

**McMaster Association of Part-Time Students
Annual General Meeting – Minutes Template
Wednesday, March 12, 2008 at 5:30 p.m.
Room 311, McMaster University Student Centre, McMaster University**

PRESENT: Hasnat Ahsan, Carole Armstrong, Jeanette Button, Min-Ju Evans, Darlene Hayward, Jim Huff, Rabia Khan, Anna Marinelli, Joseph McGuire, David Moore, Rose O'Connor, David Rennie, Eric Siu, Sean Spratt, Violet Wakeman-Ajandi, Candace Waterkamp, Michael Westcott, Allan Wong

OTHERS: Adam Bolek, Faizal Haji, Julius Parente, Darin Stahl

STAFF: Sam Minniti (Executive Director), Josephine Taylor (Office Administrator)

CONSTITUTION OF THE MEETING

The chair, Anna Marinelli, certified that notice had been duly served. A quorum being present, the chair called the meeting to order. A total of 125 proxies and 12 associate membership forms were duly authorized and submitted to the Executive Director in advance of the meeting. Armstrong possessed 76 proxies and Wong possessed 47 proxies.

ATTACHMENTS TO THE OFFICIAL COPY OF THE MINUTES

- Duly authorized associate membership forms
- Duly authorized proxy forms
- Agenda
- Minutes of the last Annual General Meeting, March 6, 2007
- Board of Directors Report
- Audited Financial Statements for the year ending December 31, 2007

1. PROXY & ASSOCIATE MEMBERSHIP DECLARATIONS

Prior to any votes being registered, Marinelli asked MAPS Executive Director, Sam Minniti, to share with the membership a recent legal opinion that was sought by MAPS in regards to proxy votes and associate membership.

Minniti indicated that he and Marinelli contacted MAPS legal counsel in order to seek clarification in regards to what constitutes a duly authorized proxy form and associate membership form given that there was an uncharacteristically high number of requests for proxy forms and associate membership forms. Minniti indicated that legal counsel maintained that in order for a proxy form or associate membership form to be duly authorized, the individual seeking the proxy form or associate membership form must be authenticated and deemed eligible. That is, authenticity refers to the Executive Director being able to reasonably validate the identity of the individual seeking a proxy form or associate membership form. As for eligibility, the name of the individual seeking a proxy form or associate membership form must be on the MAPS voters list provided by the Office of the Registrar. For an individual seeking a proxy form, his or her name must be present on the current MAPS membership list (from September 2007). For individuals seeking associate membership, as per MAPS Bylaw, their name must appear on a membership list from the previous three years (May 2004 or onward).

As a result of this legal opinion, Minniti indicated that there were 125 duly authorized proxies as well as 12 duly authorized associate membership request forms.

Westcott asked why seven of his peers that sought associate membership forms and proxy forms were not granted associate membership status and/or the ability to proxy their vote.

Minniti indicated that Westcott's peers were not granted associate membership and/or the ability to proxy their vote for two reasons. Firstly, any associate membership form or proxy form delivered to Minniti mere minutes before the deadline did not leave Minniti with sufficient time to validate and authenticate said forms prior to the 12:00 pm deadline on Monday March 10, 2008. Said individuals were not duly validated, and as such, not eligible to stand for election, vote, or assign proxy. Secondly, and more importantly, Westcott's peers did not obtain official associate membership forms and/or official proxy forms from the MAPS office (with a spot for Minniti's signature), but rather produced their own associate membership request forms and proxy forms.

Minniti indicated that associate membership request forms and proxy forms needed to be obtained, completed, and returned to him prior to the start of the AGM with the only exception being individuals physical present at the AGM wishing to complete a proxy form as validation and authentication could occur on the spot.

Westcott left the meeting.

2. ADOPTION OF THE AGENDA

Khan requested that the agenda be amended to include discussion about the 125 proxy votes. Since there was no seconder, the amendment failed.

Motion: Moved by Hayward, seconded by Rennie that the agenda be accepted as presented.

In Favour: 140
Opposed: 0
Abstaining: 0

Carried.

3. ADOPTION OF THE 2007 AGM MINUTES

Motion: Moved by Wong, seconded by Hayward that the minutes of the MAPS 2007 Annual General Meeting (March 6, 2007) be accepted.

In Favour: 140
Opposed: 0
Abstaining: 0

Carried.

4. BOARD OF DIRECTORS REPORT

Marinelli presented her written report (copy annexed to the master copy of the minutes). She highlighted the major developments which transpired during her term including the first revision in 20 years to the MAPS-MSU membership protocol allowing limited two-way transferability between MAPS and the MSU. Other notables included MAPS successfully lobbying against the elimination of three-year degrees, securing GO Bus passes for MAPS members with disabilities, and working with the University Librarian to establish a liaison librarian.

