

## MINUTES

### ITEM

#### **Meeting called to order by Chapter President Dana Higgins, PMP**

- Welcome to all attendees, and appreciation given to the availability of technology which has allowed us to stay connected over the past year.
- Acknowledge of Coast Salish lands where this meeting would have been held.
- Statement regarding Equity, Diversity and Inclusion.
- Thank you to the 2020-21 Board Members, and to Kelly Furey behind the scenes tonight with the Zoom details.

Confirmation of Quorum of Members: 47 members present at 6:05 (51 members present at 6:30)

Motion to pass Agenda made by Jose Vargas, seconded by Gail Pickard. No discussion. 38 of 44 in favour, 3 abstain. Motion carried.

Motion to pass 2020 AGM minutes made by Jennifer Wah, seconded by Ryan Williams. No discussion. 33 of 45 in favour, 6 abstained. Motion carried.

### President's Report

#### Highlights:

- Virtual Year
- Sponsorship and partnerships have continued to support us: addon creative, bananatag, graphically speaking, images studio, xxx, xxx
- 370 current member total
- Wave Awards are upcoming and lots of wonderful communicators have been recognized with their nominations
- IABC Pen Pals program very successful and some wonderful interactions as a result of the initiative
- Celebrate a Communicator offered opportunities to give shout-outs to peers in the communications field
- Certification Exam was held in January and will be held again soon.
- Paired mentoring program was held this year, for the first time in a while
- Great showing from BC for Gold Quill Awards this year (from IABC) and winners will be recognized at the upcoming Wave Award celebrations
- Marketing and Communications very busy and we've added some new volunteer roles as video editors
- Thank you to our membership for engagement, support, volunteer efforts, feedback over the past year.

#### **Bylaw amendment presented:**

- *Current bylaw:*

#### **Article 11 Finance, Section 6. Audits**

The accounts of IABC/BC shall be **audited** not less than annually by an independent Certified Public Accountant, approved by the Executive Board, who shall provide a report to the Executive Board and the membership (available at the annual general

meeting).

- *New bylaw:*

**Article 11 Finance, Section 6. Reviews**

The accounts of IABC/BC shall be **reviewed** not less than annually by an independent Certified Public Accountant, approved by the Executive Board, who shall provide a report to the Executive Board and the membership (available at the annual general meeting).

Motion to approve the bylaw amendment made by Ryan Williams, seconded by John Almond. No discussion. 40 in favour, 5 abstained votes. Motion passed.

**Financial Report**

Highlights:

- See attached.

**Q&A**

- We've written off the \$4k. Have we reset the process to avoid this happening again, or will using Quickbooks resolve this? Yes, Quickbooks can be viewed at any time rather than waiting for monthly statements, so errors can be caught right away.

Motion to accept 2019/20 Financial Statements made by John Corry, seconded by Clay Adams. 42 in favour and 3 abstained. Motion carried.

Thank you to the 2020/21 Directors for keeping expenses down despite not knowing what the year would look like. Thanks also to the past board members who initiated digitizing our financial processes and helping to streamline things.

**Dana Higgins introduced incoming President, Jose Vargas**

2021-22 Board of Directors slate presented:

- Carmen Wright, Vice President
- Dana Higgins, Past President
- Juli Holloway, Director – Finance
- Naseam Ahmadi, Director – Membership
- Sonia Bhatia – Events
- Nicole Keay – Events
- Dana Helgason – MarComm
- Rosabel Bong – MarComm
- Ram Chungh – Sponsorship and Partnership
- Aditi Ghosh, Volunteer Services
- Karen Johnson (KJ) – Career Development
- Maycko Macapugas, Student and New Communicators
- Scott Parker, Awards
- Jessica Purver, Special Interest Groups

Motion to accept made by Rebecca Connop-Price, seconded by Jennifer Wah. No discussion. 39 in favour, 1 abstained vote. Motion is carried.



Congratulations to the 2021/22 IABC/BC Board Slate!

**Incoming President's remarks by José Vargas:**

**Highlights**

- Hats off to health care communicators
- We enter a new era in September as we move forward through this world of discourse.
- Huge recognition to Dana Higgins and Adam Brayford for their leadership through this difficult time in history!

