

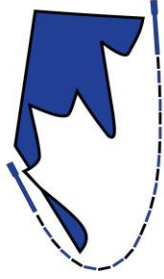


Rope Skipping
Alberta



**ROPE SKIPPING ALBERTA
2019 ANNUAL GENERAL MEETING PACKAGE**

**Annual General Meeting
Saturday, April 6, 2019
7:30 pm
Grimshaw, Alberta**



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CONTACT US:

Questions or concerns regarding the Annual General Meeting, registration processes, or the submission of proxy forms may be addressed to the Rope Skipping Alberta (RSA) by contacting Tannis Coen, Interim RSA Chair, at ropeskippingalberta.board@gmail.com.



NOTICE OF MEETING

2019 ANNUAL GENERAL MEETING

DATE: Saturday, April 6, 2019
LOCATION: 4412 50 Street
Grimshaw, AB
TIME: 7:30 p.m.

Registration of delegates and proxies will commence at 7:00 p.m.

AGENDA

1. Opening remarks and call to order
2. Approval of the agenda
3. Approval of the minutes of the previous Annual General Meeting
4. Receipt of the reports of the Board of Directors
5. Approval of the audited financial statements
6. Appointment of auditors
7. Approval of the decisions of the Board of Directors
8. Elections of members of the Board of Directors
9. Consideration of matters specified in the notice of meeting
10. Closing remarks
11. Adjournment



PROXY VOTING FORM

2019 ANNUAL GENERAL MEETING

FOR EACH VOTING MEMBER UNABLE TO ATTEND THE 2019 ANNUAL GENERAL MEETING, PLEASE COMPLETE ONE PROXY FORM.

In accordance with Bylaw 9.8, each member eligible to vote at a meeting of members may appoint a proxy holder to attend, and act, as the member's representative at the meeting in the manner, and to the extent, authorized by the proxy. A proxy holder must be a member who is eligible to vote. No voting member may hold more than three proxy votes. Absentee voting is not permitted.

In accordance with Bylaw 9.9, proxies must be submitted prior to the Annual General Meeting being called to order. The process for executing proxy voting is approved by the Board of Directors and communicated to the membership in the Notice of Meeting.

PLEASE PRINT:

_____ (eligible voting member) hereby appoints:

Delegate Name: _____

Delegate Club: _____

As its proxy to attend, act and vote for and their behalf at the Annual General Meeting to be held on April 6, 2019, and at any adjournment thereof.

Signature of Member

Club of Member

Date



ELECTION OF DIRECTORS

2019 ANNUAL GENERAL MEETING

In accordance with Bylaw 3.5, the Board of Directors shall consist of no less than five voting Directors and no more than nine voting Directors. Rope Skipping Canada Representatives are ex-officio Directors. The Board of Directors will include the following:

The following positions will be elected for two-year terms:

- Vice Chair (elected in odd-numbered years);
- Secretary (elected in odd-numbered years);
- Up to two Directors-at-Large (elected in odd-numbered years)
- Rope Skipping Canada Representative (elected in odd-numbered years)

The following positions will be available for election in the subsequent year, and will be completing their term in the 2019 year:

- Chair (elected in even-numbered years);
- Treasurer (elected in even-numbered years);
- Vice Chair (elected in even-numbered years);
- Secretary (elected in even-numbered years);
- Up to two Directors-at-Large (elected in even-numbered years)

All elected Directors will be considered to have been elected for their first term in their current position.

Nominations may be submitted to the Board of Directors through the Nomination Form to be submitted by March 30, 2019 to ropeskippingalberta.board@gmail.com. Nominations will be accepted from the floor at the 2019 Annual General Meeting.

Eligibility to Serve on the Board of Directors

In accordance with Bylaws 3.1, 3.2, and 3.3, during elections held at the Annual General Meetings, any member may nominate any eligible member in good standing for Director as long as; the individual has consented in advance, in writing, or is present at the Annual General Meeting to accept such nomination; and meets all other eligibility criteria. The consent must specify the position, be dated up to twenty-one days before the Annual General Meeting, and contain the original signature of the member being nominated.

