

South Peace Regional Archives Society
Annual General Meeting of 2024
Saturday May 4, 2024
South Peace Regional Archives, Centre 2000

2024 AGM Minutes

Attendance: Irene Nicolson, Gail Schau, Gail Prette, Christine Schlieff, Maxine Maxwell, Stan Bzowy, Alice Sims, Suzanne Dunn, Meg Archer, Jack Laurence, Jan Shields, Ellyn Vandekerkhove, Charles Taws, Eleanor Dalen, Daryl White, Cathy Scott, Al Bromling, Gary Dixon, David Leonard, Meaghan Peuramaki-Brown, Shawn Morton, Duff Crerar, Wanda Zenner, Gladys Blackmore

1. Call to Order

Meeting called to order at 10:05 am

QUORUM: 13 members required (10% of 130 members). QUORUM achieved.

2. Welcome from the President

Jan Shields welcomed everyone to the Annual General Meeting, and is delighted with the new space. Voting protocols were explained.

3. Adoption of the Agenda

MOTION to adopt the agenda, as presented.

Made by: Gail Prette

Seconded by: Shawn Morton

Carried

4. Minutes of the 2023 Annual General Meeting (distributed in package)

MOTION: To accept the minutes of the 2023 Annual General Meeting, as amended.
(Spelling of Wearmouth to be corrected)

Made by: Duff Crerar .

Seconded by: Gail Schau

Carried.

5. 2023 Annual Reports

Jan explained that all reports are assembled into one, cohesive annual report. We will accept each report individually.

5.1 President's Report (page 1)

Jan Shields welcomed everyone to new space, which has been a long-time dream.

MOTION: To accept the President's report, as presented and read

Made by: Jan Shields
Seconded by: Maxine Maxwell
Carried

- 5.2 Executive Director's Report (pp. 2-8)
Ellyn Vandekerkhove read her Executive Director's report.

MOTION: To accept the Executive Director's report, as presented
Made by: Shawn Morton
Seconded by: Gail Prette
Carried

- 5.3 Treasurer's Report (page 9)
Gail Prette presented and explained the Treasurer's report.

MOTION: To accept the Treasurer's report as presented
Made by: Gail Prette.
Seconded by: Stan Bzowy.
Carried

- 5.4 Auditor's Report (pp. 10-17)
Jan Shields thanked Irene Gitzel and Cathy Scott for their assistance reviewing the 2023 financial records of the Archives.

MOTION: to accept the 2023 Financial Statements of the South Peace Regional Archives, as presented.
Made by: Jan Shields
Seconded by: Gary Dixon
Carried

6. Appointment of Auditors for 2024

Irene Gitzel and Cathy Scott agreed to let their names stand for another year as volunteer auditors. Thank you to each one. A request was made for one additional volunteer to serve as an alternate. Suzanne Dunn volunteered.

MOTION: To appoint Cathy Scott and Irene Gitzel as volunteer auditors of the South Peace Regional Archives 2024 financial records, and to appoint Suzanne Dunn an alternate auditor, in the event that either of the two auditors are unavailable.
Made by: Jan Shields
Seconded by: Maxine Maxwell
Carried

7. 2024 Budget (See sheet pp. 1-2)

Gail Prette presented and explained the Archives' 2024 budget. A change to the Income is the grant for the Young Canada Works program – increase of income. A change in the Expenses is from the Operating Costs. Budget is based on previous years.

MOTION: To accept the South Peace Regional Archives 2024 budget, as presented

Made by: Gary Dixon

Seconded by: Gail Prette

Carried

8. **Special Resolution to Repeal the Existing Bylaws and Accept Rewritten Bylaws** (See appendix "Bylaws")

A great big thank you to Suzanne Dunn for spending much time on reviewing the bylaws, and cleaning up the wording. The major motivation for this change is to allow us to work within AGLC funding guidelines. The major changes to the documents are:

- Addition to 3.2.2: Such a motion shall be known as a special resolution.
- Addition to 3.3.6.3: A Voting Member may not vote by proxy, but may vote by electronic means.
- Addition of 4.1.3.e: Representatives may be appointed to the board by governments providing sustainable annual funding. These representatives (Funding Partners) shall be known as non-voting members.

Discussion: Size of the board – 75% of voters must be from elected board members, so it would make the board too large to be efficient. Full version of the Bylaws can be found on the SPRA website.

There have been additional minor changes to increase (improve) readability throughout the document, but none that changed the meaning of the laws.

SPECIAL RESOLUTION: Be it resolved as a special resolution of the South Peace Regional Archives Society, that the Bylaws of the South Peace Regional Archives Society be repealed; and that the Draft Bylaws document as presented at the 2024 Annual General Meeting of the South Peace Regional Archives, attached hereto, serve as the Bylaws of the Society in lieu of and to replace the current Bylaws.

Motion made by: Jan Shields

Seconded by: Duff Crerar

Carried

9. **Nomination Report and Elections**

The following had expired terms and let their names stand:

Alice Sims – Director; Eleanor Dalen – Vice President;

Suzanne Dunn – new Director (Formal request to be on Board)

Jan thanked all returning and standing board members. Nominations from the floor were accepted, but none were made.

MOTION: to accept the nomination report, as presented.

Made by Jan Shields.

Seconded by: Meaghan Peuramaki-Brown.

Carried.

VOTE: Call for votes for each Director/Board Member.
Voting was conducted by show of hands. Results were tallied by the Secretary.
Call for votes for Alice Sims, Director. Vote carried.
Call for votes for Eleanor Dalen, Vice President. Vote carried.
Call for votes for Suzanne Dunn. Vote carried.

10. Volunteer Recognition

The work of the Archives would not be possible without the work of our volunteers. Volunteers were thanked for their work and support in the last year.

11. Beth Sheehan Award

The Beth Sheehan Award recognizes individuals and organizations who have made significant contributions to the goals of the Archives. This year, Dr. Daryl White, a long-time member since 2010, a volunteer with technical expertise especially working on the data conversion to ATOM, and lending us computers, was chosen for this well-deserved award. Daryl also makes a special effort to share local history with his students at the NW Polytechnic. He was presented with a framed historic photograph of downtown Grande Prairie.

12. Adjournment

Jan thanked all for coming, and invited all members to a tour of the new facility. The meeting was adjourned at 10:52 am.

Add on note: Gail Prette is no longer able to act as interim treasurer. She was thanked for everything she has done over the past many years; she has greatly exceeded her duties, and she will be dearly missed.

Minutes completed by Meg Archer, Secretary, with notes taken by Jack Laurence and Ellyn Vandekerkhove

Meg Archer, Secretary

Jan Shields, President

Signed on _____

Signed on _____