



SOROPTIMIST FOUNDATION OF CANADA

www.soroptimistfoundation.ca

Notice of Annual General Meeting September 19, 2015

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, September 19, 2015
The Sandman Hotel**
3:20 PM until conclusion of business
32770 Simon Avenue
Abbotsford BC V2T 0B8
Phone: 604-556-7263; Fax: 604-556-7253

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 September 1, 2015.

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 at secretary@soroptimistfoundation.ca by September 1, 2015.

All Soroptimist members, in addition to the Voting Representatives are welcome and encouraged to attend. **All** Attendees must register by September 1, 2015. Registration Forms may also be obtained from the SFC website www.soroptimistfoundation.ca. Please submit your **Registration Forms by September 1, 2015.**

Elizabeth Gallagher

Meta Flemke

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

Meta Flemke, Secretary
secretary@soroptimistfoundation.ca



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Annual General Meeting September 19, 2015

The Sandman Hotel
32770 Simon Avenue
Abbotsford BC V2T 0B8

3:20 PM

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. Adoption of Agenda
6. Declaration of a Quorum
7. Appointment of Parliamentarian
8. Approval of Minutes of 2014 Annual General Meeting
9. Business Arising from the Minutes
10. **Financial Presentation** by RBC DS – Warwick Holland, Portfolio Manager
 - a. **Treasurer's Report** – Sheryl Hopkins
 - b. **Report of the Auditor**
 - c. Approval of Financial Statements
 - d. Appointment of Auditor for 2015 – 2016
11. Presentation of Budget for 2015 – 2016
12. **Reports** RBC DS – Warwick Holland, Portfolio Manager
 - a. **Chair** - Elizabeth (BJ) Gallagher, Chair
 - b. **Grants for Women** – Aline Chan
 - c. **Club Grants** – Anna Der
 - d. **Investment Committee**
 - e. **History Committee** –
 - f. **Legacy Committee** –
13. **New Business**
14. **Date of Next AGM** –
15. **Adjournment**

Dinner

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



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Annual General Meeting – Saturday, September 19, 2015

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, September 1, 2015** to:

Meta Flemke, Secretary, SFC

Email: secretary@soroptimistfoundation.ca

The SFC Board has waived the Registration Fee this year.

**The SFC Board cordially invites all Attendees to a "Hospitality Evening" on Friday,
September 18th, 7:00 PM**

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

HOTEL BOOKING

The Sandman Hotel
32770 Simon Avenue
Abbotsford BC V2T 0B8

Make your booking direct with the Hotel at **604-556-7263**

Ask for the Soroptimist guest room rate – Group # 66619



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Member Clubs Voting Credential Form 2015

SOROPTIMIST INTERNATIONAL of _____

Hereby authorizes: _____

Who is a member in good standing, to exercise its **Vote** at the **Soroptimist Foundation of Canada Annual General Meeting** to be held on Saturday, September 19, 2015, commencing at 3:20 PM at **The Sandman Hotel**, 32770 Simon Avenue, Abbotsford, BC.

Dated: _____, 2015.

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.**

**Club President's Check List
For
Soroptimist Foundation of Canada
ANNUAL GENERAL MEETING
SEPTEMBER 19, 2015**

#	Description
1	Select Voting Representative from your Club OR arrange for a Representative from another Club or a member of the SFC Board to vote on your behalf prior to email deadline of September 1, 2015
2	Sign Member Clubs Voting Credential Form and give to Voting Representative to take to AGM
3	Provide Voting Representative and any other Club members attending with a copy of the Registration Form, the Notice of 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 the ABM with a copy of the Minutes of the SFC 2014 AGM
5	Notify SFC Secretary, Meta Flemke at secretary@soroptimistfoundation.ca of Voting Representatives' particulars by September 1, 2015
6	Notify SFC Chair, BJ Gallagher, at chair@soroptimistfoundation.ca and Secretary, Meta Flemke at secretary@soroptimistfoundation.ca of any additions to the Agenda by September 1, 2015
7	Ensure Voting Representative and all Attendees are registered for the AGM by September 1, 2015
8	Book hotel accommodation directly with hotel



