

Canadian Institute of International Affairs
Toronto Branch
Annual General Meeting

Wednesday October 12, 2005
Windsor Room
King Edward Hotel
Toronto, Ontario

Minutes

1. Adopt Agenda for AGM 2005

- K.Martin presented the agenda
- Moved to adopt by D.Valentine, seconded by R.Low.
- Agenda adopted.

2. Minutes of AGM 2004

- K.Martin presented the minutes of the 2004 CIIA Toronto Branch AGM
- Moved to approve by G.Jansen, seconded by D.Valentine
- Minutes approved.

3. President's Report

- K.Martin, President of the Toronto Branch for 2004-2005, presented a synopsis of the past year's activities at the Toronto Branch in his President's Report:
 - High profile events were balanced with more informal events with the consuls general
 - The membership feedback was that the events were enlightening and enjoyable
 - The branch foresees continuing the panel format as well
 - It was a successful financial year with fiscal prudence on each event held, with the result that we continue to hold a surplus. However this is necessary to provide insurance against the costs associated with speakers canceling last minute.
 - Membership is stable and still growing, showing the vitality of the branch.
 - The Board of Directors is solid and committed.
 - There is an increase in student involvement, which is important to keep the branch invigorated in the years ahead. To encourage this, we've had an intern, offered student rates to all events, and had a student thank the speaker at each event.
 - Sponsorships are an important factor in enabling our events to run at minimal cost and provide for student tables at events.
 - The branch website is a key tool for the branch. It contains past events, with photos, video and synopsis of the talk. It helps attract speakers with this credibility.

4. Treasurer's Report

- T.Crysler, Treasurer of the Toronto Branch for 2005-2006 presented the Treasurer's Report. Mr. Crysler reported that it has been a fiscally sound year, with the third consecutive year running a surplus. We have a term deposit to maximize interest return. There have been times where there has been delay in obtaining credit card receipts from the company contracted with head office.
- Moved to approve report by R.Low, seconded by D.Valentine
- Report approved.

5. Nomination Committee Report

- R.Clark introduced and read the nominees for positions on the board of the Toronto branch:
 - President - Keith Martin
 - Vice President - Rebecca Low
 - Treasurer - Millie Poon
 - Secretary - Renee van Kessel
 - Members at Large - Jess Hungate, Doug Valentine
 - Past President - Ron Clark
- Motion to pass the nomination slate by T.Crysler, seconded by J.Nagel. Motion passed. No opposition.

6. Departure of Current Treasurer

- K.Martin expressed gratitude on behalf of the Toronto executive committee and branch at large for the dedicated service of Ted Crysler as Treasurer over the past few years.

7. Motion to Close the Meeting

- Moved by J.Hungate, seconded by R.Low

- Meeting adjourned.