All Directors shall be of legal age of majority. Directors are not required to be members of the Association. However, any Director not holding an RSC Membership will not be covered by Rope Skipping Canada insurance, or any future Rope Skipping Alberta insurance.

A person appointed or elected a Director becomes a Director if he/she is present at the meeting when being appointed or elected and consented to the nomination or appointment, or if the person who is appointed or elected provided signed consent prior to the nomination or appointment for the position being nominated if not present at the meeting.

Term of Office

In accordance with Bylaw 3.4, new Directors shall take office immediately following the Annual General Meeting. The term of office for all elected Directors is two years, except for those positions identified as a one-year term as a component of the transition.

Duties and Powers of Officers

Chair: The Chair shall be an ex-officio member of all Board committees. He/she shall, when present, preside at all meetings of the Board of Directors, Executive Committee, Special Meetings, and Annual General Meetings. In his/her absence, a Vice Chair shall preside at any such meetings.

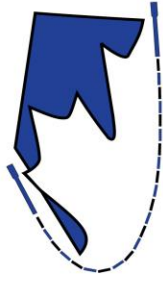
Vice Chair: In the absence of the Chair, a Vice Chair shall act as the chair of meetings of the Board of Directors, Executive Committee, Special Meetings, and Annual General Meetings. In the absence of the Chair and Vice Chair, an alternate Officer may be appointed to preside.

Secretary: It shall be the duty of the Secretary to oversee the keeping of accurate minutes of the meetings of the Annual General Meeting, Special Meetings, Board of Directors Meetings, and Executive Committee Meetings. In case of the absence of the Secretary, his/her duties shall be discharged to another Officer appointed by the Board. The Secretary shall also ensure that all regulatory files are made in accordance with deadlines. The Secretary is responsible for maintaining all minutes, records, policies, and files of the Association.

Treasurer: The Treasurer shall oversee all financial matters related to the Association. He/she shall present a detailed account of receipts and disbursements to the Board whenever requested and shall prepare audited financial statements of the Association for approval at the Annual General Meeting, and submit approved financial statements and records to the Secretary.

Director at Large: The Directors at Large are accountable for Rope Skipping Alberta's performance in realizing its missions and achieving its goals, and for the effective stewardship of financial and human resources, and for the overall quality of supports to its members.

Rope Skipping Canada Representative: The Rope Skipping Canada Representative will be responsible for providing; Timely, accurate, and concise communications from the Rope Skipping Canada Board of Directors to the Rope Skipping Alberta Board of Directors. To communicate the needs of Rope Skipping Alberta to Rope Skipping Canada.



NOMINATION FORM

2019 ANNUAL GENERAL MEETING

Submission Deadline: March 30, 2019

In accordance with Bylaw 3.4, during elections held at the Annual General Meetings, any member may nominate any eligible member in good standing for Director as long as the individual has consented in advance in writing or is present at the Annual General Meeting to accept such nomination, and meets all other eligibility criteria. The consent must specify the position, be dated up to twenty-one days before the Annual General Meeting, and contain the original signature of the member being nominated.

Nominee: _____

Club Affiliation (if applicable): _____

Position(s) of Interest:

Vice Chair; 2 year term

Secretary; 2 year term

Director at Large; 2 year term

Rope Skipping Canada Representative; 2 year term

Nominated by: _____

Acceptance of Nomination (Signature): _____

Nominee Signature Date: _____

Nominees may submit a brief biography and photograph to the Chair of the Nominating Committee using the Candidate Information Form. This biography will be shared at the Annual General Meeting in the event of an election.

Completed nomination forms can be sent to the Chair of the Nominating Committee by March 30, 2019 to ropeskippingalberta.board@gmail.com.

Nomination forms will also be accepted during delegate registration or from the floor at the Annual General Meeting.



