

**Women's Business Network of Peterborough
Minutes for Annual General Meeting May 1, 2019**



Board Members Present: Tracey Ormond, Lorie Gill, Grace Reynolds, Christine Teixeira, Danielle McIver, Diane Wolf, Karen Copson, Rencee Noonan, Sofie Andreou
Regrets: Lori McKee, Josee Kiss, Colleen Carruthers,

Call to order: By Tracey Ormond at 5:12pm

Confirmation of Quorum: 45 members were confirmed in attendance (need 43 for quorum)

Minutes from 2017/2018 AGM: **To approve the Minutes from the 2017/2018 AGM**

Motion **By:** Grace Reynolds **Seconded:** Susan Dunkley
All in favour, Carried

Board Nominations: **Presentation by Lorie Gill, Past President**

In accordance to Article 5 and By-law 7 of the WBN Constitution, the process for securing nominations to the board was followed and all-important timelines were met. A call for nominations went out to the membership at the January, February and March member meeting and member newsletters. This was followed by the elections page of our website being updated outlining the nomination process, positions available and important dates. The website elections page was updated once again with information on the interested members whose nominations were received by myself before the due date of April 15, 2019

a. The following board members will remain on the board without election;

- i. Tracey Ormond moving from President to Past President
- ii. Grace Reynolds moving from Secretary to President
- iii. Diane Wolf from Member Communications to Strategic Director
- iv. Danielle McIver, Program Director
- v. Christine Teixeira, Treasurer
- vi. Arlene Blunck, Membership Director
- vii. Rencee Noonan, External Communication Director

b. Board members concluding their term:

- i. Lorie Gill, Past President
- ii. Colleen Carruthers, Strategic Planning Director
- iii. Karen Copson, Technical Director
- iv. Lori McKee, Program Director
- v. Josee Kiss, Director At Large
- vi. Sofie Andreou, Awards Social Director

The board sought a minimum of 7 interested members for election to serve on the board, based on the nomination criteria established by the By-laws.

The following is the list of nominees who have allowed their names to be stand for election to the board of directors for a two year term:

Diane Wolf – Strategic Planning Director
Nadine James – Secretary
Tiffany Arcari – Technical Director
Sara George – Program Director
Paula Kehoe – Awards Social Director
Laurie English – Director at Large
Vanessa Dinesen – Member Communications

All nominees' eligibility has been validated according to our constitution and by-laws.

There are 7 nominees for the 7 vacancies identified on the board, creating a total WBN Board of Director size of 13. As the current nominations fill the number of board positions available no individual voting will be required. The seven nominees can be acclaimed.

Motion To accept the slate of nominees as presented
By: Lorie Gill **Seconded:** Sofie Andreou
All in favour, Carried

Treasurer's Report: Christine Teixeira, Treasurer's Report, Year to Date (ending Mar 30, 2019)