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Annual General Meeting

Saturday, October 25, 2014, 9:00 AM

Hilton Suites Winnipeg Airport

Winnipeg, Manitoba

Minutes

Attendees:

Western Canada Region: Governor Heather Rollins, SI Chilliwack; Nancy D'Agostino, President SI Banff; Darlene McBeth, SI Calgary; Margot Rutherford, SI Courtenay; Kay Stewart, President SI Winnipeg; Eastern Canada Region: Cindy Fingus, President SI Thunderbay;

Proxies from: Western Canada Region: SI Abbotsford-Mission, SI Chilliwack, SI Edmonton, SI Osoyoos, SI Saskatoon; Eastern Canada Region: SI Cambridge, SI Grand-Erie, SI Kawartha Lakes, SI Peterborough, SI Toronto

SFC Board: Elizabeth Gallagher (BJ), SI Edmonton; Anna Der, SI Edmonton; Meta Flemke, SI Edmonton; Aline Chan, SI Guelph; Sheryl Hopkins, SI Peterborough

Regrets: Eastern Region Governor Donna Keating – BJ read the letter.

1. Call to Order and Welcome – Elizabeth Gallagher (BJ), Chair - At 9:05 AM Chair BJ called the meeting to order welcoming all to the 2014 Annual General Meeting. Best wishes were read from Eastern Canada Region Governor Donna Keating.
2. Introduction of Guests – none present.
3. Introduction of Board – BJ introduced the Board Members and Warwick Holland, with RBC Dominion Securities Inc., SFC Portfolio Manager, from Vancouver.
4. Roll Call of Attendees, all present.
5. Elizabeth Gallagher (BJ) reported there is a QUORUM, needed are 3 Board members and 25% of clubs represented in person or by proxy (8 clubs needed).

6. Appointment of Parliamentarian – Margot Rutherford, SI Courtenay.
7. Adoption of Agenda –
 - Move 13a to between 9 and 10, making it Business Arising from 2013 AGM Minutes.
 - Add under New Business discussion of venue for next year under New Business; seconded by Anna Der in favor.

Margot Rutherford moved to accept the Agenda with changes, seconded by Anna Der. Carried.

8. Approval of Minutes of 2013 Annual General Meeting – BJ showed the Continuance document obtained and will be on file. Darlene McBeth moved the approval of the minutes as circulated, seconded by Cindy Fingus. Carried.

9. Business Arising from 2013 Minutes –

- Letter from SI Chilliwack - Heather Rollins discussed funds of SI Chilliwack currently with Vancouver Foundation and have a year or two until it is locked in. Would like to invest it with SFC with the interest on the investment going back to the club for projects. The benefit to donors would be getting income tax receipts because most clubs now don't have a Revenue Canada charitable number.

Benefit to SFC would be more people would get to know about it and may make specific donations to the SFC as well as the local club. Warwick explained complications of that and cost of administration, set up and management. Heather will check with SI Chilliwack which has funds in their Community Foundation and will report to BJ.

10. Financial Presentation by RBC DS Warwick Holland, Portfolio Manager – distributed two financial reports to those present. Changes in investments were made as instructed last year: invest globally (formerly only in Canada), investment flexibility in bond rated bonds Triple B or less up to 20%, offering more diversity.
 - a. Treasurer's Report — Sheryl Hopkins presented July 2013 through June 2014. Has given to Warwick a \$30,000 cheque for investment. During the year was advised SFC received a \$100,000 bequest, and when received in November it totalled \$113,000. Cindy Fingus moved acceptance of the report, seconded by Heather Rollins. Carried.
 - b. Unaudited report of the Auditor – presented by Sheryl.
 - c. Sheryl Hopkins moved that we appoint Sandra Fawcett's office in Richmond Hill, Ontario, as SFC Auditor for fiscal year 2014-2015, seconded by Margo Rutherford. BJ read Bylaws regarding changing auditors, should we need to between AGMs when they are appointed.