**40th timeline launch:**

**Highlights:**

- 2020 was IABC/BC's 40<sup>th</sup> Anniversary.
- Gail Pickard ABC and committee put together a 40<sup>th</sup> Anniversary Timeline, which is available to all of us on tonight's website launch! Link will be posted in the chat.
- Committee of Gail Pickard, Jennifer Wah, John Almond and Gary Carr
- Our lead sponsor is Graphically Speaking for this project – half of the cost, and all of the effort to build the site. Invisionation Photography's Vincent Chan provided all the images. Both are long-term sponsors.
- The timeline has been built as a legacy to the Chapter. Members have submitted memories, photos, etc. There's more to come, with a page for each decade. Content is still welcome! Especially looking for content from the 80s.
- The idea is that the Chapter can continue to add on as a permanent record of major milestones for IABC/BC.

**Closing remarks**

- Thank you to everyone for coming tonight; we are over time, if you need to exit, thank you for your time!
- Thank you to our group who put this presentation together for this evening.
- It's been a tough year and it's been a great group to be a part of, working together to figure things out despite our experiences all being different throughout the pandemic. When we come back together, hopefully in the fall, it will be with renewed commitment to work together and support each other.
- Thank you to our 2020/21 board and especially to outgoing past president Adam Brayford for support and leadership, and to Jose and Carmen for stepping up into their new leadership positions.

Motion to adjourn the meeting made by Adam Brayford, seconded by Christopher Friemond.  
25 in favour and 1 abstained vote.  
Meeting Adjourned at 7:39PM.

Everyone is welcome to stay for a group screen shot and networking.

**PROPOSED BOARD SLATE FOR 2021-22**



## EXECUTIVE BOARD

ROLE	VOLUNTEER	TITLE	ORGANIZATION	NEW IN 2021 VS CONTINUING
President	<a href="#">José Vargas</a> (he/him)	Senior Market Manager	TELUS Health	Continuing
Vice President	<a href="#">Carmen Wright</a> (she/her)	Communications Consultant	Carmen Wright Communication + Design	New role, continuing on board
Past President	<a href="#">Dana Higgins, PMP</a> (she/her)	Associate Director, Community Engagement & Partnerships	SFU Beedie School of Business	Continuing
Executive Administrator	TBC			
Director, Finance	<a href="#">Juli Holloway, SCMP</a> (she/her)	Director of Communications and Engagement	BC First Nations Justice Council	New

## DIRECTORS

Director, Award Programs	<a href="#">Scott Parker</a> (he/him)	Communications Specialist	BestBuy Canada	Continuing
Director, Career Development	<a href="#">Karen Johnston</a> (she/her)	Director of Communications	IC Thrive	Continuing
Co-Director, Events	<a href="#">Sonia Bahtia</a> (she/her)	Advisor, Equity, Diversity and Inclusion	Langara College	New
Co-Director, Events	<a href="#">Nicole Keay</a> (she/her)	Communications Manager	TELUS	New
Co-Director, Marketing & Communications	<a href="#">Rosabel Bong</a> (she/her)	Communications and Marketing Specialist	Beta Innovation Canada	New
Co-Director, Marketing & Communications	<a href="#">Dana Helgason</a> (she/her)	Communications Manager	TELUS	Continuing
Director, Membership	<a href="#">Naseem Ahmadi</a> (she/her)	Senior Consultant	Earnscliffe Strategy Group	New
Director, Special Interest Groups (SIGs)	<a href="#">Jessica Purver</a> (she/her)	Communications Officer	St. Paul's Foundation	Continuing
Director, Sponsorships & Partnerships	<a href="#">Ram Chungh</a> (she/her)	Senior Communications Advisor, Issues Management and Media	Port of Vancouver	Continuing

**ANNUAL GENERAL MEETING**  
**6:00pm, Monday June 14, 2021**  
Virtual Meeting via Zoom



International Association  
of Business Communicators  
British Columbia

Relations				
Director, Student Development	<a href="#"><u>Maycko Macapugas</u></a> (he/they)	Engagement, Events and Special Projects Lead	SFU's Coast Capital Savings Venture Connection	New
Director, Volunteer Services	<a href="#"><u>Aditi Ghosh</u></a> (she/her)	Manager, Internal Communications	UBC	New