



Canadian Society for Chemistry | **For Our Future**  
Société canadienne de chimie | **Pour notre avenir**

## 37th CSC Annual General Meeting

Thursday, May 27, 2021

Between 15:00-17:00 ET

Virtual Meeting

### Minutes

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#### **1. Call to order**

The meeting was called to order by the CSC President, Steven Holdcroft, FCIC, at 15:31 ET on Thursday, May 27, 2021.

Holdcroft indicated that a quorum was present (95 attendees).

Steven Holdcroft then introduced the head table:

- Deborah Nicoll-Griffith, CSC Past President
- Zhongxin Zhou, CSC Vice-President
- Thomas Brady, CSC Treasurer
- Keith Lapierre, Secretary
- Paul Smith, Executive Director
- Steven Holdcroft, President
- Complete Board of Directors

#### **2. Protocols**

Lapierre 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 Us / CSC/ Annual General Meetings. Documents available for the meeting in the AGM Folder included:

- Agenda 37th CSC AGM (2021)
- Minutes of the 36th Annual General Meeting (2020)
- President's, Treasurer's and ED's Report (2020-2021)
- 2020 Audited Financial Statements
- CSC slate of nominations for board directors and officers for 2021-2022
- Summary of WIDE
- Ordinary Resolutions
- Code of Conduct

2. Please mute yourself and turn off video throughout the meeting

3. You registered for this event and indicated whether you are a member. If you are not a current member of the CSC, we ask you to refrain from voting. Voting will take place using the poll feature on Zoom. MOTIONS will be presented and when we call the vote, we will ask for objections, then abstentions – allowing 15 seconds for each stage.

A successful practice vote was then conducted with the virtual meeting platform (Zoom webinar) with members.

### **3. Adoption of the Agenda**

The agenda was approved as presented.



37th CSC AGM  
Agenda May 27 2021

#### **MOTION**

“That the agenda be adopted as presented.”

Moved: Ditmar Kempul

Seconded: Kazim Agha

**No Discussion**

**Carried**

### **4. Adoption of the minutes of the 36<sup>th</sup> Annual General Meeting held virtually on May 28, 2020**



36th CSC AGM  
Minutes 2020 virtual\_c

#### **MOTION**

“That the minutes of the 36<sup>th</sup> Annual General Meeting of the CSC held virtually on May 28, 2020, be adopted as presented.”

Moved: Christina Bottaro

seconded: Thomas Brady

**No Discussion**

**Carried**

### **5. Reports**

#### **CSC President**



2020-2021 CSC  
President's Report\_Hi

Holdcroft summarized the CSC activities from the submitted report.

## CSC Treasurer



2020-2021 CSC



2020 Audited

Treasurer's Report - Financial Statements -

Brady discussed key aspects and concerns from his submitted report and the audited financial statement.

### **MOTION:**

“That the 2020 CSC audited financial statement be adopted as presented.”

Moved: Thomas Brady

Seconded: Mark Workentin

**No Discussion**

**Carried**

### **MOTION:**

“That the auditor, chartered accountant John Frouin of the Frouin Group be appointed as CSC auditor for 2021.”

Moved: Jeffery Keillor

Seconded: Cathleen Crudden

**No Discussion**

**Carried**

## Executive Director



CSC\_AGM2021\_ED\_Report.pdf

Smith highlighted events, activities, and progress 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, Student Affairs, Subject Divisions, and EDI.

## Governance Task Force

Nicoll-Griffith stated that the final report was submitted to the CIC Board. It is up to the CIC Board to develop an action and implementation plan. The report is not publicly available as it is an internal report.

An outline of the recommendations includes:

- Reduce complexity of the organizational structure
- Improve operational efficiency
- Reduce decision-making time
- Streamline cost
- Clarify accountability of all directors and staff
- Improve communications between the societies

## 6. Ordinary Resolutions



CSC Ordinary Resolutions 2021.pdf

6.1 The first special resolution involves adding a Director of EDI position.

BE IT RESOLVED as a special resolution that the CSC Board of Directors role and descriptions include a Director of Equity, Diversity and Inclusion with the role described.

#### Director of EDI

The Director of EDI promotes equity, diversity and inclusion in the Canadian chemistry community. The Director chairs the CSC Committee Working for Inclusion, Diversity and Equity (WIDE) bringing the recommendations of WIDE to the CSC Board for consideration and reporting to the general membership on activities of the Committee at the Annual General Meeting. The Director provides a liaison and communications link between Member Resources Groups and the CSC Board of Directors, serves as the liaison person with equivalent committees in other national chemistry societies and as a liaison to the CCUCC on matters related to EDI. This is a 3-year term with the possibility for a second term.

#### **MOTION:**

“To adopt this special resolution to amend the CSC Board of Directors description to include a Director of Equity, Diversity and Inclusion with the role described above.”

