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.

   **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**
   • Jobe become Executive Director in January 201. 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


MOTION:
THAT the 2016 and 2017 audited financial statements be adopted as presented.
CARRIED
(McMahon/Ciarla)

Report of the Executive Director

• Jobe noted the Risks and financial considerations outlined 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

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)

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