CANDIDATE INFORMATION FORM

2019 ANNUAL GENERAL MEETING

Submission Deadline: March 30, 2019

Name of Candidate:

Club Affiliation (if applicable):

Years Involved in Rope Skipping:

Relevant Experience:

Relevant Skills:

Statement from candidate (100 words maximum) including candidate's goals and vision for Rope Skipping Alberta:

Positions of Interest:

Vice Chair; 2 year term

Secretary; 2 year term

Director at Large; 2 year term

Rope Skipping Canada Representative; 2 year term

**MINUTES OF THE
2018 ANNUAL GENERAL MEETING**
PENDING MEMBERSHIP APPROVAL

ROPE SKIPPING ALBERTA ANNUAL GENERAL MEETING

Saturday, April 7, 2018
Bailey Theater
5041 50 Street, Camrose, Alberta
7:00 p.m.



MINUTES

Pending Approval by the Membership

In Attendance:

Directors: Denise Fisher, President & Secretary; Tannis Coen, Vice President; Andrea Carlson, Treasurer; Ché Borden, Director; Olivia Beaudreau, Director; Ilona Reef, Director

Members: Randy Coen, Rod Coen, Tannis Coen, Mellsia Burt, Heather Sokolowski, Dianne Wearden, Sarah Parke, Alice Bourbeau, Skye Christians, Carolyn Landry, Danielle Lavoie, Renée Marchildon, Darren Ballingall, Yolanda Ballingall, Tammy Ellis-Toddington, Tanya Faulkner, Amy Kociszewski, Tytus Kociszewski, Heather Lucas,

Erin Permann, Tara Sziva, Allison Thrasher, Laura Jordan, Tammy Seppala, Carley Angelstad, Myles Bogstie, Kari Fenrich, Jodi Harrison, Tara Morrow, Crystal Rasmussen, Tina Budinski, Agatha Lesage, Autumn Nesdoly, Angela Fox, Jeff Fox, Erin Gillespie, Jana Hamilton,

Jim Hamilton, Nicole Michaud, Dena Caillou, Karen Luger, Rebecca Luger, Tyrel Gibson, Nicola Eleniak, Kyla Graham, Jackie Lega, Amy Cornett, Julianna Bourne, Kimberly Ho, Jayne Starr, Allison Chow, Alana Findlay, Joanne Pennington, Alice Luk, Tara Pickering, Tara Wiens,

Observers: Reid Lucas, Denise Olson

1. Opening Remarks & Call to Order

As President, Denise Fisher welcomed everyone to the meeting. She reminded delegates that the new bylaws are in effect. Denise advised that votes shall be determined by a show of hands unless a secret ballot is requested by the Chair or by at least 25% of the members present.

In accordance with Bylaw 9.8, each member eligible to vote at a meeting of members may appoint a proxy holder to attend and act as the member's representative at the meeting in the manner and to the extent authorized by the proxy. A proxy holder must be a member who is eligible to vote. No voting member may hold more than three proxy votes. Absentee voting is not permitted.

In accordance with Bylaw 9.9, proxies must be submitted prior to the Annual General Meeting being called to order. The process for executing proxy voting is approved by the Board of Directors and communicated to the membership in the Notice of Meeting.

As per the Bylaw 9.4.b, quorum constitutes representation by delegates and proxies received in writing from fifteen percent of the members who are eligible to vote. The Rope Skipping Alberta registration system has identified 85 members who are eligible to vote, with quorum being 13 votes being represented in-person or by proxy.

It was confirmed that quorum was achieved with 63 delegates in attendance and 10 proxy votes registered, for a total of 73 votes. It was noted that there were 2 observers present.

The meeting was called to order at 7:08 p.m.

2. Approval of the Agenda

Motion: To approve the agenda of the 2018 Annual General Meeting as presented.

Moved by: Erin Gillespie

Seconded by: Olivia Beaudreau

Motion carried.

Appendix A: 2018 Annual General Meeting Package

3. Approval of Previous Minutes

Minor amendments were made to the minutes of the 2017 Annual General Meeting.

Motion: To approve the minutes of the 2017 Annual General Meeting as amended.

Moved by: Jana Hamilton

Seconded by: Jackie Lega

Motion carried.