Moved: Nola Etkin  
seconded: Thomas Baumgartner

**No Discussion**  
**Carried**

6.2 The second special resolution involves adding two new Director-at-Large positions.

BE IT RESOLVED as a special resolution that the CSC Board of Directors role and descriptions include two Director-at-Large positions with the role described.

#### Two Director-at-Large Positions

A Director-at-Large is responsible for furthering and implementing the direction established by the Board through active participation in Board activities. The Director may be asked to participate on sub-committees and other special one-time projects with the approval of the Board. The successful nominees will be early career chemists (within 10 years of graduating excluding career breaks) and will be expected to bring the perspectives of the early career chemists to the attention of the CSC Board. This is a single 3-year term.

#### **MOTION:**

“To adopt this special resolution to amend the CSC Board of Directors description to include two Director-at-Large Positions with the role described above.”

Moved: Patrick Kamau  
seconded: John Neville

**No Discussion**  
**Carried**

6.3 The third special resolution involves dissolving the Director of Professional Affairs Position.

Be it resolved as a special resolution that the CSC Board of Directors role and descriptions remove the Director of Professional Affairs positions with the role described.

Director of Professional Affairs

Assists provincial professional organizations in the development of uniform national standards for the training and continuing education of chemical professionals and the ethical practice of chemistry.

**MOTION:**

“Motion to adopt this special resolution to amend the CSC Board of Directors and Officers Roles document to eliminate the Director of Professional Affairs with the role described above.”

Moved: Cathleen Crudden

seconded: Mark Workentin

**No Discussion**

**Carried**

**7. Election of Directors 2021–2022**



2020-2021 CSC Slate  
of Nominations for th

Nicoll-Griffith, as CSC Nominations Committee Chair, introduced the process taken for the 2021 election of Directors and led the meeting through the election of CSC Directors for 2021-2022. This year, there was a call for nominations which was open for a month.

Nominations received to date were announced. Nominations were asked from the floor and called three times. There were no additional nominations from the floor. Nominations were closed and the nominees' names were presented.

All the bio and information regarding the candidates is available on the CSC AGM website.

**CSC Vice-President**

1. Jennifer Love
2. Muralee Murugesu

**CSC Director of Conferences**

1. Mark S. Workentin
2. Jennifer van Wijngaarden

**CSC Director of EDI**

1. Tricia Breen Carmichael
2. Stephanie MacQuarrie

**CSC Director-at-Large (2)**

1. Saurabh S. Chitnis
2. Nimrat Obhi
3. Simarpreet Singh
4. Samantha Smith

The elections results were tabulated and during that time, Nicoll-Griffith moved on to the Election by Acclamation and introduced the new members of the WIDE Committee.

### **Election by Acclamation**

Zhongxin Zhou for two one-year terms as President (progressing to Past-President)

Steven Holdcroft for a one-year term as Past-President

Nola Etkin for a three-year term as Director of Student Affairs

Kazim Agha for a three-year term as Director of Local Sections

### **New Members of the WIDE Committee**

The nomination process included 24 submissions in which 7 nominees were recommended to the CSC Board for approvals.

1. Tricia Carmichael
2. Devron Colley
3. Jacky Deng
4. Lana Hiscock
5. Maria Matlinska
6. Samuel Mugo
7. Tiago Vieira

### **Election Results**

CSC Vice-President (2021-2022)

Jennifer Love

CSC Director of Conferences (2021-2023)

Jennifer van Wijngaarden

CSC Director of EDI (2021-2023)

Stephanie MacQuarrie

CSC Director-at-Large (2021-2023)

Saurabh S. Chitnis and Samantha Smith

All nominees were thanked for their interest and commitment.

### **CSC Slate of Directors**

The aforementioned elected nominees were 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.

### **MOTION**

“That the slate of Directors be accepted as presented.”

Moved: Kim Baines

seconded: Cathleen Crudden

**No Discussion**

**Carried**

**8. Recognition: CSC retiring Directors and Officers in May 2021**

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

1. Kim Baines, Director of EDI
2. Thomas Baumgartner, Director of Conferences
3. Allison Flynn, Director of Accreditation
4. Deborah Nicoll-Griffith, Past President
5. Carlos Velázquez, Director of Professional Affairs

**9. Looking forward to 2021-2022**

President Steven Holdcroft introduced Zhongxin Zhou as the incoming CSC President. Zhou thanked the previous and new Board of Directors, Paul Smith, national team, and members for their support during a difficult year. Zhou is looking forward to serving the members and the chemistry community by enhancing work processes with increased transparency and communication, EDI initiatives, conferences, implementing the GTF recommendations, and maximizing membership.

Holdcroft passed on the Presidential Lapel Pins to Zhou.

**10. Other Business**

Holdcroft asked if there was any other business duly brought forward before the meeting. There was none.

Holdcroft invited the membership to next year's AGM scheduled to occur in 2022. Holdcroft congratulated the newly elected Chair of the CIC, Cathleen Crudden and Vice-Chair, Deborah Nicoll-Griffith

**11. Adjournment**

The meeting was adjourned at 16:33 ET.