

AGM

Annual General Meeting

CASSELLHOLME

BOARD OF MANAGEMENT MEETING

CASSELLHOLME

Compassionate care for life's journey.

THURSDAY MAY 4, 2023

MINUTES

DATE: Thursday May 4, 2023
LOCATION: Cassellholme Garden Room & ZOOM Meeting
TIME: 5:00 p.m.

Board Members: Mark King - Chair
Chris Mayne - Vice Chair
Peter Chirico
Robert Corriveau
Sherry Culling

Staff: Angie Punnett, Administrator
Billy Brooks, Chief Financial Officer
Dave Smits, Project Manager
Julie Pilkey, Secretary

Regrets: Michelle Lahay

Guests: Dean Decaire, BDO
Monique Peters, Family Council
Joanne Brousseau (Zoom)

	ITEM	ACTION
A.	CALL TO ORDER	
	<p>RECORDED MEETING</p> <p>Vice Chair Chris Mayne to Chair the Meeting until Mark King arrives.</p> <p><i>“Moved by Peter Chirico and seconded by Sherry Culling that the meeting be called to order at 5:03 p.m.”</i></p> <p>Res. #30-23 Carried</p>	
	1. Approval of Agenda	
	<p><i>“Moved by Sherry Culling and seconded by Peter Chirico that the Agenda for the Annual General Meeting be approved as presented.”</i></p> <p>Res. #31-23 Carried</p>	

2. Conflict of Interest

2.1 Read, sign, and return form to Julie Pilkey prior to the next regular meeting.

“Moved by Peter Chirico and seconded by Sherry Culling that no other members present have declared a conflict of interest.”

Res.#32-23

Carried

3. Code of Conduct

3.1 Read, sign and return form to Julie Pilkey prior to the next regular meeting.

4. Approval of Minutes

4.1 Approval of Minutes of the Annual General Meeting held on April 28, 2022

“Moved by Robert Corriveau and seconded by Sherry Culling that the minutes of the Annual General Meeting held on April 22, 2021, be adopted as presented.”

Res.#33-23

Carried

5. Election of Officers

Election of Officers was held at the Inaugural Meeting – January 26, 2023. The following were Elected:

- Board Chair – Mark King
- Vice Chair – Chris Mayne
- Treasurer – Sherry Culling
- Charitable Foundation Chair – Michelle Lahay

Appointed:

- Secretary – Julie Pilkey

6. 2022 Financial Statements

Mark King arrived to the meeting.

Dean Decaire, BDO Chartered Accountant, presented and reviewed the Cassellholme Financial Statements.

“Moved by Peter Chirico and seconded by Sherry Culling that the 2022 Financial Statements from BDO Canada LLP Chartered Accountants be accepted as presented.”

Res. #34-23

Carried

7. Election of 2023 Auditors

Dean Decaire left the meeting.

*“Moved by Peter Chirico and seconded by Chris Mayne that **BDO Canada LLP Chartered Accountants** be appointed as Cassellholme Auditors for 2023.”*

Res. #35-23

Carried

B. CORRESPONDENCE

No Correspondence

C. REQUEST FOR FUTURE AGENDA ITEMS

No items noted

D. DATE OF NEXT MEETING

May 25, 2023 – Regular Meeting, Cassellholme Garden Room (and/or Zoom)

E. ADJOURNMENT

“Moved by Sherry Culling and seconded by Robert Corriveau that the meeting be adjourned at 6:07 p.m.”

Res. #36-23

Carried

Secretary

Chairman