11. Presentation of Budget for 2014-15, also to 2019 – additional expense for purchase of 100 pins and making them into maple leaf pins, because of possibility that the pin would be changed and we wished to keep the same. Last year's AGM cost higher because it was the 50th anniversary celebration. Sheryl pointed out the various methods of making donations. Darlene McBeth moved the budget be accepted as presented; seconded by Kay Stewart. Carried.

12. Reports –

- a. Chair – Elizabeth Gallagher – printed in Cornerstone Fall 2014. Additional comment that \$3,400 was raised at the fundraiser in Vancouver in November 2013.
- b. Grants for Women – Chair BJ Gallagher reported for Aline Chan, SI Guelph – report attached.
- c. Club Grants – Anna Der, SI Edmonton – report attached. Successful clubs are listed in Cornerstone: SI Central Alberta – The Power of a Girl; SI Chilliwack – Abuse Counselling and Resources Library; SI Courtenay – Yes You Can Mentoring Program; SI Kawartha Lakes – Girls on the Run; SI Surrey Delta – Totally Beautiful; SI Winnipeg – For Girls Self-Esteem Forum; and also, SI Dundas-Ancaster-Flamborough – The FAB Girls Program-Fit Active Beautiful.
- d. Investment Committee – reported by BJ Gallagher in the absence of Cora Salvador – copy attached
- e. History Committee – BJ reported on behalf of Janet Simms-Baldwin – copy attached
- f. Legacy Committee – BJ reported for Barbara Stalbecker-Poutney – copy attached

13. New Business –

- a. Change of Venue – Discussion took place on the pros and cons of changing the venue from Winnipeg to be attached to the fall leadership retreat in each Region. This would mean that the people attending the retreat would already be available to attend and hopefully some people from the other Region would attend as well, particularly the Governors. A con is the cost of airfare or farther flights. Kay Stewart suggested also occasionally meeting centrally in Winnipeg.

Heather Rollins moved that the AGM be conducted in alternate years in either the Western Canada or Eastern Canada Region in conjunction with the fall event, seconded by Cindy Fingus. Carried.

Heather advised that as Western Canada does not hold fall area meetings, it will need to be with the leadership retreat which will likely be Saturday, September 19th in Abbotsford, BC, but will confirm and advise BJ. BJ will report on this in the next Bulletin.

14. Next Annual General Meeting - Date for 2014 AGM will be in BC in September 2015, date to be confirmed shortly and reported in the Bulletin.

15. Adjournment – Meeting adjourned at 12:05 PM

COMMITTEE REPORTS

Foundation Chair – Elizabeth (BJ) Gallagher

Here it is, the end of the summer, and I am reminded that it is time to get working on Cornerstone which will be available at the AGM, October 25, at the Airport Hilton Suite Hotel in Winnipeg, MB. We have had a busy year with many things to be taken care of since last year's AGM. I was off to Vancouver in November 2013 for the 50th Anniversary Fundraiser sponsored by SI Vancouver - it was a great success due to the hard work and dedication of Cora Salvador, past SFC Chair (SFC Fund Raising Committee), SI Vancouver President, Ching Shih, and all the members of SI Vancouver - they raised \$3,400 for SFC. Senator Mobina Jaffer, Raven Bowen (2011 SFC Grants for Women winner), SIA Program Chair Sharon Fisher, WCR Governor Dana Martin, and I were asked to speak at the event. Miss Grace Chan, Mezzo Soprano, accompanied by pianist Leona Griffith, entertained. Two pieces of art were donated by very talented Alberta artists W.H. Webb from Donaldald, AB., and Jane Romaneshko from Airdrie, AB. One of my paintings was purchased by Senator Jaffer.