Women's Business Network Profit & Loss Budget Performance

Ordinary Income / Expenses	Jul 1, 2018 - Mar 31, 2019	YTD Budget	Annual Budget
Income			
TWAS Talks	\$ 140	\$ 280	\$ 400
Fundraising	\$ -	\$ -	\$ 2,000
Sponsorship	\$ 1,675	\$ 1,000	\$ 2,000
Spotlight	\$ 750	\$ 800	\$ 800
Membership	\$ 43,106	\$ 42,700	\$ 61,000
Guest Fees	\$ 9,486	\$ 9,600	\$ 11,800
Twonie Talk	\$ -	\$ -	\$ -
Exhibitor Booths	\$ 1,120	\$ 640	\$ 840
Advertising Income	\$ 90	\$ -	\$ -
Interest	\$ 30	\$ 27	\$ 36
Total Income	\$ 56,397	\$ 55,047	\$ 78,876
Cost of Goods Sold			
Meals	\$ 27,525	\$ 31,640	\$ 44,940
Gross Profit	\$ 28,871	\$ 23,407	\$ 33,936
Expenses			
Director's Expenses	\$ 111	\$ 450	\$ 850
Strategic Planning	\$ 512	\$ 1,275	\$ 2,550
Bank Fees	\$ 1,506	\$ 1,420	\$ 1,655
Board Meetings	\$ 1,408	\$ 1,780	\$ 2,500
Insurance	\$ 1,162	\$ 1,170	\$ 1,560
Membership Expenses	\$ 4,449	\$ 4,407	\$ 4,746
Office Supplies	\$ 823	\$ 628	\$ 828
Program Expense	\$ 5,650	\$ 6,110	\$ 13,860
Publicity	\$ 4,151	\$ 6,299	\$ 6,488
Website	\$ 3,122	\$ 3,225	\$ 3,845
Total Expenses	\$ 22,892	\$ 26,763	\$ 38,882
Net Ordinary Income	\$ 5,980	-\$ 3,356	-\$ 4,946
Special Events - WIB Awards			
WIB Income	\$ 12,210	\$ 6,000	\$ 16,550
WIB Expenses	\$ 6,779	\$ 6,100	\$ 11,550
Net Income - WIB Awards	\$ 5,431	-\$ 100	\$ 5,000
Special Events - Christmas			
Auction Income	\$ 22,200		\$ 25,500
Auction Expenses	\$ 449		\$ 500
Distribution of Net Proceeds	\$ 21,751		\$ 25,000
Net Income - Christmas	\$ -		\$ -
TOTAL NET INCOME	\$ 11,411	-\$ 3,456	\$ 54

Women's Business Network Profit & Loss Previous Year Comparison

Ordinary Income / Expenses	July 2018 to March 2019	July 2017 to March 2018
Income		
TWAS Talks	\$ 140	\$ 80
Fundraising	\$ -	\$ -
Sponsorship	\$ 1,675	\$ 1,155
Spotlight	\$ 750	\$ 525
Membership	\$ 43,106	\$ 42,142
Guest Fees	\$ 9,486	\$ 9,344
Twonie Talk	\$ -	\$ 68
Exhibitor Booths	\$ 1,120	\$ 1,000
Advertising Income	\$ 90	\$ -
Interest	\$ 30	\$ 29
Total Income	\$ 56,397	\$ 54,343
Cost of Goods Sold		
Meals	\$ 27,525	\$ 26,975
Gross Profit	\$ 28,871	\$ 27,368
Expenses		
Director's Expenses	\$ 111	\$ 156
Strategic Planning	\$ 512	\$ 608
Bank Fees	\$ 1,506	\$ 1,304
Board Meetings	\$ 1,408	\$ 1,290
Insurance	\$ 1,162	\$ 1,144
Membership Expenses	\$ 4,449	\$ 3,616
Office Supplies	\$ 823	\$ 685
Program Expense	\$ 5,650	\$ 5,783
Publicity	\$ 4,151	\$ 4,195
Website	\$ 3,122	\$ 3,396
Total Expenses	\$ 22,892	\$ 22,177
Net Ordinary Income	\$ 5,980	\$ 5,191
Special Events - IWD		
Income	\$ 12,210	\$ -
Expenses	\$ 6,779	\$ -
Net Income	\$ 5,431	\$ -
Special Events - Christmas		
Auction Income	\$ 22,200	\$ 18,550
Auction Expenses	\$ 449	\$ 464
Distribution of Net Proceeds	\$ 21,751	\$ 18,086
Net Income	\$ -	\$ -
Total NET INCOME	\$ 11,411	\$ 5,191

