



**College Chemistry Canada
La Chimie Collégiale au Canada**

Annual General Meeting, Trent University, May 26, 2024

1. Approval of Agenda (attached)
2. Approval of Minutes from the 2023 AGM (attached)
3. Presidents Report – Paula Rooksby
4. Webmaster Report – Laura Lucan and Melany Kaban
5. Treasurer Report (attached) – John Eng
6. 2025 Conference – Paula Rooksby
7. Election / Appointment of New Executive – Paula Rooksby
8. Presentation of Student Awards – Paula Rooksby
9. Other business/ open floor
10. Adjournment



College Chemistry Canada La Chimie Collégiale au Canada
Annual General Meeting, Université de Saint-Boniface (USB), May
28, 2023, 11:30 am

Attending (Board):

Yann Brouillette, Andy Dicks, John Eng, John Lee, Jimmy Lowe, Paula Rooksby

Attending (General)

Shannon Accettone	Francois Gauvin	Christina Mohr	Han Truong
Mohamed Belhadj	Jessie Harrald	Arlana Moskalyk	Veronique Turcotte
Bill Blann	Ben Heyde	Sarah Pelletier	Jennifer Wolf
Andrew Chan	Sean Hughes	Janice Rey	Shannon Baxter
Bruno Cinel	Bilkiss Issack	Lawton Shaw	Emma Davy
Joe Clifford	Melanie Kaban	Michael Slaney	Amy Gudmundson
Cassandra DeFrancesco	Tareneh Lajevardi	David Stone	
Natasha Desgagnes	John Lee	Robin Stoodley	
Erin Dul	Gabriel Marineau Plante	Benchmen Trieu	

1. *Approval of Agenda (see attached)* – Paula Rooksby presents the agenda, and asks that it be accepted with the revision of the Treasurer’s Report being moved to the 3rd item of business. François motions to approve, Arlana Moskalyk seconds this motion, carried by acclamation.
2. *Approval of Minutes* – Minutes from the 2022 AGM have been disseminated. John Eng motions to approve the minutes without change, Joe Clifford seconds, carried by acclamation.
3. *Treasurer’s Report* –

John Eng presents the signed C3 internal auditor’s report for 2022/23. He notes that the annual membership fee was increased from \$20 to \$25 for the current year. The C3 currently holds \$46,175 in assets, roughly 7000 in the cash account, 12,000 + 15,000 + 12,000 in three GIC’s and 200 in a Paypal account.

Over the last year the spend was \$1000 to seed conference set up and \$2000 as C3 awards and scholarships, and \$57 in various fees. The conference fee revenue that year was \$4500.

Bill Blann motions to accept the Treasurer’s report without amendment, François Gauvin seconds this motion, the report is accepted unanimously.

John Eng calls for volunteers to act as auditors for the new year. Jenifer Wolf and Kristy Erikson volunteer to carry on from the previous year, Joe Clifford and Robin

Stoodley volunteer to join them. François Gauvin motions to accept this slate, Bruno Cinel seconds, carried by acclamation.

4. *Business arising from 2022 –*

Paula Rooksby notes regarding maintenance of membership e-mail lists, that the attendance list for this year's meeting includes everyone's e-mail address, but that there is no proposal to do blanket mail-outs to the membership list. She notes that the action item to add a 2nd scholarship award has been carried out.

5. *Webmaster Report –*

John Lee reports the C3 web site as currently up to date. Traffic remains low. The site now has links to 2YC3 on-line conferences.

6. *2024 Conference Planning –*

Shannon Accetone sets the stage for next year's meeting at Trent University. She describes the campus as a relatively remote wooded location, about an 80 minute walk from Peterborough hotels, and that she expects we will mainly want to do bookings for the student residence spaces. We will try to arrange a bus charter to the conference site from Pearson airport. She plans a tour of Peterborough the day before, and a fun run route through forest. And Shannon invites all members to contribute ideas for meeting themes. It's noted that it will be our 50th annual meeting and Bruno Cinel has offered his assistance.

7. *2023 Student Awards –*

Paula Rooksby presents the Host's award to Amy Gudmundson of USB. Drew Biletski of NAIT and Ujas Acharya of UBC are the junior and senior scholarship recipients.

8. *C3 Board Appointments –*

Lawton Shaw offers to stand as regional representative for the prairies, Jennifer Wolf for the west coast, Yann Brouillette for Quebec and Andy Dicks for Ontario. There is no one offering to stand as a regional representative for the maritimes. John Eng and Todd Stuckless offer to stand again as Treasurer and Secretary. Shannon Accetone offers to stand as Newsletter Editor, while Laura Lucan offers to stand as Webmaster with aid from Melanie Kaban. This slate, with C3 President Paula Rooksby, receives unanimous support from the AGM attendees.