I worked on the *Foundation's Continuance* for Industry Canada. It was completed and approved in lots of time prior to the deadline of October 14th, 2014.

Board Meetings were held monthly and I wrote articles for the Spring 2014 Cornerstone issue and also completed *Bulletins from the Chair* for November 2013 and January 2014. I acted as WCR Grants for Women manager. Of the many applications, 20 were selected from both East and West. ECR Grants for Women manager Aline Chan, who, with the help of non-SI judges narrowed it down to two winners from Eastern Canada and two from Western Canada.

In November, Donna Rediger, SI Calgary, passed away - she had made a bequest of \$113,000 to the Soroptimist Foundation of Canada, of which she had been a staunch supporter. As always, SFC is most grateful to Donna and to each and every Soroptimist who recognize the importance of what SFC was set up to do. We appreciate all donations given.

I acted as Club Grants Manager for 2013-2014 and had the pleasure of giving Club Grants to SI Central Alberta, SI Winnipeg, SI Courtenay, SI Dundas-Ancaster-Flamborough, SI TriCities, and SI Kawartha Lakes.

Our Board spoke at the ECR & WCR Spring Conferences. I spoke in Abbotsford, BC and Sheryl Hopkins spoke at the ECR Conference. After the Spring Conferences, Anna Der joined the SFC Board as *WCR Grants for Women* manager and Club Grants Manager. We were delighted to have Anna on board as we had been limping along with these unfilled positions. Anna Der is a Member of SI Edmonton, Anna has served a Vice President and is presently past President of SI Edmonton. Also Anna is a Certified Fund Raising Executive (CFRE) and is the owner of Der Publications. Anna most recently worked with seniors with disabilities.

At the July SIA Biennial Convention in Vancouver, Aline, Anna and I attended and while in Vancouver, were able to meet with our financial advisors, along with Cora Salvador representing the SFC Investment Policy Committee, and WCR Governor Heather Rollins.

In July, we acquired a new SFC Secretary, Meta Flemke, SI Edmonton. We are thrilled to have Meta as a member of the SFC Board as she has been an SI Edmonton member since 1982 (32years) and brings with her a wealth of experience. Meta joined our Board just in time to begin putting out the Call to the SFC AGM and help Treasurer Sheryl with hotel reservations and details related to the AGM. Having Meta on board has already proved to be invaluable to our SFC Board. We miss having Lori Roblesky on board as she was such a kind friendly individual.

August 16, I drove to Edmonton for board orientation with Anna and Meta, our new Board members. We met at the University of Alberta Faculty Club. September 6, I drove to Banff and visited with past SFC Treasurer, Anne Goulet, to pick up financial documents that she has stored in her garage for many years. This year has been busy and productive and it is an honour and privilege to work for the Foundation.

SFC was set up to provide scholarships by way of Grants for Women for young women in PhD and Masters programs and to provide Club Grants to clubs sponsoring programs that increase the self-esteem of young girls in their communities. These goals would not be possible to maintain without the outstanding generosity and dedication that each and every Canadian Soroptimist has shown through their financial support, and, as well, through the encouragement and support you show the Board through your interest and attendance at the annual AGM.

Thank you very much for the continued support that each of the SI Clubs in Canada and each of their members have provided to SFC over the year. Your continued support is essential to allow your SFC Board to continue all of the work that we do on behalf of the Foundation.

Grants for Women – Aline Chan, Eastern Canada Region and BJ Gallagher, Foundation Chair (presented by BJ)

This year, although applications came in slower than usual, in the end I (BJ) received 20 applications, down 25 from last year.

Aline Chan, Eastern Canada and Grants for Women Manager, received 300 applications this year, down 29 from last year.

