
Oakville Camera Club - Meeting Minutes

Annual General Meeting

QE Park Community Centre, Oakville, Ontario

Monday, September 11, 2017

7:00 p.m.

1. Opening Remarks from the President:

- 1.1. Welcome – Bill Smith
- 1.2. Acknowledgement and thank you to all club volunteer who sat on Committees, helped with Capture Oakville, stacked chairs at Club Meetings in the past year, etc.
- 1.3. Acknowledgement and thank you to the outgoing Board Members for their past year(s) of service, as follows:
 - Gary van Eijk, as Director, Education;
 - Lisbeth DeAlmeida, as Director at-Large;
 - Jan van Huuksloot, as Secretary; and,
 - Mark Markus, as Director, Analytics.

2. Vote to Approve the 2016 OCC AGM Minutes:

Motion (Approval of the 2016 AGM Minutes): Jared Fein

Seconded: Gabriel Rochon

For: All

Opposed: None

Motion: Passed

3. Questions Arising from the 2016 Minutes:

- 3.1. No questions were raised regarding the 2016 AGM Meeting Minutes

4. Board Governance: Activities:

- 4.1 Summary: from the 2016 AGM re-elected nine-(9) Board positions, three-(3) New Members Nominated and were Elected at 2016 AGM for the 2016-2017 operating period.
- 4.2 Board Members who departed prior to completing their Terms this past Year were recognized and thanked for their service.
- 4.3 Since the 2016 AGM, the following has been completed:

- Four-(4) Board of Directors Meetings were Conducted during the remainder of 2016.
 - Ten-(10) Board of Directors Meetings have been Conducted in 2017 year-to-date.
 - Average 77% Board Attendance at Meetings (improved from 70% in 2016).
 - Reinforced 'Analytics' for Improved Performance and Overall Visibility.
- 4.4 Continued to Implement our Strategic Planning Process for Long-term Club Viability.
- 4.5 Created a *new* Board Director Position to Improve our Communication processes.
- Appointed an *Interim* Director - Communication and Member Engagement.

5. Board Governance: Accomplishments:

- 5.1 Financial Position \$6,500 Cultural Grant for Club Operations and Program Development, received from the Town of Oakville - Cultural Grants program.
- 5.2 \$5,000 Grant for Capture Oakville received from the Community Foundation for Canada 150.
- 5.3 Board Support of Enhancing Club Member Value:
- 5.3.1 Active Programming to Bring High Profile Speakers to the Club.
- 5.3.2 Continued to make Strong Invest in our Speaker Program,
- \$8,900 since Jul 2014;
 - Jul 2014-2015: \$2,830;
 - Jul 2015-2016: \$2,816;
 - Jul 2016-2017: \$3,291.
- 5.4 Equipment Investments to Better Support Speaker Presentations, Workshops and Education Programs.
- 5.5 New Committee Functions Activated:
- Grant Development Committee
 - Youth Engagement Committee (Capture Oakville 2017).

6. Board Governance: Overview of Strategic Plan:

- 6.1 Introduction of Strategic Plan.
- 6.2 Purpose of the Strategic Plan for OCC:
- Identify Today's Challenges;

- Identify Tomorrow's Challenges;
- Identify strategies for OCC Future;
- Ensure Sustainability of the Club.

6.3 OCC Engaged *SolutionStudio Inc.* to Facilitate the Planning Process:

- Completed a Strategic Planning Workshop in 2015 devoted to understanding the strengths and weaknesses of the OCC;
- Developed our Strategic Planning document to guide our Efforts;
- Developed Executive & Board of Directors Position Descriptions;
- Executed *multiple* Recommendations from the Planning Workshop.

6.4 Strategic Plan Outcomes:

- Identified four-(4) Strategic Priorities;
- Provide Learning Experiences;'
- 'Encourage Member Engagement;'
- 'Promote the Art of Photography in our Community;'
- 'Enable Good Club Governance;'
- We have Aligned our Board & Club Goals around each Priority;
- Defined our Measures of Success;
- Assigned Board Responsibilities;
- Monitoring Progress at Monthly Board Meeting; and,
- Completed a twelve-(12) Month Performance Review of our Progress.

7. Challenges Report:

- 7.1. Reviewed premise for Challenges, framework and the process for entries and judging.
- 7.2. Overview of the 2016 -17 Challenges Categories and specifics for the upcoming Fall Challenge.
- 7.3. Report Updated ChallengeRules Located on OCC Website.

8. Outings Report:

- 8.1 Review of Outings for 2016-17.
- 8.2. Highlighted dates for 7 2017-2018 Outings.

