**Minutes of the CPMEA Annual General Meeting**

**May 29th, 2017**

**Founders Assembly Hall**

**152 Founders College**

**8:15 – 10:45am**

89 members were in attendance.

|  |  |  |
| --- | --- | --- |
| Speaker | Text | PPT Slide on Screen |
| Jodine Tavares – 8:25AM | **Call to Order**  The President, Jodi Tavares called the meeting to order at 8:25am stating:  “On behalf of the Executive, I welcome all of you to the Annual General Meeting of the Confidential, Professional, Managerial Employees Association. This meeting will now come to order.”  As many of you may have noticed, the agenda for this year’s AGM has shifted. I’ll now welcome Assistant Vice-President David Coward to the stage for brief remarks. Please give him a warm CPM welcome. | 4 |
| David Coward – 8:30AM | Delivers his welcome |  |
| Jodi – 8:50AM | Thank you again to David for dropping by for breakfast. |  |
| Jodine Tavares –  8:50AM | Now, I’d like to introduce this year’s Executive and thank them for their service:  Jodi Tavares, President  Marina DeBona, Vice-President Volunteer & Stakeholder Relations  Emily Rush, Executive Coordinator  Denise DeSanctis, Financial Officer  Mary Stearns and Anesa Albert, Vice-President Strategy & Communication | 5 |
| Jodine Tavares | **Proof of Notice of the Meeting**  The President, Jodi Tavares stated:  “Proof of notice of the meeting was sent by email to the CPM list serve on Monday, May 1st, 2017 fulfilling the requirement of 14 days’ notice as per the Constitution and Bylaws dated May 31st, 2016.” | 6 |
| Jodine Tavares | **Quorum**  The President, Jodi Tavares stated:  “By definition in the Constitution and Bylaws a quorum for this meeting is comprised of a submission of votes by 25% or greater of the members present. At today’s AGM there are 89 people present, meaning we must have 23 votes for a quorum. Elections will take place using an online poll. Everyone present is encouraged to participate.  **Approval of Last AGM Minutes**  The President, Jodi Tavares stated:  “For the record we will ask for a motion to waive the reading of the minutes from the May 31st, 2016 AGM as they have been posted on the web site for a year giving everyone ample opportunity to advise of any errors or omissions.”  **MOTION:**  “I move that we waive the reading of the minutes from the Annual General Meeting held on May 31st, 2016 and that they be approved as documented and posted on the CPMEA website.”  Moved by: Jodi Tavares  Seconded By: Joan Brossard  No discussion.  All in favour: Yes Motion Carried: Yes | 6 |
| Marina DeBona  9:05AM | **Treasurer’s Report**  The Vice-President Volunteer & Stakeholder Relations Marina DeBona presented the financial statements as of April 30th, 2017.  CPMEA had a successful year of operation and programming. As we all know we operate on limited resources, our executive and committees are all run by volunteers and our budget is provided by the Vice President Finance and Administration. We strongly encourage you to get involved in the CPMEA committees and participate in the sessions that are offered. This year CPMEA executive and committees used our financial resources to support our group goals and objectives through a series of professional development sessions and networking opportunities, as well as a very successful Membership Breakfast. On the screen you will see the breakdown of expenses for Fiscal Year 2016/17 CMPEA. For the 2017/18 fiscal year CPMEA has requested $20,200.00 in funding.  The increase in funding will be used to provide complimentary yoga classes to CPM members on both Keele and Glendon Campuses. We are having difficulty in finding a location to host yoga @ Keele, specifically the east end of campus. If you are able to assist in this regard, please see me after the breakfast.  We hope to continue to host sessions that support our members’ development, support CPMs in building their professional York network, and engage new members during orientation to support their transition to York. We encourage you to continue to provide lunch and learn topics of interest, and feedback on delivered programming.  **MOTION:**  “I move that the financial statements be accepted as presented.”  Moved by: Marina DeBona  Seconded By: Alicia Pinter  Discussion?  All in favour: Yes Motion Carried: Yes | 7,8 |
| Jodine Tavares 9:10AM | **President’s Report**  The President, Jodi Tavares gave the President’s Report which is posted on the web site. | 9 |
