



**SWAN CITY FC**  
**Annual General Meeting December 4<sup>th</sup>, 2020**  
**Virtual ZOOM AGM – 5pm MST**

Location: ZOOM		<b>Meeting Objectives:</b> <ul style="list-style-type: none"> <li>• To meet legislated requirements to hold Annual General Meeting.</li> <li>• To present financial statements to our general membership</li> <li>• To have election of officers</li> <li>• To make decisions regarding the future of our organization</li> </ul>
<b>Item #</b>	<b>TIME</b>	<b>EVENT</b>
1	2 minutes	<b>Welcome</b> <ul style="list-style-type: none"> <li>• Declare The Annual General Meeting Open</li> <li>• Introduce Board Members</li> <li>• Review purpose of the meeting</li> </ul>
2	2 minutes	<b>Confirm Membership and Quorum</b> <ul style="list-style-type: none"> <li>• Confirm member eligibility and certify proxies</li> <li>• Count number of eligible voters</li> <li>• Determine that you have a quorum.</li> </ul> <i>Article 11 - Quorum</i> <i>Seven (7) Active and Associate members in good standing shall form a quorum at all General Meetings.</i>
3	2 minutes	<b>Present Proof of Notice of the Meeting- 21 days prior to meeting</b>
4	5 minutes	<b>Review and Approve the Agenda</b> <ul style="list-style-type: none"> <li>• Review the agenda. Make any required changes.</li> <li>• Move to accept the agenda. Second</li> <li>• Vote to accept</li> </ul>
5	5 minutes	<b>Review and Approve minutes of Last AGM November 28, 2019</b> <ul style="list-style-type: none"> <li>• Distribute minutes. Review the minutes. Make any required changes.</li> <li>• Move to accept the minutes. Second</li> <li>• Vote to accept</li> </ul>
6	5 minutes	<b>Review 2019 GPSA Financial Statements</b> <ul style="list-style-type: none"> <li>• Revision of Financial Statements</li> </ul>
7	5 minutes	<b>Business Arising out of the minutes</b>
8	1 minutes	<b>Awards</b> No nominations received
9	25 Minutes	<b>Reports</b> <ul style="list-style-type: none"> <li>• ED report</li> <li>• TD report</li> <li>• President’s Report</li> </ul>
10		
11	5 minutes	<b>Financial Report/Budgets</b> <ul style="list-style-type: none"> <li>• Propose modification or changes if required</li> <li>• Move to accept income statement. Second</li> <li>• Vote to accept</li> </ul>
12	10 minutes	<b>Amendments to Constitution- Vote on Bylaw updates</b>
13	25 minutes	<b>1. Election of Officers</b> The President, Vice-president, Secretary and Treasurer shall be elected for a 2 year term at the Annual General Meeting depending on odd/even number of year. The non-reelected President shall become Past President.

### **Election of Officers and Directors**

#### **President:**

- *Derek Van Tassell Term is up for re-election. (Even numbered year)*
- Accept nominations from the floor.
- Second the nomination.
- Confirm that the nominee is willing to let their name stand.
- Close nomination.
- Ballot vote.
- Announce the winner and thank the others.
- Declare the position filled (or vacant if there is no-one willing to fill the position.)

#### **Vice President:**

- *Val Authenac resigned, VP is up for re-election.*
- Accept nominations from the floor.
- Second the nomination.
- Confirm that the nominee is willing to let their name stand.
- Close nomination.
- Ballot vote.
- Announce the winner and thank the others.
- Declare the position filled (or vacant, if there is no-one willing to fill the position.)

#### **Treasurer:**

- *Jesse Noppibul stands as treasurer for another year. (Odd number year)*
- Accept nominations from the floor.
- Second the nomination.
- Confirm that the nominee is willing to let their name stand.
- Close nomination.
- Ballot vote.
- Announce the winner and thank the others.
- Declare the position filled (or vacant, if there is no-one willing to fill the position.)

#### **Secretary:** *Up for re-election.*

- Accept nominations from the floor.
- Second the nomination.
- Confirm that the nominee is willing to let their name stand.
- Close nomination.
- Ballot vote.
- Announce the winner and thank the others.
- Declare the position filled (or vacant if there is no-one willing to fill the position.)

#### **Director Positions:** *All up for re-election (7 positions)*

- Accept nominations from the floor.
- Second the nomination.
- Confirm that the nominee is willing to let their name stand.
- Close nomination.
- Ballot vote.
- Announce the winner and thank the others.

		▪ Declare the position filled (or vacant if there is no-one willing to fill the position.)
13	10 minutes	<b>New Business</b>
14	2 minutes	<b>Thank you and Adjournment</b>