



SUZUKI CHARTER SCHOOL SOCIETY (SCSS)
ANNUAL GENERAL MEETING NOVEMBER 26, 2020
Information for Members

Once a year, there is an Annual General Meeting (AGM) where all members of the SCS Society are invited to attend and participate. This year's AGM is set for **November 26, 2020 at 7:00 p.m.** via Zoom meeting. At this meeting, members (parents) are given the opportunity to vote on a variety of items pertaining to the governance of the society.

The AGM for the 2019-2020 year would have been held in May 2020 however it was postponed due to the Chief Medical Officer of Health, (CMO) public health orders in reference to the COVID pandemic. As of October 29, 2020, the CMO public health orders restrict gatherings of more than 15 people, therefore the AGM will be held virtually.

Attending the AGM via Zoom

Parents are encouraged to attend the AGM. Please email Heather Christison, Secretary Treasurer, at christison@suzukischool.ca to register your attendance at the AGM. Once you send an email request you will receive an email back with the link to the Zoom meeting.

All voting will be done via google docs. The meeting **will be recorded** to ensure the integrity of the meeting is maintained.

Nominations for Board of Director

A nomination form and support package is available from Heather Christison, Secretary Treasurer, to provide pertinent information to members of the society interested in director positions. Packages include a nomination form, support documents outlining the roles and responsibilities of directors of the Board and general information regarding the position. Please email Heather Christison to obtain a package and answer any questions you may have.

The SCSS bylaws allow for nominations from the floor at the AGM, however due to the need to hold the meeting by Zoom we are **strongly encouraging** members interested in a directorship to complete the nomination package prior to the deadline of 12:00 pm on November 26, 2020. Having the candidate's names ahead of the meeting will allow us to prepopulate the ballot.

In the event there are more candidates than positions available, an election will be required. Having nominations prior to the AGM will allow for a ballot to be completed prior to the start of the meeting. In the event nominations arise from the floor, the candidate(s) will be added to the ballot. We ask for your patience should the need arise to make any additions.

Elections for Board Director

The SCSS bylaws allow for up to nine (9) directors. Currently the board has eight (8) directors. Three of our directors, James Garrison, Ehsanul Haque and Eric Taub, have two years remaining in their three-year term.

The remaining five board director's, Tara Beland, Frank Doruiter, Jen Garrison, Treena Gish and Nicole Palmer, terms are expiring. These board directors have indicated they will stand for re-election.

Therefore, there are six (6) director positions available and we currently have five (5) candidates. The election, if required, will be held during the AGM and the successful incumbent(s) shall hold office for three years or until resignation whichever occurs first.

Should more than six SCSS members stand for election at the AGM, an election will be required and a ballot will be provided for all members present during the AGM to elect up to six (6) Board Directors. If I receive any proxy ballots prior to the deadline of Thursday, November 26, 2020 at noon they will also be counted.

In the event an election is required, we have planned for two members of the Society, as per the SCSS bylaws, to join me in counting ballots. Results will be presented to the Board Chair and announced to the membership.

Should you have any questions, please do not hesitate to contact me at 780.468.2598 or by email, christison@suzukischool.ca



Heather Christison, CSBO, SFO

Secretary Treasurer

encl.

**Suzuki Charter School Society
Proxy for the Annual General Meeting
Thursday, November 26, 2020**

The by-laws of the Suzuki Charter School Society provide for the use of proxies at the Annual General Meeting of the Society. This provision is intended to be used if a member of the Society (parents of Suzuki Charter School) are unable to attend in person, the proxy for the parent to participate by proxy vote.

The by-laws require that proxies be in writing, and that they be given to the Board Secretary Treasurer, (Heather Christison), prior to a vote being taken, specifically on or before noon on the day of the AGM, which is November 26, 2020.

A member of the Society who has provided a form of proxy may rescind the proxy at any time by giving notice to the Secretary Treasurer of the Board, (Heather Christison) prior to a vote being taken.

