

**Annual General Meeting  
Tuesday, September 21<sup>st</sup>, 2021  
Via Zoom Meeting from London, Ontario  
MINUTES**

**1. Meeting Called to Order**

President Stefan Nespoli called the meeting to order at 11:31 a.m.

He thanked all members for pre-registering, remitting proxies and Zooming in to this Annual General Meeting. He reviewed the steps the board took prior to the meeting to adapt to the change from an in-person to this technology-driven meeting. In advance of the meeting and with the Notice of the Annual General Meeting, it was determined the proxy would be used to meet quorum and in the voting process for the director to the position on the CCI Board.

Notice of the meeting went out to 2020/21 members whose email were on record, along with the proxy and link to meeting attachments on the website, including the flyer for the Special Presentation to take place following the business portion of the meeting. Notice was posted on social media and on the chapter website, along with all attachments to the meeting.

**2. Opening Remarks – Executive Report**

President Stefan Nespoli presented an Executive Report covering the 2020/21 session of CCI. Highlights of his report included:

- He applauded the members of the CCI Board and the Administrator for their dedication and involvement; as well as for the time and effort they all put in to meet the new normal of embracing technology.
- He commended those who participated to the success of this CCI year, despite the challenges of transitioning to work from home; increased pressure on managers and contractors who continue the work that may have fallen behind because of pandemic guidelines and workplace safety regulations. Everyone is juggling their to-do lists as best they can even while dealing with supply and demand chains, pricing increases and all other additional tasks we are all subjected to.
- He also complimented all who attended events throughout the year, for their commitment to their communities.
- The amazing talent of our members and chapters across the province was acknowledged.
- Stefan reported on the expansion of social media where postings are informative and entertaining. For example, *Legal Matter Mondays* showed reviews of cases that were put before the Condominium Authority of Ontario Tribunal (CAT); and *Hat Tip Tuesdays* recognized long standing members of our chapter.
- He briefly reported on the success of the June 21<sup>st</sup> 10<sup>th</sup> Annual Golf Tournament, suggesting that golfing allowed for social distancing and most definitely represented the need for us all to get away from the four walls that we mostly contained within.
- He acknowledged the generosity of professional and business partner members who contribute to articles for our publications, advertising and sponsorships.

**3. Proof of Notice & Quorum**

The date for this AGM was posted on the website and communicated to the members via email. Quorum for the meeting is 10% of the members entitled to vote by their current membership at the meeting by proxy. In absence of an in-person meeting, the Administrator was approved by the Board of Directors to act as scrutineer for quorum and the election. Proxies were received by email (posted to arrive no later than 5:00 pm EST on September 20<sup>th</sup>, 2021), reviewed for qualification; and counted for quorum. In advance of the meeting the Administrator provided a declaration of compliance of quorum to President Stefan Nespoli with 232 paid members and 28 proxies received.

#### **4. Approval of the Minutes to the Annual General Meeting of September 20<sup>th</sup>, 2020**

**Motion** to waive reading of and to approve the minutes to the 2020 AGM was made by Michael Watson, seconded by Laura Gurr, none Opposed CARRIED

#### **5. Presentation of 2020/2021 Chapter Financial Statements**

Treasurer Michael Watson reviewed the Financial Statements at June 30, 2021 as approved by the CCI Directors at the CCI Board of Directors' meeting of August 24<sup>th</sup>, 2021. He noted the affect that COVID-19 had on revenues and the adjustments that were made to keep losses at a minimum.

#### **6. Presentation of 2021/2022 Chapter Budget**

Treasurer Michael Watson reviewed the Board's budget for the fiscal year July 1, 2021 to June 30, 2022 as approved by the CCI Directors at the August 24<sup>th</sup>, 2021 Board of Directors' Meeting, noting that COVID-19 would continue to present some uncertainties going forward.

#### **7. Nomination and Election of Directors to the Board**

Three 3-year director positions came due at this AGM. Terms came due for Jeffrey Bell of Scott Petrie LLP Law Firm, Victoria Phillips of HighPoint Property Management Corporation and Séan Eglinton of Thorne Property Management Ltd. Jeff and Victoria have opted not to stand for re-election.

Stefan Nespoli thanked Jeff for his 15 years of dedication on the board and Victoria for her term 2018-2021, including as Education Co-chair for the past two years.

Séan Eglinton opted to stand for re-election, along with David Leff of TLC Landscaping & Design and Heather Dickenson of Dickenson Condo Management who indicated their interest in writing to serve the chapter and the condominium community. These three nominees were presented to the Nomination Committee and accepted for this AGM Election.

The Election process was carried out on the proxies and counted. The three nominees were elected to the CCI Board of Directors for 3-year terms.

#### **8. New Business**

None

#### **9. Meeting Portion Adjourned at 1:31 pm**

**Motion** to complete the business portion of the meeting was made by Michael Watson, seconded by Michael Clifton, none opposed. CARRIED

#### **Special Presentation:**

Stefan turned the meeting over to Kristi Sargeant-Kerr who served as moderator for the Special Presentation "*Avoiding Disaster: Maintenance, Repairs & Miami*" with presenters Joe McGowan of Edison Engineers Inc., Laura Gurr of Cohen Highley LLP, Séan Eglinton of Thorne Property Management Ltd and Lyndsey McNally of CWB Maxium Financial. Jennifer Dickenson monitored the Chat Section for questions.

Kristi thanked the presenters for the excellent and thorough presentation.

**Minutes prepared and submitted to the CCI Board of Directors by:** Trish Kaplan, CCI (Hon's), Administrator

**Motion** to approve the minutes as presented was made by Jennifer Dickenson, seconded by Tricia Baratta at a meeting of the Board of Directors on October 19<sup>th</sup>, 2021.

**Action:** Minutes to be presented at the 2022/2023 Annual General Meeting for approval by the membership.