

**CANMORE SENIORS ASSOCIATION  
ANNUAL GENERAL MEETING  
DRAFT MINUTES  
SEPTEMBER 26, 2024**

Jennifer Ranger welcomed members to the Annual General Meeting.

1. Call to Order

President, Jennifer Ranger, called the meeting to order at 2:05 PM.

2. Verification of Quorum

840 people were registered as CSA members on August 30, 30 days prior to the meeting. Quorum for the meeting (5%) was therefore 42 members. There were 65 members present, and 18 proxy votes received for a total of 83 members represented. Quorum was achieved.

3. Confirmation of Notice of Meeting

Jennifer Ranger verified that notice of meeting was published on the CSA Website, August 29th, and on the CSA Bulletin Board August 29th. Further notice was included in the Paper Trail August 29th, September 5th, 12th, and 19th. A special announcement was published on September 24th. Appropriate notice was satisfied for the meeting.

4. Approval of Agenda

**Motion:** David Minifie / Clive Pyburn: that the Agenda be approved as presented.  
**Carried.**

5. Approval of AGM Minutes - September 19, 2023

**Motion:** Don Goodrow / Joan Quade: that the minutes of the September 19, 2023 AGM be approved as presented. **Carried.**

6. President's Review of the Year's Activities

Jennifer thanked all of those contributing to the success of the organization: those in attendance, the many volunteers, the Board, in particular Clive Pyburn, Past President, and the Office Administrator, Rosanne Gale.

Two new guiding documents were developed this year: A Code of Conduct and a Health and Safety Policy with related Procedures.

Jennifer thanked two outgoing Board members: David Minifie and Don Goodrow.

7. Director's Reports

- Health and Safety (Clive Pyburn)

The Health and Safety Committee met with and reviewed the CSA activities. This resulted in the Meanderthals' protocols being strengthened, and the purchase and instalment of an AED.

- Membership (Joan Quade)

- There are currently 870 members, of whom 115 are new. Over half of the membership was born in the 1950's, 44 active members were born in the 1930's.

- Buildings (Sibylla Lane)

Sibylla met with provincial fire and health officials to ensure our building is compliant with current regulations. Creekside Hall has been painted and has new blinds. 100 new chairs have been purchased.

- Sports and Activities (Don Goodrow)  
18 varied sports and activities are offered currently. Due to increased numbers of pickleball players, a leadership team has been established.  
This year a duplicate bridge computerized shuffler was purchased for the thriving Bridge circles at all levels.
- Entertainment and Social (Stuart Quinn)  
Social events included Oktoberfest, Christmas Social, International Potluck Dinner, two Pub Nights, and a Pancake Breakfast. New this year are a couple of music jam groups.
- Rentals (Judith Hanebury)  
Rentals are down somewhat this year, after the pent up demand of last year caused by the Pandemic. Another probable cause is the high cost of accommodations in Canmore. Rosanne is working on a Facebook page to advertise our rental spaces, as a healthy number of rental funds allows us to maintain our building and programs.
- Grounds (Kathy Chase)  
This year's projects included replacing planters, sanding and painting the benches, fence and patio area. Shrubs were extensively pruned. It takes approximately 600 hours of volunteer time to keep the garden and grounds in shape.
- Life Long Learning  
The 13th season of LLL was completed with 15 presentations, with an average attendance of 55 people. Non-member guests are welcomed at LLL.
- IT  
The IT Doctors provide invaluable assistance, often in the background, to ensure that technology related events and projects run smoothly.

#### 8. Treasurer's Report

John Haslett presented the Treasurer's report and the Financial statements for the Fiscal Year 2024. The CSA is in a solid financial position.

#### 9. Presentation of 2024/2025 Budget

John Haslett presented the Budget for the upcoming year, 2024/2025.

#### 10. Appointment of Accountants for 2023/2024

**Motion:** John Haslett / Judith Hanebury: that the firm of DO & Company be appointed for the preparation of the 2024/2025 financial statements. **Carried.**

#### 11. Questions from the Members.

- Question:** A question was asked regarding what comprised the capital expenditure budgeted amount.  
The response included interior lighting, fire alarm system, water pipes, A/C unit, and Creekside renovations,
- Question:** What is the policy of the Board over the management of monies for and in the Reserve Fund.  
Our reserve fund study, which is reviewed annually, forecasts future expenditures. Currently the Reserve is fully funded until 2046
- Question:** Is the land on which our building is situated owned by the CSA?  
No, the property is owned by the Town of Canmore, and leased to our organization.
- Question:** Are the exterior maintenance costs covered by the Town of Canmore?  
Yes.

## 12. Election of Directors for the Year 2023 to 2025 Term of Office

Clive Pyburn outlined the parameters and terms for Directorship. He then presented the following slate of Directors and Director candidates.

POSITION for 2024-25 TERM	NAME	TERM	CONSECUTIVE YRS SERVED TO 2024 AGM	ELECTION REQUIRED YES / NO
PRESIDENT	Jennifer Ranger	1st year of 2 year term	4, elected 2020	YES
VICE-PRESIDENT	Joan Quade	1st year of 2 year term	2, elected 2022	YES
SECRETARY	Beth Millard	2nd year of 2 year term	5, elected 2019	NO
TREASURER	John Haslett	1st year of 2 year term	4, elected 2020	YES
DIRECTOR	Stuart Quinn	1st year of 2 year term	2, elected 2022	YES
DIRECTOR	Sibylla Lane	2nd year of 2 year term	3, elected 2021	NO
DIRECTOR	Kathy Chase	2nd year of 2 year term	1, elected 2023	NO
DIRECTOR	Judith Hanebury	2nd year of 2 year term	1, elected 2023	NO
DIRECTOR	Gregg Banish	New Nomination- 2 years		YES

DIRECTOR	Claire Jonsson	New Nomination- 2 years		YES
DIRECTOR	Betty Devnick	New Nomination- 2 years		YES
PAST PRESI- DENT	Clive Pyburn	Continues until there is a new President elected	5, elected 2019	NO

There were no nominations from the floor, so the new slate of Directors was elected by acclamation.

#### 13. Closing Remarks

Jennifer thanked members in attendance for their participation in the meeting, and their support of the organization.

#### 14. Adjournment

Jennifer adjourned the meeting at 2:39 pm