Proxy
Suzuki Charter School Society
Annual General Meeting
Thursday November 26, 2020 at 7:00p.m.
Location: **via Zoom**

I _____ am not able to attend the
(Print your name)

Annual General Meeting of the Suzuki Charter School Society (SCSS) on

Thursday, November 26, 2020. I have a child (ren) registered at Suzuki Charter School and therefore I am a member of Suzuki Charter School Society. I hereby appoint

(Print name of member of SCSS you are appointing)

As my proxy on my behalf at the Annual General Meeting of the SCSS to be held on Thursday, November 26, 2020.

Date: _____

Signature of Member (Parent) _____

Please check the appropriate boxes for the following items:

Any resolutions proposed at the meeting and not circulated with the notice of the AGM my proxy may do the following on my behalf. (Select one only)

Exercise my vote at their discretion _____

Abstain from voting _____

Limitation on Proxy, if any _____

MUST BE SUBMITTED TO HEATHER CHRISTISON BY NOON ON Thursday, November 26, 2020

**ANNUAL GENERAL MEETING OF SUZUKI CHARTER SCHOOL SOCIETY
AGENDA**

Thursday, November 26, 2020

TIME: 7:00 p.m.

Via Zoom Meeting

1. Call to Order.

2. Approval of the Agenda.

Recommendation: Approval of the November 26, 2020 AGM agenda as circulated.

3. Approval of Minutes of the May 16, 2019 Annual General Meeting.

Recommendation: Approval of the May 16, 2019 AGM minutes as circulated.

4. Chair's Report

5. Superintendent's Report

6. Presentation of Financial Statements for the year ending August 31, 2019.

Recommendation: The membership accepts the Chair and Superintendent Reports and the Financial Statements as presented.

7. Attendance, Voting and Proxy – Heather Christison, Secretary Treasurer

8. Call for Nominations for Board members. – Dr. Paradis will conduct the election.

- a) Presentation of nominations received in advance
- b) Call for nominations from the floor
- c) Call for nominations from the floor
- d) Call for nominations from the floor
- e) Election if required

9. Adjournment

**ANNUAL GENERAL MEETING OF SUZUKI CHARTER SCHOOL SOCIETY
MINUTES**

Thursday May 16, 2019

TIME: 7:00 p.m.

Suzuki Charter School Library

1. Call to Order at 7:07 p.m.
2. Approval of the Agenda
Motion 19:29: Moved by Jen Garrison that approval of the agenda as circulated with the Notice of the Annual General Meeting (AGM).
APPROVED
3. Approval of Minutes of the May 17, 2018 Annual General Meeting.
Motion19:30: Moved by Eric Taub that the minutes from May 17, 2018 AGM as circulated with the Notice of the May 16, 2019 Annual General Meeting.
APPROVED
4. Chair's Report – attached
5. Superintendent's Report
6. Financial Statements - attached

Motion: Tara Beland moved that the membership acceptance of the Chair and Superintendent Reports and the Financial Statements as presented.
7. Attendance, Voting and Proxy – Heather Christison, Secretary Treasurer
8. Call for Nominations for Board members. – Dr. Paradis conducted the election.
 - a) Presentation of nominations received in advance
Two nominations were received by the Secretary Treasurer in advance. The nomination are for Eric Taub and Ehsanul Haque.
 - b) First call for nominations from the floor - none
 - c) Second call for nomination from the floor – none
 - d) Third call for nomination from the floor, James Garrison was nominated from the floor
 - e) Nominations cease.
Three new board members, Eric Taub, Ehsanul Haque and James Garrison are acclaimed to sit on the board.
9. Adjournment 8:15 p.m.

Approve by Motion at the November 26, 2020, SCSA AGM

Signature of Nicole Palmer, SCSA Board Chair: _____

Signature of Heather Christison, Secretary Treasurer: _____

DRAFT