

THURSDAY MAY 28, 2020

MINUTES

Date: May 28, 2020

Location: ZOOM Meeting

Present: Chris Mayne
Mark King
Tanya Vrebosch
Terry Kelly
Dean Backer

Staff: Jamie Lowery, Chief Executive Officer
Billy Brooks, Finance Manager
Angie Punnett, Director of Operations
Shani Giroux, Director of Human Resources
Julie Pilkey, Recording Secretary

Guest: Dean Decaire, BDO

Regrets:

ITEM		ACTION
A.	CALL TO ORDER	
	<p><i>“Moved by Tanya Vrebosch and seconded by Terry Kelly that the meeting be called to order at 5:04 p.m.</i></p> <p>Res. #001-20</p> <p style="text-align: right;"><u>Carried</u></p>	
	1. Approval of Agenda	
	<p><i>“Moved by Mark King and seconded by Tanya Vrebosch that the agenda for this meeting be adopted as presented.”</i></p> <p>Res. #002-20</p> <p style="text-align: right;"><u>Carried</u></p>	
	2. Conflict of Interest	
	<p><i>“Moved by Terry Kelly and seconded by Tanya Vrebosch that no member present has declared a conflict of interest.”</i></p> <p>Res. #003-20</p> <p style="text-align: right;"><u>Carried</u></p>	

3. Approval of Minutes		
	<p>3.1 Approval of Minutes of the Meeting held on April 25, 2019</p> <p><i>“Moved by Dean Backer and seconded by Chris Mayne that the minutes for the Annual General Meeting held on April 25, 2019, be adopted as presented.”</i></p> <p>Res. #004-20 <u>Carried</u></p>	
4. Election of Officers		
	<p><i>“Moved by Tanya Vrebosch and seconded by Terry Kelly that <u>Chris Mayne</u> be elected Chairperson of the Castle Arms Board of Management.”</i></p> <p>Res. #005-20 <u>Carried</u></p> <p><i>“Moved by Tanya Vrebosch and seconded by Terry Kelly that <u>Mark King</u> be elected as Vice Chairperson of the Castle Arms Board of Management.”</i></p> <p>Res. #006-20 <u>Carried</u></p> <p><i>“Moved by Tanya Vrebosch and seconded by Mark King that <u>Terry Kelly</u> be elected as Treasurer of the Castle Arms Board of Management.”</i></p> <p>Res. #007-20 <u>Carried</u></p>	
5. Castle Arms 2019 Financial Statements		
	<p>Dean Decaire, BDO Chartered Accountant, presented and reviewed the Castle Arms Financial Statements and notes. No outstanding items.</p> <p>Dean noted the Board should look at getting a Charitable number for Castle Arms to avoid losing the ability to claim HST rebates in the near future (approx. \$75-80,000 per year).</p> <p><i>“Moved by Terry Kelly and seconded by Mark King that the 2019 Financial Statements from BDO Canada LLP Chartered Accountants be accepted as presented.”</i></p> <p>Res. #008-20 <u>Carried</u></p>	Add to next regular Board meeting – June 2020
6. Election of 2020 Auditors		
	<p><i>“Moved by Terry Kelly and seconded by Dean Backer that <u>BDO Canada LLP Chartered Accountants</u> be appointed as Castle Arms Auditors for 2020.”</i></p> <p>Res. #009-20 <u>Carried</u></p>	
B.	CORRESPONDENCE	

	No items noted	
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C.	REQUEST FOR FUTURE AGENDA ITEMS	
	No items noted	
D.	DATE OF NEXT MEETING	
	April 2021 – Annual General Meeting, Location TBD	
E.	ADJOURNMENT	
	<p><i>“Moved by Tanya Vrebosch and seconded by Mark King that the meeting be adjourned at 5:53 p.m.”.</i></p> <p>Res. 010-20 <u>Carried</u></p>	

Secretary

Chairman