

Fall 2008

Draft Minutes

AGM

Date: Friday, October 24th, 2008

Location: Vancouver Marriott Airport Hotel, 7571 Westminster Highway, Vancouver, BC

Chair: Sheena Campbell

Minutes: J. Evin Jones

1. Call to Order

Sheena Campbell called the meeting to order at 1:05 pm

2. Determination of Quorum

Question had been raised whether or not the AGM was legally constituted given that there were less than six board members at the time of the AGM. Ross Harvey, BCPWA, clarified that this section 4.9 (c) regarding the number of directors going into AGM did not in any way relate to the question or issue of Quorum. The room was satisfied with Ross' clarification.

Quorum: Section 4.2 (c) of the By-Laws: A quorum is no less than 30% of registered members in good standing, or such greater number as the members may determine at a General Meeting.

Total of 18 member organizations present therefore quorum achieved.

3. Adoption of Agenda

Motion by Malsah, South Fraser AIDS Society to adopt the agenda

2nd: Darren Lauscher, Vancouver Friends For Life Society

Carried

4. Adoption of Minutes from 2007 AGM (October 18, 2007)

Motion by Richard O'Donnell, AIDS Vancouver to adopt the minutes

2nd: Glyn Townson, BCPWA Society

1 abstention

Carried

5. Financial Reports

i) Presentation of the Audited Financial Statements for FYE March 31st, 2007 by Joanne Dorman, C.A.

Joanne Dorman, Chartered Accountant and Auditor for PAN spoke to the financial statements for FYE March 31st, 2007.

Looking to Balance Sheet, at end of fiscal, PAN had \$111,648 in cash assets, \$6991 in accounts receivable and therefore total assets of \$118,639. PAN had \$82,682 in accounts payable therefore at end of fiscal total net assets of \$35,957.

Looking to Statement of Receipts and Disbursements of Net Assets, PAN had a total of \$163,000 in grant revenue (\$100,000 from PHAC, \$63,000 from PHSA) and Other revenue of \$1828 including \$98 in investment income. Total payables/expenses were \$171,988, with conferences being the bulk of the expenses (\$118,056). PAN had a deficit on the year of \$7,160. Net assets, beginning of the year, \$43,117. Net assets end of year \$35,957.

ii) Review and approval of the Audited Financial Statements for FYE March 31st, 2007

Motion by Glyn Townson, BCPWA Society, to approve Audited Financial Statements for FYE March 31st, 2007

2nd: Katrina Jensen, AIDS Vancouver Island

Carried

iii) Presentation of the Audited Financial Statement for FYE March 31st, 2008 by Joanne Dorman, C.A.

Joanne Dorman, Chartered Accountant and Auditor for PAN spoke to the financial statements for FYE March 31st, 2008.

Looking to Balance Sheet, at end of fiscal, PAN had \$97,431 in cash assets, \$17,174 in accounts receivable (due from AIDS Vancouver Island) and therefore total assets of \$114,605. PAN had \$24,495 in accounts payable therefore at end of fiscal total net assets of \$90,110.

Looking to Statement of Receipts and Disbursements of Net Assets, PAN had a total of \$167,410 in grant revenue (\$100,000 from PHAC, \$67,410 from PHSA) and Other revenue of \$6102 including \$78 in investment income. Total payables/expenses were \$119,359, with conference expenses being down

significantly from 2007 at only \$65,413. PAN had a surplus on the year of \$54,153. Net assets, beginning of the year, \$35,957.

Net assets end of year \$90,110.

Question: why conference expenses down so significantly? Answer (Evin Jones): due to decision to not hold a Spring Skills Building conference in March 2008 – rather introduce the regional meetings (much less expensive). Also, of the five regional meetings that were to take place during last fiscal, only three took place (Interior and Northern regional meetings had to be postponed to June 2008).

Question: what is the \$78 in investment income? Answer (Joanne): interest on cash in bank. Question: why so low? PAN should be earning more interest on this \$. Answer (Evin Jones): this has been addressed this fiscal and \$50,000 of PAN's cash assets have been placed into a higher interest bearing redeemable G.I.C.

Question: what is the \$6024 in "other" revenue? Answer (Joanne): agency/organization reimbursements for monies owing to PAN for "single" hotel rooms booked by conference delegates.

iv) Review and approval of the Audited Financial Statements for FYE March 31st, 2008

Motion by Ed Steele, Victoria AIDS Resource and Community Service Society, to approve Audited Financial Statements for FYE March 31st, 2008

2nd: Marcie Summers, Positive Women's Network

Carried

6. Appointment of Auditor, Joanne Dorman, C.A.

Motion by Malsah, South Fraser AIDS Society to appoint Joanne Dorman auditor for FYE March 31st, 2009

2nd: Buffy Mills, Okanagan Aboriginal AIDS Society

Carried

7. Nomination & Election of 2008/09 Board of Directors

As per the regional caucus meetings the following is the slate of candidates being recommended for election to the PAN Board of Directors:

Vancouver Coastal Region:

Stephanie Grant, YouthCO AIDS Society

Darren Lauscher, Vancouver Friends For Life Society



Vancouver Island Region:

Katrina Jensen, AIDS Vancouver Island

1 seat to be determined (PHA seat)

Fraser Region:

2 seats to be determined (PHA seat, open seat)

Northern Region:

Veronica Bock, Prince George Needle Exchange

1 seat to be determined (open seat)

Provincial Health Services Authority Region:

Marcie Summers, Positive Women's Network

1 seat to be determined (PHA seat)

Interior Region:

Bob Hughes, ASK Wellness Centre

Chris MacKenzie, Living Positive Resource Centre

Motion by Glyn Townson of BCPWA Society to nominate and accept slate as recommended by Regional
Caucuses

2nd: Donalee Sebastian, Positive Living Smithers

Carried

8. Announcements

9. Close of Meeting

Motion by Marcie Summers, Positive Women's Network, to close the meeting

Carried

The meeting closed at 1:38 pm
