

MEETING MINUTES

Annual General Meeting

UNAPPROVED Minutes

Date: April 27, 2024
Meeting: 8:09 – 8:47 AM PST
Location: Zoom Meeting
Chaired by: Leigh-Ann Stewart

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Item #	1	Type:	Standing	Description:	Call to Order/Quorum
Presenter:	Leigh-Ann Stewart				
Notes:	<ul style="list-style-type: none"> Leigh-Ann called the meeting to order at 8:09 AM (PST). Quorum was not established; in which case the recording of this AGM and the votes will be sent out to membership following the meeting to ensure quorum is attained for all motions. Denise Howitt shared housekeeping items with members. 				
Result/Action Item(s):	n/a				

Item #	2	Type:	Standing	Descriptio	Safety Moment
Presenter:	Shannon Bolger				
Notes:	<ul style="list-style-type: none"> Shannon recognized that tomorrow, April 28th is the National Day of Mourning and the importance of recognizing this day to help work towards ensuring that no one gets injured fur to workplace injury. Shannon shared a personal story of how a workplace related fatality occurred in her own family and how many are affected by stories like this. Shannon then advised that if any members would like more information on the Day of Mourning they can visit Threads of life, one of our strategic partners, website or CCOHS. 				
Result/Action Item(s):	n/a				

Item #	3	Type:	Standing	Description	Update from the Chair
Presenter:	Leigh-Ann Stewart				
Notes:	<ul style="list-style-type: none"> Leigh-Ann, as Chair of the Board, provided an update relating to the society's areas of focus, achievements, highlights and growth that occurred over 2023 and honoured all Directors who worked tirelessly in each committee to continue to deliver WOHSS flagship programs and events. Leigh-Ann also noted that in 2023 Morgan Connell-Hall, WOHSS Administrator was given the title Executive Director as it fitted her role within the organization better as WOHSS continues to grow. One last special update that Leigh-Ann included is that WOHSS is now officially incorporated as a Federal Organization versus a Provincial Society. This reflects WOHSS' mission to serve Canadian Women in OHS across the country and opens up opportunities to achieve this and carry more esteem internationally. 				
Result/Action Item(s):	n/a				

Item #	4	Type:	For Approval	Description:	2023 AGM Minutes
Presenter:	Leigh-Ann Stewart				
Notes:	<ul style="list-style-type: none"> Leigh-Ann presented the previous AGM Minutes. <ul style="list-style-type: none"> Moved by: Manisha Mistry Seconded by: Dana Stamu Minutes approved (vote: For – 95%, Against – 0%, Abstain – 5%) 				
Result/Action Item(s):	n/a				

Item #	5	Type:	For Approval	Description:	Financial Update
Presenter:	Denise Howitt				
Notes:	<ul style="list-style-type: none"> Denise presented the Financials to members. <ul style="list-style-type: none"> Moved by: Holly Hale Seconded by: Abdel-Rahman Sabriye Financials approved (vote: For – 100%, Against – 0%, Abstain – 0%) Treasurer to appoint auditor motion <ul style="list-style-type: none"> Moved by: Shannon Bolger Seconded by: Manisha Mistry Auditors approved (vote: For – 100%, Against – 0%, Abstain – 0%) 				
Result/Action Item:	n/a				

Item #	6	Type:	Standing	Description:	Committee Update
Presenter:	Abdel-Rahman Sabriye				
Notes:	<ul style="list-style-type: none"> Abdel provided an update on the activities that took place in 2024 by the seven different committees. This can also be referenced in the Annual Report that can be found on the WOHSS website. 				
Result/Action Item:	n/a				

Item #	7	Type:	For Approval	Description:	Annual Report
Presenter:	Abdel-Rahman Sabriye				
Notes:	<ul style="list-style-type: none"> Abdel presented the Annual Report. <ul style="list-style-type: none"> Moved by: Dana Stamu Seconded by: Susan McCarthy Annual Report approved (vote: For – 100%, Against – 0%, Abstain – 0%) 				
Result/Action Item:	n/a				

Item #	8	Type:	For Approval	Description:	Slate of Candidates
Presenter:	Leigh-Ann Stewart				
Notes:	<ul style="list-style-type: none"> Leigh-Ann presented the slate of candidates. <ul style="list-style-type: none"> Moved by: Nicki Islic Seconded by: Shannon Bolger Slate of Candidates was approved (vote: For – 96%, Against – 0%, Abstain – 4%) 				
Result/Action Item:	n/a				

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Item #	9	Type:	Standing	Description:	Recognition of Outgoing Directors
Presenter:	Leigh-Ann Stewart				
Notes:	<ul style="list-style-type: none"> Leigh-Ann recognized the contribution of outgoing and past board member Susan McCarthy who served on the Board in the Communications Director role for 4 years. 				
Result/Action Item:	n/a				

Item #	10	Type:	Standing	Descrip	Moving WOHSS Forward
Presenter:	Leigh-Ann Stewart				
Notes:	<ul style="list-style-type: none"> Leigh-Ann as Chair of WOHSS provided members her vision of what is next for the organization in 2024 and beyond. 				
Result/Action Item:	n/a				

Item #	11	Type:	Standing	Description:	Adjournment
Presenter:	Leigh-Ann Stewart				
Notes:	<ul style="list-style-type: none"> As official business was complete, the AGM was adjourned at 8:47 AM (PST) 				
Result/Action Item:	n/a				