

Youth Science Canada Special General Meeting

Monday, May 14, 2018 @ 9:00am
Richcraft Building - Atrium
9376 University Drive
Carleton University
Ottawa, Ontario

DRAFT MINUTES

Meeting Chair: Dr. Jeff Hoyle, Chair of Board, Youth Science Canada
Meeting called to order at 9:00am

1. Chair's Welcome - Dr. Jeff Hoyle
 - Welcome everyone. Thanks for attending.
 - Board Members are.
 - Elaine Ma - Vice-Chair
 - Alastair Komus - Secretary
 - Najib Hayat - Treasurer
 - Trevor Maguire
 - Shawn Sanderson
 - Vivian Pang
 - David Desjardins
 - Minutes taken by Lori Murray.
 - I'm available to chat throughout the week if you have any questions or concerns.

2. Reports
 - Scrutineer - Andrika Tittenberger
 - I wish to table the scrutineers report indicating 92 members present and 19 represented by proxy totaling 110 members. A quorum is present to conduct the business of the Special General Meeting. (15 voting members present in person or by proxy must be in attendance for quorum.)

 - Chair Report

 - Ends Statement - Alastair Komus
 - What are Ends?
 - Policy Governance
 - Explains why Youth Science Canada exists
 - It's outcome and priorities

- What is it for? Expectations for Management, Executive Director then choose how to achieve it.

Fueling the Curiosity of Canadian Youth through Science, Technology, Engineering and Mathematics (STEM) Projects.

- a) Canadian Youth are engaged in STEM projects.
 - i. Every middle school student in Canada is engaged in doing a STEM project annually
 - ii. No barriers exist for those living in rural and remote communities, low income groups and diverse backgrounds including Indigenous peoples
 - iii. Youth engaged in project-based science at the entry, regional and national levels are celebrated and recognized
 - iv. Youth engaged in STEM projects are supported and retained within the Youth Science Canada community, and provided with opportunities to develop their skills
 - b) Canadian Youth have the capacity and skills to generate and answer questions, and identify and solve problems, as the result of their interaction with Youth Science Canada resources.
 - c) Youth Science Canada is the leading youth STEM project organization in every province and territory.
 - i. Partners, including affiliated regional members, have the resources needed to achieve these goals within every community in Canada
 - d) Youth Science Canada is recognized by business, media, education and government sectors as the authority on STEM projects, and the principal advocate for the youth STEM project community.
 - i. The Canada-Wide Science Fair is the foremost annual youth STEM event in Canada, with more than 400 projects, 50 engaging and interactive exhibitors and 20,000 visitors
- Approval of Minutes
 - **MOTION** to accept as circulated.
 - Heather Weber, Member
2nd by Scott Berry, Quinte
Motion to accept minutes
CARRIED - Unanimous
 - Treasurer - Najib Hayat
My name is Najib Hayat and I'm the Treasurer at YSC. I am responsible for going over the financial statements as provided by Deloitte.

Financial Review Process

- Deloitte audited the financial statements for the year-end June 30, 2017 prepared by management.
- The Board received and reviewed the draft financial statements on October 28, 2017.

- Deloitte provided a qualified audit opinion on the financial statements consistent with what many other charitable organizations are provided.
- For 2017, there was no longer an operating deficit and YSC actually reported a surplus of \$15.5K. Significant changes were implemented as part of the austerity measures and fiscally responsible objectives.
- It is acknowledged that significant strides were taken in addressing this, but the auditors are obligated to include this in a section on, the “Going Concern” and “Emphasis of Matter”.
- Deloitte continued to express their appreciation for Management and the staff’s assistance on the overall audit process.
- Deloitte advised that this continued to be a very smooth audit.
- Our new auditor is Hurren Sinclair MacIntyre LLP (HSM LLP).

2017 Financial Statements

Bottom Line

- Surplus of \$15,477 for 2017 fiscal year, but carried forward effects of deficit of \$72,456 from 2016.

Impact This Year

- Largest budget component is CWSF, so that is where the impact felt (reduction of prize monies, etc.).
- Continue to actively review all expenses in order to save costs.
- Even Board costs, while modest, were significantly reduced, Board members paying own way whenever possible (history of this).

2018 CWSF Budget

- (not including travel plan or local host activities).
- Approximately \$1.412 Million (revenue roughly 40% in sponsorship).
- Projecting a surplus from this CWSF (first time since 2012).

Going Forward

- Revenue from philanthropy, admissions, event fees, merchandise part of the mix.
- We have evolved!

What We Accomplished

- Location, location, location. Synergies through 3 regions/cities CWSF.
- New leadership and management (Executive Director, Board).
- Sponsorship (Intact, NSERC and others, with more to come).
- Austerity (reduced overhead, volunteers (ED), self-funded Board, thrifty (fiscally responsible mindset).
- Without YOU, there would be no YSC!
- Don’t stop believing. For June 30, 2018, projecting no outstanding loans/debts/bills for first time since 2012!

- Nominating Committee – Reni Barlow
 - Thanks to the committee: Trevor Maguire (Chair), Steve Karrel, Reni Barlow and Dianne Fraser (member at large).
 - The Call for Nominations was sent out
 - 3 available Board positions.
 - 3 candidates were contacted.
 - 3 candidates committed and completed their written applications.
 - All candidates are qualified.

- The nominees for election to the 3 available Board positions are:
 1. Caroline Whippey
 2. Vivian Pang
 3. Elaine Ma
 - The Nominating Committee finds these are all qualified candidates. We are very pleased to present these exceptional nominees to the membership to the 2018 Special General Meeting in Ottawa.
3. Election of Officers – Reni Barlow
- Three members of YSC have been nominated to the Board of Directors and there are 3 vacant positions to be filled on the Board. As per the Bylaws, they will be acclaimed to the Board.
 - A review of each candidate was presented.
 - **MOTION** that the following members: Caroline Whippey, Vivian Pang, and Elaine Ma be elected to the Board of Directors by acclamation.
CARRIED - Unanimous
4. Service Recognition – Jeff Hoyle
- Dr. Paula Piilonen, CWSF Host Committee Chair
 - 2018 Distinguished Service Award recipients – congratulations!
 - National Policy Advisory Committee. YSC is very grateful for their service. A glass plaque will be given to all members. Kevin Frankham, Heather Weber, Jennie Copeland, Jason Braun, George Geczy, Christine Page, Dave Cashin, Marthe Poirier.
5. Other Business – Jeff Hoyle
- Q&A
 - i. Vision – key note – Heather Weber.
 - ii. STEM from STEAM – why? Board discussed but YSC is not forgetting the social sciences.
 - iii. First Nations traditional knowledge. Continuing journey bringing in diverse from all people – on pathway to see this happen.
 - iv. Northern and remote regions - what role does YSC do to ensure diversity at CWSF? Regions choose who comes to CWSF.
 - Board around all week so feel free to come talk to any of us.
6. Adjournment – Jeff Hoyle
- **MOTION** to adjourn the 2018 Special General Meeting of Members.
 - Moved: Denise Fraser, Chignecto West
 - Adjourned – 9:56am