| Jodine Tavares 9:15AM | **Election of Directors**  The President, Jodi Tavares stated:  We will now move into voting for positions with the Executive and committees.  This year, we have an almost even number of volunteers and available positions. In the event that we arrive at an even number, elections won’t be necessary. In order to be nominated the person must be present at this meeting and be nominated and seconded by CPMEA members.  The link to the CPMEA Election poll is on screen. Please take a moment to log in, and I will proceed with the call.  “According to Bylaw #1 all positions carry a 2 year term and can only be held for a maximum of 2 terms. The President and Vice-President Volunteer & Stakeholder Relations are voted on in one year and the Executive Coordinator, Financial Officer and VP Strategy & Communications in the alternate year. As stated in an email to the membership dated May 1st, 2017, both the Executive Coordinator and the Vice-President, Strategy & Communications were appointed mid-term. Both volunteers will continue in their positions as they have not had the opportunity to fulfill their roles due to the mid-term appointment.  This year, we will hold a vote on the Financial Officer position. While the current incumbent would very much like to remain on the CPMEA Executive, she has fulfilled her two-year commitment.  **Nominations for Financial Officer**  Denise DeSanctis – absent  The President Jodi Tavares stated: Are there any nominations from the floor?  Nominations from the floor: None  “Seeing no nominations from the floor, and that Denise DeSanctis is very interested in continuing to serve as Financial Officer on the CPMEA Executive, I advise the membership Denise shall be appointed as Financial Officer upon her return to campus.” | 10, 11 |
| Jodine Tavares 9:20AM | **Election of Committee Members**  The President, Jodi Tavares stated: We will now move into the election of committee members. Volunteers have come forward that can fill the positions available. If there are no volunteers from the floor, we will dispense with elections. I’ll review the candidates now.  **Nominations for Member Relations & Programming Committee:**  There are four vacancies. There were three nominations received ahead of the AGM which will require seconds.  Almey Tse Soriano (Faculty of Graduate Studies) – Almey, are you willing to stand for nomination?  Yes  Nominated By: Self  Seconded by:  Umanah Umanah (Pension & Benefits) – Umanah, are you willing to stand for nomination? Yes  Nominated by: Jodi Tavares  Seconded by:  Aliya Ramji (Insurance & Risk Analyst) – Aliya are you willing to stand for nomination? Yes  Nominated by: Jodi Tavares  Seconded by:  Are there any nominations from the floor for the fourth available position?  Candidate from the floor: None.  “Seeing no nominations from the floor, Almey Tse Soriano, Umanah Umanah and Aliya Ramji shall be acclaimed to fill the vacant positions on the Member Relations & Programming Committee”. | 12 |
| Marina DeBona  9:25AM | **Guest Speaker**  The Vice-President Volunteer & Stakeholder Relations, Marina DeBona introduced the keynote speaker:  I’d like to introduce Jennifer Sipos-Smith, who is here to host a discussion on The Connected Mindset: Catapulting Teams through Challenge and Change.    Bio:  ***Jennifer Sipos-Smith***is the Director of Business Development and Corporate Relations at Glendon College, York University where she teaches communication and leadership. In her TEDtalk, “Why workplaces need 20-something leadership,” Jennifer calls on organizational leaders to address a critical issue facing organizations today: the multi-generational workforce. Jennifer helps organizations leverage generational strengths, team performance and individual talent to maximize workplace communication and success. | 13 |
| Marina DeBona  10:40AM | **Thank you Jennifer.**  **Invite Jodi back to the stage – advise group we will now do the giveaways.** | 14 |
| Jodine Tavares 10:40AM | The President, Jodi Tavares stated:  We’ll now draw for prizes. A huge thank you goes out to the Faculty of Graduate Studies, the York U Bookstore, Athletics & Recreation, Cobs Bread and Advancement for their generous prize donations. I’ll now call on members of the Executive to draw for prizes.  Emily – draw for 3 x grad studies gift packs (t shirt, pen, notepad & bookmark)  Marina – draw for 1 x York U tshirt prize bag from the bookstore, draw for 1 x York Lions sweatshirt from Athletics & Recreation, draw for 3 x gourmet olive oils (1 bottle each winner)  Jodi – draw for 1 x Cobs bread prize bag, 3 x gourmet olive oils | 14 |
| Jodine Tavares 10:45AM | This concludes the CPMEA Annual General Meeting. Please feel free to take a muffin or pastry on your way out. Hot food cannot be removed from the room. Thank you again for coming today and keep an eye on your email for an online feedback request. |  |