



Canadian Society for Chemical Technology Minutes of the Annual General Meeting

January 8, 2019
10:00-10:30 EST

Teleconference

MINUTES

1. Call to Order

CSCT President, Donald Barclay, MCIC, called the meeting to order at 10:00 via teleconference. Jobe indicated that a quorum was present.



CSCT AGM Agenda
2019.docx

MOTION:

THAT the agenda of the Annual General Meeting, January 8, 2019 **be adopted as presented.**

CARRIED
(Watt/McMahon)

2. Adoption of the Minutes of the November 28, 2016 Annual General Meeting of the CSCT

MOTION:

THAT the minutes of the Annual General Meeting of the CSCT held on November 28, 2016 by teleconference be adopted.

CARRIED
(McMahon/Watt)

3. Report of the CSCT President



CSCT President's
Report.docx



CSCT President
Report Jan2019 notes

- Jobe became Executive Director in January 2011. He has worked with the CIC and Societies to update their Strategic Plans.
- A 3-year time line has been developed to focus on membership growth.
- Promotional material (flyers, PowerPoint presentation and a pop-up banner) were developed for use in marketing to students.
- The three Societies are looking to increase industrial involvement within the CIC and Societies.



- For 2019 a new Vice President is needed and additional board members to give a broader scope to the CSCT Board. A CSCT Director of Local Sections has been proposed.

Report of the Treasurer



CSCT Treasurer
Report Jan2019 draf



2016 CSCT AFS
(LH).pdf



2017 CSCT AFS
(LH).pdf

- \$1,208 surplus. Net assets for 2016 – \$20,267.
- \$387 deficit. Net assets for December 2017 – \$20,654.

MOTION:

THAT the 2016 and 2017 audited financial statements be adopted as presented.

CARRIED
(McMahon/Ciarla)

Report of the Executive Director



CSCT Executive
Director Report Jan2

- Jobe noted the Risks and financial considerations out lined in Watt’s report.
- A deficit of approximately \$3,800 is forecast for 2018.

4. **Appointment of Auditors for 2018**

MOTION:

THAT John Frouin of the Frouin Group be appointed as the CSCT auditor for 2018.

CARRIED
(Ciarla/McMahon)

5. **Election of Directors for 2019–2020**



5 CSCT Proposed
Slate - 2019-2020.doc

The following will serve for the two–year period of 2019–2020.

Officers:

President: Tony Ciarla, MCIC

Vice-President: Not yet determined

Treasurer: Murray Watt, MCIC, retired

Past President: Don Barclay, MCIC, Barclay Consulting,

Directors:

Kevin Ferris, MCIC, Ferris Chemicals Limited, Certification

Donna McMahon, MCIC, Suncor Energy, Director-at-Large

Chris Meintzer, MCIC, retired (NAIT), Director-at-large Awards

Katie Rankin, MCIC, Sheridan College, Student Affairs

Kevin Soulsbury, MCIC, BCIT, CSCT Representative on TAC Standards Council

Tom Sutton, FCIC, McMaster University, Director-at-large

Samantha Waytowich, MCIC, CIConsulting 360, Director-at-Large

MOTION

THAT the Board of Directors for 2019–2020 be approved as presented.

CARRIED
(Watt/McMahon)

6. Recognition of Retiring Directors in December 2018.

- Chantal Vienneau, National Research Council Canada is retiring from the Board. The Board thanked her for her work on the Board.

7. Looking forward into 2019



7 CSCT Strategy
2018 Plan and Beyond

- Ciarla thanked Barclay for the work he had carried out during his term as President.
- Points of focus for 2019 include:
 - Growing membership including more industrial involvement
 - Reactivating the cCT and getting more involved with Technology Accreditation Canada (TAC)
 - Revenue growth

8. Other Business

- There was no other business.

9. Adjournment

Barclay adjourned the meeting at 10:30 ET.

Donald Barclay, MCIC
CSCT President

Ian Jobe, MCIC
CSCT Executive Secretary

Electronic Signatures