



Youth Science
Foundation Canada

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47th ANNUAL MEETING OF MEMBERS YOUTH SCIENCE FOUNDATION CANADA

Saturday, November 29, 2008, 1pm
YSF Canada Boardroom
1550 Kingston Road, Suite 213
Pickering, Ontario L1V 1C3

1. Opening Remarks

The Chair, A. Garwah welcomed everyone and had everyone introduce themselves either in person or on the telephone.

A. Garwah praised the Host Committee of CWSF 2008 in Ottawa for an extremely successful fair. YSF thanks them for a job well done – top notch fair.

The Host Committee of CWSF 2009 is well underway with preparations, everything looks great and we are excited about heading to Winnipeg.

A. Garwah will chair the meeting; L. Murray will record the minutes.

2. Report of the Scrutineer

R. Barlow, acting as Scrutineer, tabled a report that eight (8) Members were present in person with ninety-five (95) Members represented by proxy for a total of one-hundred & three (103) Members eligible to vote. Three (3) Members joined the meeting on the telephone. Reni reported that this likely represented the largest AGM participation ever (for AGMs not held at the CWSF) and that the necessary quorum of 15 required for conducting the business of the Annual General Meeting was in place.

3. Approval of the Minutes of the 46th Annual General Meeting of Members

The Chair asked if there were any questions about or amendments to the minutes. No changes were forthcoming.

The Chair asked for approval of the following motion:

By C. Charlebois:

THAT THE MINUTES OF THE 46th ANNUAL MEETING OF MEMBERS BE APPROVED AS PRESENTED.

SECONDED: L. Heslop

PASSED: Unanimous

4. Chair, Board of Directors Report

As Chair of the Board I would like to welcome our new members elected at the Special General Meeting in May at the CWSF:

- Returning Board member Elaine Irwin from Ontario
- Amberly Bailey-Romanko from Alberta
- Cliff Coveyduc from Nova Scotia
- Sanjil Shah from Ontario

Joining them we have:

- Carole Charlebois from Québec
- Marilyn Webster from Nova Scotia
- Farhad Seif from Ontario
- Bob Grant from Alberta
- Lorne Heslop from Ontario

As a national organization, Youth Science Foundation Canada has increased its visibility and recognition in the science community, as well as with sponsors and educators eager to support Youth and Science.

Much has been accomplished since May 2008; the Board of Directors has:

- revised the mission and the vision of our organization which will soon be posted on our website;
- set-up a strategic plan revolving around Marketing, Service delivery and Organizational Management;
- established a priority to connect with members and clients;
- proposed a name change that will better reflect our new reality;
- drafted new policies dealing with our mission.

The Board is looking forward to meeting these new challenges that will enable us to fulfill our mission.

I would like to express my gratitude to the Directors for their commitment and dedication and to each member and client of our great national organization for your support and participation in today's annual general meeting.

I would also like to take this opportunity to thank our Executive Director Reni Barlow, his assistant Lori Murray and other support staff for maintaining the standard of excellence that has come to be expected by all.

5. Executive Director's Report

2008 was a very successful year, with the exception of the deficit, which is the result of fundraising missing expectations by about \$67,000, expenses exceeding projections and some additional expenses associated with the move in to the office. Despite the deficit, the organization is in an excellent cash position.

Preparations for CWSF 2009 are well underway and a successful planning session and site visit was conducted from November 18-23rd. This included a media event at the Manitoba legislature, signing of the Host Agreement and comprehensive visits to the venues, which are now finalized and booked. The event budget has been adjusted to more closely reflect actual and projected fundraising revenue.

Plans for CWSF 2010 are also proceeding well and it is anticipated that the Host Agreement will be signed in the next week.

Team Canada-ISEF continues to benefit from increased awareness at the CWSF and amongst CWSF alumni. With two weeks remaining before the application deadline, there are 54 applicants with 48 projects from 9 provinces and 30 regions. The Team Canada Selection Panel, supplemented by Team Canada and ISEF alumni, will conduct a short listing process from Dec 16-24 to narrow the field of applicants to approximately 32 candidates.

The Chair welcomed Andrew Taylor from Wood Buffalo Region who arrived for the AGM.

6. Financial Report

Secretary/Treasurer, Sanjil Shah presented a report (by telephone) on the audited financial statements:

- Deloitte & Touche (D&T) audited the financial statements prepared by management
- The Board received and reviewed the draft financial statements on October 15:
 - D&T provided an unqualified audit opinion on the financial statements
 - D&T provided an audit report and made three recommendations that were consistent with the prior year and related to a lack of segregation of duties at the management level due to the small size of the organization
 - D&T expressed their appreciation for management and the overall audit process
- Financial statements:
 - Statement of financial position:
 - Cash balance exceeds \$3M due to funding from Government of Ontario – note that the funding has been recorded as deferred revenue (note 7) and will be recognized as revenue as used
 - No other significant changes
 - Statement of operations:
 - Revenues have decreased by 95K in 2008 from 1.845M in 2007 to 1.750M in 2008 – fundraising 67K less than expected
 - Expenses have increased by 55K in 2008 from 1.940M in 2007 to 1.995M in 2008 – expenses higher than budgeted, also some one-time expenses due to move into new office
 - The combined impact of decreasing revenues and increasing expenses resulted in a deficiency of 245K (compared to a deficiency of 95K in 2007)

- The operating budget for 2009 is currently being prepared by management for presentation to the Board

S. Shah made the following motion:

THAT THE AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2008 BE ACCEPTED.

SECONDED: F. Seif
PASSED: Unanimous

7. **Appointment of Auditors**

S. Shah noted that Management and the Board are pleased with the auditors and recommend that Deloitte & Touche be reappointed auditors for 2009.

S. Shah made the following motion:

THAT THE FIRM OF DELOITTE & TOUCHE LLP BE REAPPOINTED AS AUDITOR FOR THE 2009 FISCAL YEAR.

SECONDED: P. Leigh
PASSED: Unanimous

8. **MOTION – Name Change**

A. Garwah noted that the process of changing the corporate name has been an excellent opportunity for the Board to connect with Members.

C. Charlebois made the following motion:

THAT ARTICLE 1, SECTION 1 OF THE CONSTITUTION BE AMENDED TO READ:

“THE NAME OF THE CORPORATION IS “YOUTH SCIENCE CANADA / SCIENCES JEUNESSE CANADA.”

AND THAT THE BYLAW AND OTHER DOCUMENTS OF THE ORGANIZATION BE AMENDED AS REQUIRED TO REFLECT THE CHANGE OF NAME.

SECONDED: L. Heslop
PASSED: 90 – “Yes” Proxies
9 – “Yes” votes in person
Total of 99 in favour.

5 – “No” Proxies
Total of 5 opposed

9. **Adjournment**

L. Heslop made the following motion:

THAT THE 47TH ANNUAL GENERAL MEETING OF MEMBERS BE
ADJOURNED.

PASSED: Unanimous

The meeting was adjourned at 1:24pm.