In the end Aline and her wonderful judges chose four grant winners:

- Amy Johnson – Juris Doctor Candidate 2015, Faculty of Law, University of Windsor BA (SDS), University of Waterloo
- Kate Salters – PhD student, Faculty of Health Sciences, Simon Fraser University MPH, Simon Fraser University B.A. (Honours), Department of Community Health Sciences, Brock University
- Danielle N. Naumann - PhD Candidate, School of Rehabilitation, Faculty of Health Sciences, Queen's University MSc(OT)
- Kristine Cheung – MA Student, Clinical Psychology, Department of Psychology, Faculty of Graduate Studies, University of Manitoba

Club Grants – Anna Der

As a brand new member to the SFC Board with responsibility for Western Canada Region and Club Grants, I am slowly learning how the Foundation works. Please have patience with my learning curve..

This year SFC received seven grant applications from Clubs and we have been able to award \$2 1,000 to all seven Clubs. A wonderful year!

The Clubs are:

- SI Central Alberta – The Power of a Girl
- SI Courtenay – Yes You Can Mentoring Program
- SI Kawartha Lakes – Girls on the Run
- SI Surrey Delta – Totally Beautiful

- SI Winnipeg – For Girls Self-Esteem Forum
- SI Dundas – Ancaster - Flamborough – The FAB Girls Program-Fit Active Beautiful
- SI Chilliwack - ??

I have a reminder for all Clubs from last year and this year – all funding has a two month reporting time frame every year. Please return the details to us as soon as possible after the projects.

We would like to encourage all of the Clubs to apply when important projects are available.

Investment Committee – presented by BJ Gallagher

Cora Salvador has done a wonderful job over this past year with her club members putting on a gala at Van Dusen Gardens.

They invited a master of ceremonies, Karen Blunderfield, to keep activities flowing smoothly and the decorations and caterers were superb.

Speakers included: Senator Mobina Jaffer, a staunch Soroptimist supporter; Sharon Fisher, SIA Program Chair; then-Governor Dana Martin; me, SFC Chair; and past Grants for Women winner Raven Bowen. Entertainment was provided by Mezzo Soprano Grace Chan, accompanied by Leona Griffin. Also present were our RBC Investment Team Warwick Holland and his lovely wife Lisa.

Due to all of the efforts of SI Vancouver, \$3,400 was raised for SFC.

History Committee – presented by BJ Gallagher

Janet Simms-Baldwin and her committee have been able to take a much needed reset after the publishing of the SFC History book, which they published last year for the SFC 50th Anniversary.

The lead up to publication was a very hectic time for Janet and her committee, which was made up of:

- Janet Simms-Baldwin, Chair
- Jean Skillman – formatted pictures
- Flora Francis – Memory and past events
- Cora Salvador – Finance
- Alison Saunders – Traced Grant winners
- Sandy Ng – Publishers search and keyboarding

This was a huge undertaking by Janet who made numerous trips to the Archives here in Winnipeg and although Janet was given a budget, she covered many of her expenses herself.

We would like to let Janet and her committee know just how grateful we are to each and every one of them for their efforts and dedication to the Soroptimist Foundation of Canada.

Legacy Committee – Barbara Stalbecker-Poutney, report presented by BJ Gallagher

The Legacy Committee, chaired by Barbara Stalbecker-Poutney, was set up to explore legacy contributions to SFC.

Many of us make contributions to SFC monthly, quarterly, biannually, or annually to the Endowment Fund, which are the funds that are grown and in which the principal is never touched.

The interest from the Endowment Fund is where SFC makes the money to provide Club Grants and Grants for Women and, of course, to handle the daily operation of SFC, including insurance, accounting, telephone conferencing, VIA NET for emails, Web Master, bank charges and Maple Leaf pins.

It is obvious that the Legacy Committee is getting the word out as SFC has been remembered over the years by any gracious, generous ladies, most recently Donna Rediger of SI Calgary, and Betty Jane Secord of SI Saskatoon.