Women's Business Network Balance Sheet Previous Year Comparison

	<u>Mar-19</u>	<u>Mar-18</u>
Assets		
Chequing/Savings/Investments		
Paypal	\$ 867	\$ 867
90 Day GIC	\$ 10,493	\$ 10,462
1 Yr Cashable GIC	\$ 10,000	\$ 10,000
TD Bank	\$ 79,159	\$ 56,517
Petty Cash	\$ 120	\$ 120
A/R	\$ 130	-
Undeposited Funds	\$ 1,900	-
Pre-paid Expenses		
Insurance	\$ 910	\$ 896
Total Assets	\$103,579	\$78,862
Liabilities and Equity		
A/P	\$ 7,990	\$ 2,359
Accrued Liabilities	\$ -	\$ 500
Unearned Revenue		
YTD Transfer Membership Fees	-\$ 42,543	-\$ 41,016
Membership	\$ 67,491	\$ 60,884
Total Current Liabilities	\$ 32,937	\$ 22,727
Equity		
Operating Reserve	\$ 6,804	\$ 6,804
Accumulated Surplus	\$ 52,428	\$ 44,210
Net Income	\$ 11,411	\$ 5,120
Total Equity	\$ 70,643	\$ 56,134
Total Liabilities & Equity	\$ 103,579	\$ 78,862

Motion To accept the Treasurer's Report as presented
By: Christine Teixeira **Seconded:** Karen Copson
All in Favour, Carried

**President's
Message:**

Over the past year, we've had the opportunity to experience and witness first-hand how we are Better Together. We had a great line-up of Speakers of Influence: with a variety of prominent women in the public eye as well as influential gems from within our WBN Membership & Peterborough-Kawartha Community.

- We reconnected with our members, hearing individual stories of trials and triumphs and how we are better together
- Jocasta Boone taught us the importance of women in politics and what we need to do to encourage and support getting them a seat at the table
- Parmees Yazdanyar showed us how to manage our energy and be more ready to face the day
- Our WBN Holiday Trinkets Gala Fundraiser – raised over \$22,000 this year in support of the YWCA
- Colleen Carruthers showed us how to be more resilient through self compassion and while Louisa Jewell had some technical issues, she taught us how to wire our brain for self confidence
- Our member tradeshow was another great success with Sofie Andreou teaching us digital marketing, Kayla Loosdrecht giving us the low down on mental health first aid and Frances Gallop and Alexandra Jamieson filling us in on the dos and don'ts about drugs and alcohol in the workplace
- Our Membership remains strong with 171 members we sold out very early on
- Our June Social Event is a laidback networking night of games and fun at the Steele Centre at Fleming College
- And we're very happy that the WBN reinstated the Women In Business (WIB) Award & Judy Heffernan Award Event – which was incredibly successful
- The Dragon Boat team has also been reinstated and we are looking forward to a very successful day on the water on June 8th, 2019

The credit for these events and achievements belongs to the board as a whole. Each and every board member has gone above & beyond to deliver excellence at each event we plan and host. To each of you, and on behalf of the WBN membership, THANK YOU!

Plans for the upcoming 2019-2020 season are well underway, so stay tuned... our incoming and remaining board members, under the enthusiastic leadership of Grace Reynolds are looking forward to amaze you yet again next season.

The board will be meeting later in May to discuss some ideas for the upcoming year and the strategic plan moving forward. Some things that will be discussed are the format/recipient of the holiday gala, guest speakers and possible themes/ideas, meals and location for our meetings, and the size of our membership. Several of you have reached out and given me feedback on some of these items. It is imperative that you continue to give us your feedback so that we can move forward in the direction that you, our membership want us to. If you have thoughts on any of the above topics please send them to me so I can present them during our discussions. When you see a survey PLEASE PLEASE PLEASE FILL IT OUT. It really does help

As the 2018-2019-membership year nears its close, I'd like to say Thank you to you, our membership for a great year. Your support has been empowering, as I navigated the waters to serve as your President this season (stepping out of many comfort zones along the way). To say the least, it has been an eye-opening year of personal and team growth that I'm grateful to have had the opportunity to undertake, along side so many amazing women.

Thank you to all the outstanding women who have served on the WBN Boards that I've been so fortunate to work with, I'm grateful for their support, collaboration, guidance and direction - to each of you, my sincere thanks.

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Motion To accept the President's Report as presented.

By: Grace Reynolds
All in Favour, Carried

Seconded: Anne Arnold

**Other
Business:**

Tracey Ormond
• No other business at this time

Adjournment:

Motion To adjourn the meeting at 5:33 pm

By: Teresa Foley
All In Favour, Carried

Seconded: Rencee Noonan