9. *Concluding Business* –

Jimmy Lowe presents a thank-you to François Gauvin for having hosted this terrific meeting at USB, and for his contributions to the C3 over the years as he now completes his retirement from the University.

The J. Willard Gibbs fun-run winner was announced as a tie between all participants. The trophy remains with NAIT.

There is discussion regarding the 2025 site. Possibly Lethbridge. Possibly pairing with the CSC meeting in Ottawa. An east coast site is perhaps overdue. The CSC 2026 meeting in Montreal might be a good time to pair again.

At 12:10 Joe Clifford motions to adjourn the meeting, carried unanimously.



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Annual General Meeting, Université de Saint-Boniface, May , 2023

1. Approval of Agenda (attached)
2. Approval of Minutes from the 2021 AGM (attached)
3. Business Arising from the Minutes
 - At the last AGM, Kathy Darvesh requested the contact information from the various regions be available to the Regional Board Members to use as mailing lists. Jimmy Lowe indicated the information from registration will be passed along. Unfortunately, neither could recall this being done so moved to next year.
 - Bill Blann recommended another scholarship be created. He indicated another \$1000 general student scholarship.

John Lee suggested maybe an undergraduate and postgraduate award.
 - Kathy Focsaneanu suggested perhaps support to attend a conference? Erika Merschrod commented “Are there members of C3 who have trouble attending because of financials? I know that some of us have professional development funds, but maybe not everyone?”
4. Presidents Report – Paula Rooksby
5. Webmaster Report – John Lee
6. Treasurer Report – John Eng
7. 2024 Conference Update – Shannon Accettone
8. Presentation of Student Awards – Paula Rooksby
9. Other business/ open floor
10. Adjournment



COLLEGE CHEMISTRY CANADA LA CHIMIE COLLEGIALE AU CANADA

Treasurer's Report

Date: May 17th, 2024

The C3 membership fee will remain at \$25.00 for 2024. Payments can still be made via e-transfer to c3conference20xx@gmail.com directly into the RBC-C3 account.

We thank Francois Gauvin and all organizing committee members for their work at the 49th C3 Chemical Education Conference at the University of Saint Boniface. At the conference, the C3 awarded two General Student Awards valued at \$1000.00 each to Ujas Acharya and Drew Biletski. Additionally, the C3 Host General Student Award was presented to Amy Gudmundson.

On May 6th, we surpassed the minimum requirement of two elected C3 members to conduct an internal audit of the C3 financial statements and all supporting documentation for the reporting period of April 1st, 2023, to March 31st, 2024. We are deeply grateful to our volunteer auditors, Joe Clifford, Kristy Erickson, and Jennifer Wolf, for their diligent work and commitment to ensuring the financial integrity of this organization.

The audited financial statement, which shows a healthy financial position for the reporting period of April 1st, 2023, to March 31st, 2024, will be presented to the C3 membership at the annual general meeting during the 50th C3 conference. This report aligns with the not-for-profit (NFP) act, which mandates an annual financial report be prepared to maintain C3's not-for-profit status. We thank Shannon Acettone and the organizing committee at Trent University for hosting the 50th C3 conference and this Annual General Meeting.

Having served as the C3 treasurer for over seven years, I want to announce my retirement from the executive team. After 38 years in the Chemistry Department at the University of Lethbridge, I believe it is time for a new chapter. I plan to remain a C3 member for the immediate future to ensure a seamless transition of our financial records to the newly elected treasurer.

Sincerely,

John Eng

C3 Treasurer




COLLEGE CHEMISTRY CANADA LA CHIMIE COLLEGIALE AU CANADA

Auditor's Report

Date: May 6th, 2024


We certify that we have examined the records and accounts and have inspected the investments of the College Chemistry Canada (C3). We find the statements and respective balance sheets to be properly drawn up to reflect a true and correct view of its affairs, according to the information given to us as shown by the records and accounts of the C3 organization for the reporting period, April 1st 2023 to March 31st 2024.




Joe Clifford – Auditor Date: 06-May-24



Kristy Erickson – Auditor Date: May 6, 2024



Jennifer Wolf – Auditor Date: May 6, 2024



John Eng – C3 Treasurer Date: May 6th, 2024



Paula Rooksby – C3 President Date: 6 May 2024