



SOROPTIMIST FOUNDATION OF CANADA

www.soroptimistfoundation.ca

Notice of Annual General Meeting October 27, 2012

The Annual General Meeting of the Soroptimist Foundation of Canada is called for the purpose of conducting the business affairs of the Foundation as per Bylaw No. 1, Section 20 and as outlined in the Proposed Agenda, and such other business, as time permits, as noted below:

Annual General Meeting
Saturday, October 27, 2012

9:00 am to 4:00 pm (or until conclusion of business)

Hilton Winnipeg Airport Suites
1800 Wellington Avenue
Winnipeg, Manitoba
(204) 783-1700

Enclosed please find the Proposed Agenda for the meeting, Registration Form, Voting Credential Form for Club Representatives and a Checklist for Club Presidents.

Please advise the Secretary and the Chair, in writing, of any substantive items for addition to the Agenda, no later than Friday, October 5, 2012.

Members of the Corporation (Bylaw No. 1, Section 2) are eligible to vote at the Meetings. If your Club is in good standing with Soroptimist International of the Americas, you are entitled to have a member in good standing as your Representative to vote for your Club at the Meeting.

In order to vote, your Club Representative must bring to the meeting, the enclosed Voting Credential Form, duly completed and signed, and present it at the Registration Desk.

If your Club is unable to select a Representative from within your Club, you may appoint a member in good standing from another Club who will be attending the meeting, or one of the Directors of the Soroptimist Foundation of Canada, to vote on behalf of your Club. If voting by a Representative who is not a member of your Club, please also email your intent with the name of the Representative, to the Secretary by October 6, 2012.

Please submit your Registration Forms by October 6, 2012.

All Soroptimist members, in addition to the Voting Representatives are welcome and encouraged to attend. All Attendees must register by October 6, 2012.

Registration Forms may also be obtained from the SFC website www.soroptimistfoundation.ca

Representatives are requested to bring the SFC 2011 Annual General Meeting Minutes to the meeting.

Elizabeth Gallagher

Lori Roblesky

Elizabeth Jane (BJ) Gallagher, Chair
chair@soroptimistfoundation.ca

Lori Roblesky, Secretary
secretary@soroptimistfoundation.ca

The SFC Board cordially invites all attendees to join us for a Hospitality Evening
Friday, October 26th, 8:30 pm – 10:00 pm, meet in Hotel Lobby SFC events are Fragrance Free



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Annual General Meeting
Saturday, October 27, 2012

Hilton Winnipeg Airport Suites
1800 Wellington Avenue, Winnipeg, Manitoba

PROPOSED AGENDA

9:00 A.M.

Stevenson Ballroom BC

(Dress: business casual)

- 1) Call to Order and Welcome – Elizabeth (BJ) Gallagher, Chair
 - 2) Introduction of Guests
 - 3) Introduction of Board Members and Special Guests
 - 4) Introduction of Attendees
 - 5) Declaration of a Quorum
 - 6) Appointment of Parliamentarian
 - 7) Approval of Minutes of 2011 Annual General Meeting
 - 8) Business Arising from the Minutes
 - 9) Adoption of Agenda
- 10) Financial Presentation by RBC DS – Warrick Holland, Portfolio Manager

Refreshment Break

- a) Treasurer's Report – Sheryl Hopkins
- b) Report of the Auditor
- c) Approval of Financial Statements
- d) Appointment of Auditor for 2012 – 2013

- 11) Presentation of Budget for 2012 - 2013

Lunch Break

- 12) Reports
- a) Chair – Elizabeth (BJ) Gallagher
 - b) Grants for Women
 - c) Club Grants
 - d) Investment Committee
 - e) History Committee
 - f) Legacy Committee

13) New Business

14) Date of Next AGM – October 26, 2013

15) Adjournment

Dinner
Stevenson Ballroom A

6:30 p.m. Cash Bar

7:00 p.m. Dinner

8:00 p.m. Speakers

9:00 p.m. Awards – Please hold picture taking until after presentations

August 4, 2011



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Annual General Meeting – Saturday, October 27, 2012

Registration Form

Name	
Address	
City/ Province	Postal Code
Email Address	Telephone No.
Soroptimist International of	

*Please indicate any dietary restrictions or allergies _____

Are you authorized to vote? Yes ___ No ___ If yes, Club name _____

PLEASE COMPLETE REGISTRATION FORM AND E-MAIL

BY SATURDAY, OCTOBER 6, 2012 TO:

Lori Roblesky, Secretary, SFC

Email – secretary@soroptimistfoundation.ca

The SFC Board has set the Registration Fee at One Hundred Dollars (\$100.00). Please mail/deliver your cheque payable to Soroptimist Foundation of Canada to Sheryl Hopkins, Treasurer.

