



Fall 2010

Draft Agenda

Annual General Meeting

Date & Time:

Tuesday, October 5th, 2010 from 1:30 to 2:45 pm

Location:

Vancouver Airport Marriott Hotel, Richmond, BC

The AGM is open to all PAN Delegates and any attendee of the CATIE/PAN Pacific Region Educational Conference.

*Co-Chairs: Ken Buchanan, PAN Board member (PHSA region rep)
Marcie Summers, PAN Board Chair (PHSA region rep)*

Timekeeper: Chris MacKenzie, PAN Board Secretary (Interior region rep)

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| 1:30 – 1:40 pm | 1. Welcome & Call to Order – Marcie |
| | 2. Introductions – of Co-Chairs (Ken, Marcie), Minute-taker (Chris) – Marcie |
| | 3. Housekeeping Items – Marcie |
| | 4. Determination of Quorum (30% of PAN member organizations) - Marcie |
| | 5. Review and Adoption of AGM Agenda (Motion) – Ken |
| | 6. Review and Adoption of Minutes from 2009 AGM (Motion) – Ken |
| 1:40 – 1:50 pm | 7. Report back from 2010 Forum - Ken |

- 1:50 - 2:00 pm 8. Financial Statements – Bob Hughes, PAN Board Treasurer (Interior region); Jennifer Evin Jones, PAN ED and mahmoud virani inc., chartered accountant
- a) Presentation of the Audited Financial Statements for FYE March 31st, 2010 followed by Q & A
- b) Review and Approval of the Audited Financial Statements for FYE March 31st, 2010 (Motion) – Marcie
9. Appointment of Auditor, mahmoud virani inc. (Motion) – Marcie
- 2:00 - 2:10 pm 10. Report from Board Chair– Including introduction of current Board members – Marcie
11. Motion to accept Board Chair's Report - Ken
- 2:10 - 2:20 pm 12. Annual Report from Executive Director – Jennifer Evin Jones
13. Motion to accept Annual Report - Ken
- 2:20 - 2:30 pm 14. New PAN Member Applications, BOD Endorsements and Motion(s) to Accept – BOD Governance Committee Report by Darren Lauscher, PAN Board Vice-Chair and Chair of Governance Committee- Ken
- 2:30 - 2:45 pm 15. Election of Open Seats to the PAN Board: 1 seat in the North, 1 seat in the Fraser, 1 seat in Vancouver Coastal, 1 seat in PHSA, 1 seat on Vancouver Island
- a) Report on recommendations from PAN Board Selection Committee for Fraser, Vancouver Coastal, PHSA and Vancouver Island seats from Willie Leigh Hein-Blackmore, PAN BOD Selection Committee member - Ken
- b) Nominations for each seat within the regions– including Confirmation that each nominee is supported by their PAN member organization in running for the Board
- c) Appointment of scrutinisers
- d) Ballots are cast within each region
- e) AGM Ballots counted and election results announced for each region (North, Fraser, Vancouver Coastal, PHSA and Vancouver Island) - Marcie
- f) Announcement from Forum as to results from election of Designated PHA Seats (North, Interior, Vancouver Coastal, Vancouver Island) – Ken
- g) Brief remarks from each person newly elected to PAN BOD(at both Forum and AGM) - Marcie
- h) Motion to accept new Board of Directors – Open and Designated PHA Seats – Marcie
- 2:45 pm 16. Close of Meeting (Motion) – Ken