



SOROPTIMIST FOUNDATION OF CANADA
www.soroptimistfoundation.ca

**Notice of Annual General Meeting
October 25, 2014**

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 25, 2014**
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 3, 2014.

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 3, 2014**.

Please submit your **Registration Forms by October 3, 2014**.

All Soroptimist members, in addition to the Voting Representatives are welcome and encouraged to attend. **All** Attendees must register by **October 3, 2014**.

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

Representatives are requested to bring the SFC 2014 Annual General Meeting Minutes to the meeting.

Elizabeth Gallagher

Meta Flemke

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

Meta Flemke, Secretary
secretary@soroptimistfoundation.ca



SOROPTIMIST FOUNDATION OF CANADA

www.soroptimistfoundation.ca

Annual General Meeting
Saturday, October 25, 2014

Hilton Winnipeg Airport Suites
1800 Wellington Avenue
Winnipeg, Manitoba

Proposed Agenda

9:00 AM

Laird Meeting Room (immediately off the lobby area)

- 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 2013 Annual General Meeting
- 8) Business Arising from the Minutes
- 9) Adoption of Agenda
- 10) **Financial Presentation** by RBC DS - Warwick 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 2014 – 2015
- 11) Presentation of Budget for 2014 - 2015

Lunch Break

- 12) **Reports**
- a) **Chair** – Elizabeth (BJ) Gallagher
 - b) **Grants for Women** - Aline Chan
 - c) **Club Grants – Anna Der**
 - d) **Investment Committee**
 - e) **History Committee** - Janet Simms-Baldwin
 - f) **Legacy Committee**

13) New Business

14) Date of Next AGM – October 24, 2015

15) Adjournment

**Dinner
Laird Room**

6:00 PM No Host Bar

6:30 PM Dinner

8:00 PM Speakers

9:00 PM Awards – Please hold picture taking until after presentations

SFC events are Fragrance Free

The SFC Board cordially invites all attendees to join us for a Hospitality Evening on Friday, October 24th, 8:30 pm – 10:00 pm, meet in Hotel Lobby



SOROPTIMIST FOUNDATION OF CANADA
www.soroptimistfoundation.ca

Annual General Meeting – Saturday, October 25, 2014

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 email your completed Registration Form by **Friday, October 3, 2014 to:**

Meta Flemke, Secretary, SFC
 Email – secretary@soroptimistfoundation.ca

The SFC Board has set the Registration Fee at One Hundred Dollars (\$100.00).
 Mail 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

Your **Cheque must arrive by October 17, 2014**. If you are not able to mail your cheque by this date please make arrangements with Sheryl to deliver your registration fee at AGM Registration. Saturday's Lunch and Dinner are included in your registration fee.

**The SFC Board cordially invites all Attendees to a “Hospitality Evening”
on Friday, October 24th, 8:30 pm to 10:00 pm,
meet in the Hotel Lobby.**

* Please indicate if you will be attending the Friday evening social **Yes**_____ **No**_____

Please note that SFC events are Fragrance Free

Hotel:

Make your booking direct either with the Hotel (204) 783-1700 or 1-800-HILTONS
Ask for the 'SORO' Guest Room Rate. The Rate is \$142.00 for either a King Suite or
Two Double-Bed Suite, plus Tax (8% PST, 5% GST, 5% Accommodation Tax) \$167.56/night

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

**There is a complimentary Shuttle between the Airport and the Hotel. Use the airport
hotel phone or Call (204) 783-1700 when you arrive, for this service.**

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#.UD0CNBB_nbc.mailto](http://www3.hilton.com/en/hotels/manitoba/hilton-winnipeg-airport-suites-YWGWIHf/about/index.html#.UD0CNBB_nbc.mailto)



SOROPTIMIST FOUNDATION OF CANADA

www.soroptimistfoundation.ca

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 25, 2014, 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.

The Member Clubs Voting Credential 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 3, 2014.

Thank you,

Meta Flemke
Secretary
Soroptimist Foundation of Canada
secretary@soroptimistfoundation.ca



SOROPTIMIST FOUNDATION OF CANADA

www.soroptimistfoundation.ca

Member Clubs Voting Credential Form 2014

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 25, 2014 commencing at 9:00 AM at Hilton Winnipeg Airport Suites, 1800 Wellington Avenue, Winnipeg, Manitoba.

Dated _____, 2014

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** prior to the start of the Meeting.

Page intentionally blank

**CHECKLIST
For**

**Annual General Meeting
October 25, 2014**

#	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 3, 2014
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 2013 AGM to bring to Meeting - attached
5	Notify Secretary, Meta Flemke secretary@soroptimistfoundation.ca of Voting Representatives' particulars by October 3, 2014
6	Notify Chair, BJ Gallagher chair@soroptimistfoundation.ca and Secretary, Meta Flemke secretary@soroptimistfoundation.ca of any additions to the Agenda by October 3, 2014
7	Ensure Voting Representative/All Attendees are registered for Meeting by October 3, 2014
8	Book Hotel Accommodation by September 18, 2014 for preferred rate