9. Membership Report:

- 9.1. Reviewed membership statistics. Total membership is 121 members.

- 9.2. Reviewed Members Residency.
- 9.3. Membership Attendance :
 - Average / Meeting June - September Mtg = 53.
- 9.4. Membership Renewal Notices.
- 9.5. Membership dues raised from \$65 / \$70 to \$100 / \$110.
- 9.6. Starting October 1, 2017:
 - PayPal will be available for renewal of membership dues.
- 9.7. Always welcome new members.

10. Workshops Report:

- 10.1. Review of Workshops for 2016-17.
- 10.2. Overview of 2016-17 Workshop calendar.

11. Mentor Program:

- 11.1. Review of Program, Structure and Goal.
- 11.2. Mentors Listed.
- 11.3. Help Wanted.

12. Treasurer's Report:

- 12.1. Club continues to be financially sound.
 - Revenue: **\$29.703.00**
 - Grants: \$ 11,500.00
 - Act.: \$ 2,720.00
 - Membership: \$ 7,337.00
 - Capture: \$ 8,581.00
 - Expenses: **\$29.703.00**
 - Activity: \$ 6,615.00
 - General: \$ 9636.00
 - Capture: \$ 8623.00

13. Website Report:

14. Analytics Report:

- 14.1. Summary of Analysis.

- 14.2 Board Performance:
 - Board attendance at 77% increase from 7 % in 2016.
- 14.3 Club Meetings:
 - Average attendance is 53/meeting; in 2016 average attendance was 70/meeting.
- 14.4 Member satisfaction:
 - Meeting surveys introduced in March 2017;
 - 47 responses have been received; indicated satisfied to very satisfied; and,
 - Reviewed Analytics charts.

15. Capture Committee Report:

- 15.1. Reviewed Committee members and responsibilities and number of meetings conducted to-date.
- 15.2. Reviewed 2016 Capture Oakville event.
- 15.3. Outlined Capture Oakville 2017:
 - Sponsorship and Communication; and,
 - Deadlines.

16. Board Nomination & Election of 2017-2018 Board (Vote Required):

- 16.1. In conjunction with Club Bylaws
 - The Board shall appoint a Nominations Chairperson who will obtain agreement of the nominees that they will serve if elected."
 - "The Chairperson will present a slate of nominees at the Annual General Meeting."
 - Acting as Nominations Chairperson, the following Nominees are presented as candidates to the Board of Directors of the Oakville Camera Club for the next term of 2017-2018.
- 16.2. The current Board consists of twelve-(12) positions:
 - Eight-(8) Board members will allow their names to stand for the coming service term of 2017-2018.
 - Four-(4) replacement Board positions are available for election to the coming term.
 - One (1) new Individual to Be Nominated at 2017 AGM.
- 16.3. Candidates for Nomination to the Board: presented and reviewed profiles as candidates to the membership.

- Bill Smith: President;
- Bernard (Bernie) Cook: Vice President;
- Lesley Taylor: Treasurer;
- Thomas Podruchny: Membership;
- Rafal Kiermacz: Web Master;
- Mike Weber: Analytics;
- Jared Fein: Challenges;
- Wojtek Zlobicki: Mentors; and,
- Outings Volunteers (in lieu of a Permanent Director):
 - Brian Gibson & James dean are acting in this capacity at this time

16.4. Candidates for Election:

- Director, Communications & Member Engagement: biography of Stephanie Naccarato was presented for the position:

Motion: (to approve the appointment of the nominee Stephanie Naccarato as Director: 2017-18 Board of Directors) – Mike Weber

Seconded: Marie Lui

For: All

Opposed: None

Motion: Passed - Slate acclaimed

- Any further nominations from the floor from Members in good standing:
 1. First call,
 2. Second call,
 3. third call
- No further nominations were raised from the floor

Motion: (to approve the appointment of the nominees to the 2017-18 Board of Directors.

For: All

Opposed: None

Motion: Passed - Slate acclaimed.

17. **Question and Answer:**

- 17.1 No questions were raised.

18. Closing Remarks & Adjourn:

18.1 Meeting to be Adjourned:

Motion: Meeting adjournment for the 2017 AGM - Name was not Heard /
Recorded

Seconder: Kuba Gradzik

For: All

Objections: None

Motion: Passed

18.2 The 2017 Annual General Meeting was officially Adjourned

18.3 Next Annual General Meeting:

- September, 2018 - Date To Be Announced
 - 7:00 p.m.
 - QECCP Black Box Meeting Room