

**Alberni Valley Chamber of Commerce**  
**2020 Annual General Meeting and Election of Officers Minutes**  
May 20<sup>th</sup> – Via ZOOM

1. **Call to Order:** Sarah Jones called the meeting to order at 11:32am
2. **Meeting Agenda:**
  - a. *Helen Poon moved to adopt the agenda. Carol-Anne Phillips seconded the motion. Motion Carried.*
3. **2019 AGM Meeting Minutes:**
  - a. *Ellen Froot moved to adopt previous annual general meeting minutes dated May 29, 2019. Helen Poon seconded the motion. Motion Carried.*
  - b. **President's Report:** Sarah Jones summarized the 2019 year for the Chamber indicating that it was a good strong year and that the future holds bright for us. Referenced the Rural Dividends, Women's Business Network Forum and SRKW issue as primary highlights. Sarah spoke about the challenges that we all face for 2020 and how important the Chamber's role is in this time.
  - c. **CEO's Report:** Bill Collette quickly summarized 2019 emphasising the Women's event, Cruise Ship Committee, Award's Event, Paper Chase, and success with the BC Highways – Cathedral Grove updates. Also echoed the work on the SRKW issue. For 2020 Bill commented on the 21 Newsletters issued over the past 8 weeks, the overall communication efforts of the Chamber, the new Membee program and the new Gift Card website that we have developed.
  - d. *Peter Wienold moved to approve the president's reports.. Dave Heinrichs seconded the motion. Motion Carried.*
  - e. *Carol-Anne Phillips moved to approve the CEO's report, Mike Moore seconded the motion. Motion Carried.*
4. *Sarah introduced Gord Johns – MP Courtenay/Alberni to the meeting.*
  - a. *Gord thanked the Board and the Chamber for its work especially at this time. He recognized the value of Chambers and he encouraged all to ensure Chamber renewals and new Memberships. He spoke about the work between all Federal Parties recognizing that we're in a new world and that all are working together as never before.*
5. **Auditor's Report:** Rob Anderson presented the financial audit. He commented that the Chamber is in good financial health and that the audit was well within satisfactory levels.
  - a. *Michael Moore moved to accept the auditor's report. Helen Poon seconded the motion. Motion Carried.*
  - b. *Peter Wienold moved to appoint R. Anderson and Associates as AVCOC's auditor for 2018. Helen Poon seconded the motion. Motion Carried.*

6. **Resolution for Loan Application - CEBA:**

**Resolution:** *Carol-Anne Phillips– Seconded by Terry Deakin. "Be The CEO of the Chamber is authorized to investigate and potentially enter into one the two loan options available to the Chamber – CEBA up to \$40,000. Or the Community Futures loan up to a maximum of \$20,000." CARRIED*

1. **Recognition of Outgoing and Appointed Directors:** Sarah Jones thanked outgoing Executive board members: Sarah Jones, Terry Deakin, Carol-Anne Phillips, Jan Lavertu & Peter Wienold. Sarah then recognized outgoing Directors: Gail Horvath, Michael Moore, Teresa Bird, Daniel Savard, Dave Heinrichs, Crystal Knudsen, Krista McKitrick. & Lori Kerr
2. **Election of Executive Members and Directors.** Peter Wienold conducted the elections. A call for nominations from the floor was made for each executive and director position. Election results were as follows:

President: Sarah Jones (by acclamation)  
Vice-President: Carol-Anne Phillips (by acclamation)  
Second Vice-President: Terry Deakin by acclamation)  
Treasurer: Dave Heinrichs (by acclamation)  
Secretary: Peter Wienold (by acclamation) *\*This particular election was  
conducted by Councillor Debbie Haggard*

Director: vacant  
Director: Crystal Knudsen  
Director: Daniel Savard  
Director: Krista McKitrick  
Director: Gail Horvath  
Director: Teresa Bird  
Director: Lori Kerr  
Director: Michael Moore

3. Oath of Office was conducted by Debbie Haggard.
4. Mike Moore moved to adjourn the meeting at 12:21pm