Sheryl Hopkins
2455 Cunningham Blvd
Peterborough, ON K9H 0B2
705-740-9863

treasurer@soroptimistfoundation.ca

Cheque must arrive before October 19, 2011 or may be delivered at the AGM Registration Desk. Saturday Lunch and Dinner are included in the registration fee.

The SFC Board cordially invites all Attendees to a "Hospitality Evening" on Friday, October 26th, 8:30 pm to 10:00 pm, meet in the Hotel Lobby.

*Please indicate if you are planning to attend the Friday evening social Yes_____ No_____

Please note that SFC events are Fragrance Free

Hotel Rooms:

The Conference Services Manager is offering a Preferred Guest Room Rate of \$129.00 for King or Two Double Bed Suites plus 7% PST, 5% GST and 5% Accommodations Tax.

Rooms are for Friday, October 26, and Saturday, October 27 at

Hilton Winnipeg Airport Suites
1800 Wellington Avenue, Winnipeg, MB
(204) 783-1700

For the discounted rate, call the hotel directly at and state that the reservation is for the Soroptimist Foundation of Canada meeting. The Hotel requests that Room Reservations be booked no later than September 19, 2011. The reservation must quote "Soroptimist Foundation of Canada AGM".

There is a complimentary Shuttle between the Airport and the Hotel.
Call (204) 783-1700 when you arrive, for the shuttle.

Winnipeg Hotels | Hotel Details| Hilton Winnipeg Airport Suites | Winnipeg, MB

http://www3.hilton.com/en/hotels/manitoba/hilton-winnipeg-airport-suites-YWGWIHf/about/index.html#.UDOCNBB_nbc.mailto



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Dear Member Club,

Please authorize a member in good standing of your Club, who will be attending the meeting of the Soroptimist Foundation of Canada on Saturday, October 27, 2012 in Winnipeg Manitoba, as your Voting Representative. If this is not possible, you may authorize a member in good standing of another Canadian Soroptimist Club, in good standing with Soroptimist International of the Americas, or one of the Directors of the Soroptimist Foundation of Canada, to exercise the vote on behalf of your Club at the meeting.

This Form must be completed and signed and the Soroptimist voting on behalf of your Club must present it at the Credentials Desk prior to the meeting.

Please submit the name of your Club's Representative by e-mail to the Secretary by October 6, 2012.

Thank you.

Lori Roblesky,
Secretary
secretary@soroptimistfoundation.ca



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Member Clubs Voting Credential Form 2012
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SOROPTIMIST INTERNATIONAL of _____

Hereby authorizes _____

Who is a member in good standing, to exercise its Vote at the Annual General Meeting to be held on Saturday, October 27, 2012 commencing at 9 a.m. at Hilton Winnipeg Airport Suites, 1800 Wellington Avenue, Winnipeg, Manitoba.

Dated _____ 2012

Signature _____

President or Secretary, Soroptimist International of _____

In order to be permitted to vote at the ANNUAL GENERAL MEETING of the Soroptimist Foundation of Canada, each Voting Representative shall present this form, duly completed and signed at the Credentials Desk prior to the start of the Meeting.

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**CHECKLIST for Club Presidents
for
Soroptimist Foundation of Canada Annual General Meeting
to be held on October 27, 2012
Winnipeg, Manitoba**

#	Description	
1	Select Voting Representative from your Club OR arrange for a Representative from another Club or SFC Board to vote on your behalf prior to October 6, 2012	
2	Sign Voting Credential Form and give to Voting Representative to take to Meeting.	
3	Provide Voting Representative and any other Club members attending, with a copy of the Registration Form, the Notice to the AGM, the Proposed Agenda, proposed budget and any other relevant information being discussed at the meeting.	
4	Provide Voting Representative and any other Club members attending, with a copy of the Minutes for SFC 2011 AGM to bring to Meeting - available on SFC website www.soroptimistfoundation.ca/members.html	
5	Notify Secretary (Lori Roblesky) secretary@soroptimistfoundation.ca of Voting Representative's particulars by October 6, 2012	
6	Notify Secretary, Lori Roblesky secretary@soroptimistfoundation.ca and Chair, BJ Gallagher chair@soroptimistfoundation.ca of any additions to the proposed Agenda by October 6, 2012	
7	Ensure Voting Representative/All Attendees are Registered for Meeting by October 6, 2012	
8	Book Hotel Accommodation by September 19, 2012 for preferred rate.	