5. AUDITED FINANCIAL STATEMENTS FOR 2007

Motion: Moved by Rennie seconded by Khan that the audited financial statements for the year ending December 31, 2007 be approved.

In Favour: 140
Opposed: 0
Abstaining: 0

6. AUDITOR APPOINTMENT

Motion: Moved by Wong, seconded by Armstrong that Pettinelli Mastroluisi be re-appointed as the Corporation's auditor.

In Favour: 140
Opposed: 0
Abstaining: 0

7. AUDITOR REMUNERATION

Motion: Moved by Armstrong, seconded by Wong that the auditor's remuneration be fixed by the Board of Directors.

In Favour: 140
Opposed: 0
Abstaining: 0

8. BOARD OF DIRECTORS ELECTION FOR 2008-2009

The Corporation's bylaws provide for election at the AGM of a Board of Directors of not fewer than 10, and not more than 16, members. Twenty-three members of MAPS had been duly nominated to serve as directors of the Corporation for 2008-2009. The nominees were as follows:

Hasnat **AHSAN**, Carole **ARMSTRONG**, Jeanette **BUTTON**, Min-Ju **EVANS**, Vicki M.A. **HARTLEY**, Darlene **HAYWARD**, Jim **HUFF**, Rabia **KHAN**, Anna **MARINELLI**, Elaine **MARION**, David **MOORE**, Rose **O'CONNOR**, Casandra **POHL**, David **RENNIE**, Eric **SIU**, Aaron **SMITH**, Sean **SPRATT**, Rob **VOKES**, Violet **WAKEMAN-AJANDI**, Candace **WATERKAMP**, Michael **WESTCOTT**, Allan **WONG**

There being more than 16 nominees, an election was required. Copies of the biographical summaries provided by the nominees were made available prior to the meeting in the MAPS Office and circulated at the meeting. Each nominee present was invited to make a brief statement.

The Executive Director acted as Chief Returning Officer and the Office Administrator assisted with the administration of the election. Members of MAPS present, including those duly represented by proxy, were entitled to vote in the secret ballot election. However, given the substantial number of proxies collected by Armstrong and Wong, they were informed by Minniti that their ballots would essentially not be anonymous with Minniti given that a proxy multiplier numeral was written on the back of their ballots, namely Armstrong x 76 and Wong x 47. Furthermore, intuitively, their anonymity would also be lost when the results were shared with individuals in the meeting. Both Armstrong and Wong acknowledged said lack of anonymity and gave consent to proceeding without requiring them to fill out 76 and 47 extra ballots, respectively.

Moore left the meeting.

The ballots were counted and the results of the election were as follows:

NAME	VOTES
Ahsan, Hasnat	134
Armstrong, Carole	137
Button, Jeanette	137
Evans, Min-Ju	134
Hartley, Vicki M.A.	8
Hayward, Darlene	138
Huff, Jim	135
Khan, Rabia	5
Marinelli, Anna	135
Marion, Elaine	129
Moore, David	7
O'Connor, Rose	134
Pohl, Cassandra	130
Rennie, David	7
Siu, Eric	135
Smith, Aaron	1
Soros, Kate	126
Spratt, Sean	135
Vokes, Rob	2
Wakeman-Ajandi, Violet	136
Waterkamp, Candace	134
Westcott, Michael	1
Wong, Allan	135

Motion: Moved by Armstrong, seconded by Wong that the ballots be destroyed and that the following elected candidates be ratified as directors of the Corporation for 2008-2009:

Hasnat **Ahsan**, Carole **Armstrong**, Jeanette **Button**, Min-Ju **Evans**, Darlene **Hayward**, Jim **Huff**, Anna **Marinelli**, Elaine **Marion**, Rose **O'Connor**, Cassandra **Pohl**, Eric **Siu**, Kate **Soros**, Sean **Spratt**, Violet **Wakeman-Ajandi**, Candace **Waterkamp**, and Allan **Wong**

In Favour: 137
Opposed: 0
Abstaining: 0

Carried.

9. OTHER BUSINESS

No other business was presented before the membership.

10. ADJOURNMENT

There being no further business, the chair entertained a motion to adjourn.

Motion: Moved by Rennie, seconded by O'Connor that the 2008 Annual General Meeting of MAPS adjourn.

In Favour: 137
Opposed: 0
Abstaining: 0

Carried.

The meeting adjourned at 7:00 p.m.