Review for year ending December 31, 2022 for Ponoka Family and Community Support Services. **CARRIED.**

10.0 Election of Board Members and Executive:

2022-AGM7: Moved by Alana Cissell that Marvin Beier, Dennie Hycha and Audrey Velie be appointed to the Ponoka Family and Community Support Services Board as members at large. **Carried.**

2022-AGM8: Moved by Audrey Velie that the Ponoka FCSS Executive members as Lynn Lawrence as Board Chairperson and Dennie Hycha as the Board Vice-Chairperson. **Carried.**

11.0 Introductions of newly elected Board Members and Executive Committee:

12.0 Adjournment:

2022-AGM9: Moved by Mark Matejka that the meeting be adjourned at 5:19 p.m. **Carried.**

Chairperson
Lynn Lawrence

Executive Director
Shannon Boyce-Campbell

Recording Secretary
Shannon Epp

Date Approved: _____

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