



36th CSC Annual General Meeting

Thursday, May 28, 2020

Between 12:50-14:00 ET

Virtual Meeting

Minutes

1. Call to order

The meeting was called to order by the CSC President, Deborah Nicoll-Griffith, MCIC, at 13:00.

Jobe indicated that a quorum was present.

Nicoll-Griffith then introduced the head table:

- Kim Baines, FCIC, CSC Past President
- Steven Holdcroft, FCIC, CSC Vice-President
- Jason Pearson, MCIC, CSC Treasurer
- Ian Jobe, Executive Director and Secretary

Nicoll-Griffith explained meeting etiquette and protocols, as follows:

1. Associated meeting documents can be found in the CSC AGM document folder on the CIC website / About / Annual General Meetings. Documents available for the meeting in the AGM Folder included:
 - Agenda 36th CSC AGM (2020)
 - Minutes of the 35th Annual General Meeting (2019)
 - 2019 Audited Financial Statements
 - President's, Treasurer's and ED's Report (2019-2020)
 - CSC slate of nominations for board directors and officers for 2020-2021
 - Summary of WIDE Activities to May 2020
 - Code of Conduct
2. Please mute your and turn off video throughout the meeting
3. You registered for this event and indicated yourself as a member or not. If you are not a current member of the CSC, we ask you to refrain from voting. Voting will use features of the software. MOTIONS will be presented ...; and when we call the vote, we will ask for objections, then abstentions – allowing 5 seconds for each stage.

A successful practise vote was then conducted with the virtual meeting platform (zoom pro webinar) with members.

The agenda was then approved as presented.



36th CSC AGM
Agenda (2020).pdf

Moved: Nola Etkin
seconded: Mark Workentin

No Discussion

Carried

2. **Adoption of the minutes of the 35th Annual General Meeting held on June 6, 2020 in Quebec City, QC**



35th CSC AGM
Minutes 2019 Quebec

MOTION

“THAT the minutes of the 34th Annual General Meeting of the CSC held on June 6, 2020 in Quebec City, QC be adopted as presented.”

Moved: Kazim Agha
seconded: Donald Gamble

No Discussion

Carried

3. **Reports**

Panel pack used on the file sharing capability of the virtual platform software (zoom) to compliment submitted written reports is attached.



CSC 2020
reports.pdf

CSC President



CSC President
Report 2019-2020 FI

Nicoll-Griffith summarized the activities that took place from her submitted report.

CSC Treasurer



CSC Treasurer's
Report (2019) May20



2019 Audited
Financial statements

Pearson highlighted and discussed key aspects and concerns forward from his submitted report and the audited financial statement.

MOTION:

“That the 2019 CSC audited financial statement be adopted as presented.”

Moved: Deborah Nicoll-Griffith

seconded: Dave Schwass

No Discussion

Carried

Executive Director



ED Report
2019-2020 for CSC A

Jobe highlighted activities, progress and outcomes that took place since the last report to membership.

Directors

Directors provided brief updates on activities in each of their portfolios; accreditation, awards, conferences, industry liaison, local sections, professional status, student affairs, and subject divisions.

Strategic Initiatives



Summary of WIDE
Activities to May 202

Baines provided an update on WIDE (working group on inclusion, diversity, and equity). Other updates included CWIC (Canadian Women in Chemical Sciences), and NCLC (NSERC Chemistry Liaison Committee). See Panel pack.

4. **Appointment of auditors for 2020**

MOTION:

“That the auditor, chartered accountant John Frouin of the Frouin Group be appointed as CSC auditor for 2020.”

Moved: Kazim Agha

seconded: Thomas Baumgartner

No Discussion

Carried

5. **Election of Directors**

Panel pack used for the virtual meeting complimenting this section of the agenda is attached.



Baines, as CSC Nominations Committee Chair, introduced the process taken for the 2020 election of directors and led the meeting through the election of CSC directors for 2020-2021.

Election of VP CSC

Nominations received to date were announced. Nominations were asked from the floor. It was called three times. There were no additional nominations from the floor. Nominations were closed.

The candidates (Scott Hopkins, Zhongxin Zhou) presented themselves to the membership; 3 minutes each. Baines then called for the vote to commence – vote was presented electronically and open for 60 sec – secret ballot. The secret ballot was closed, and the meeting moderator tallied the votes and reported to Baines the results in confidence. Zhongxin Zhou was announced winner.

CSC Slate of Directors

The following was presented as recommended by the CSC Nominations Committee as directors with selected offices, including the just selected candidate for CSC Vice President for 2020-2021.

THE FOLLOWING INDIVIDUALS ARE HEREBY RECOMMENDED BY THE CSC NOMINATIONS COMMITTEE AS DIRECTORS AND TO THE FOLLOWING OFFICES FOR 2020-2021:

- Steven Holdcroft for two (2) one-year terms in the office of president, progressing to past president
- Deborah Nicoll-Griffith for a one-year term in the office past president
- Zhongxin Zhou for three (3) one-year terms in the offices of vice president, president, then past president.
- Thomas Brady for a three-year term as Treasurer
- Alison Flynn for a three-year term as Director of Accreditation
- Marc Janes for a two-year term (continuing from his appointment in 2019) as Director of Industry Liaison

PRESENTED FOR INFORMATION ARE ON-GOING DIRECTORS IN THE MIDDLE OF THE THREE-YEAR TERMS

- Thomas Baumgartner, Director of Conferences 2018–2021
- Kazim Agha, Director of Local Sections 2018–2021
- Carlos Velázquez, Director of Professional Status 2018–2021
- Nola Etkin, Director of Student Affairs 2018–2021
- Jennifer Love, Director of Awards 2019-2022
- Jeffrey Keillor, Director of Subject Divisions 2019-2022

Furthermore,

PRESENTED FOR INFORMATION ARE INDIVIDUALS INVITED AS STANDING GUESTS TO ATTEND AND CONTRIBUTE TO THE CSC BOARD OF DIRECTORS

- Iain McNab, Association of the Chemical Profession of Ontario representing FCPC (Federation of the Chemical Profession of Canada) 2018-2021

Then, a call for nominations from the floor was made for the roles that are starting new terms in 2020, excluding CSC Vice President which was already duly called for. It was called three times. There were no additional nominations from the floor. Nominations were closed.

MOTION

That the slate of Directors be accepted as presented.

Moved: Kim Baines

seconded: Cathleen Crudden

No Discussion

Carried

All nominees were thanked for their interest and commitment.

6. **Recognition: CSC retiring Directors and Officers in May 2020**

The following Directors are retiring from the Board and were thanks for their service and commitment.

- Kim Baines, Past President
- Jason Pearson, Treasurer

7. **Looking forward 2020-2021**

President Deborah Nicoll-Griffith and Vice-President Steven Holdcroft provided comments regarding areas of focus forward including incorporation and developing Member Resource Groups (MRGs), re-initiating efforts around English / French bilingualism and developing grassroots initiatives in the local sections and subject divisions driving membership engagement.

8. **Other Business**

The chair asked if there was any other business duly brought forward to the meeting. There was none.

The chair then invited the membership to next years AGM scheduled to occur by the end of June 2021, virtually if required.

9. **Adjournment**

The meeting was adjourned at 14:17 pm ET.

President, CSC
Deborah Nicoll-Griffith, MCIC

Executive Director, Secretary
Ian Jobe, MCIC