Appendix B: 2017 Annual General Meeting minutes as approved

4. Receipt of Reports of the Board of Directors

Denise Fisher presented Rope Skipping Alberta's 2018 Annual Report.

Motion: To approve Rope Skipping Alberta's 2018 Annual Report as presented.

Moved by: Tytus Kociszewski

Seconded by: Dianne Wearden

Motion carried.

Appendix C: 2018 Annual Report as approved

5. Approval of Audited Financial Statements

As Treasurer, Andrea Carlson presented the audited financial statements for the fiscal year ended December 31, 2017. Copies of the audited financial statements were included within the Annual General Meeting folders for delegates.

Motion: To approve the audited financial statements for the period of April 8, 2017 to December 31, 2017 as presented.

Moved by: Crystal Rasmussen

Seconded by: Erin Gillespie

Motion carried.

Appendix D: Approved Audited Financial Statements for the Fiscal Year Ended December 31, 2017

6. Appointment of Auditors

Motion: To appoint Nicole Michaud and Nicola Eleniak as auditors of Rope Skipping Alberta's financial statements for the fiscal year ending December 31, 2018.

Moved by: Agatha Lesage

Seconded by: Tyrel Gibson

Motion carried.

Abstention: Andrea Carlson

7. Approval of the Decisions of the Board of Directors

Copies of the decisions of the Board of Directors were included within the Annual General Meeting folders for delegates.

Motion: To approve the decisions of the Board of Directors for the period of April 8, 2017 to April 6, 2018.

Moved by: Jana Hamilton

Seconded by: Jodi Harrison

Motion carried.

Appendix E: Decisions of the Board of Directors for 2017-2018

8. Election of Directors

Denise Fisher advised that, in accordance with Bylaw 16.1, to enable a transition from the former version of the bylaws to the version currently filed with Corporate Registry, all members of the Board of Directors will vacate their positions so that elections may occur pursuant to these bylaws.

The following positions will be elected for two-year terms:

- Chair (elected in even-numbered years);
- Vice Chair (elected in even-numbered years);
- Treasurer (elected in even-numbered years);
- Up to two Directors-at-Large (elected in even-numbered years)

The following positions will be elected for a one-year term to facilitate a complete transition in the subsequent year:

- Vice Chair (elected in odd-numbered years);
- Secretary (elected in odd-numbered years);
- Up to two Directors-at-Large (elected in odd-numbered years)
- Rope Skipping Canada Representative (elected in odd-numbered years)

All elected Directors will be considered to have been elected for their first term in their current position.

As per Bylaw 3.4, a majority vote is required to elect all Directors. No Director may be elected by acclamation. If a position is subsequently unfilled at the Annual General Meeting, it will become a casual vacancy.

Jana Hamilton was invited as Nominating Committee Chair to chair the elections portion of the meeting.

Motion: To appoint Erin Gillespie and Erin Permann to act as Tellers for the purpose of all secret ballot votes at the 2018 Annual General Meeting.

Moved by: Tara Morrow

Seconded by: Olivia Beaudreau

Motion carried.

8.1 Chair

Advance nominations received: Denise Fisher Nominations from floor: None

Motion: To elect Denise Fisher as the Chair of Rope Skipping Alberta until the 2020 Annual General Meeting.

Moved by: Andrea Carlson

Seconded by: Sharene Lamson

Motion carried.

8.2 Vice Chair (2 Year Term)

Advance nominations received: Tannis Coen Nominations from floor: None

Motion: To elect Tannis Coen as a Vice Chair of Rope Skipping Alberta until the 2020 Annual General Meeting.

Moved by: Heather Sokolowski

Seconded by: Tyrel Gibson

Motion carried.

8.3 Vice Chair (1 Year Term)

Advance nominations received: None Nominations from floor: Autumn Nездoly

Motion: To elect Autumn Nездoly as a Vice Chair of Rope Skipping Alberta until the 2019 Annual General Meeting.

Moved by: Erin Gillespie

Seconded by: Jodi Harrison

Motion carried.

8.4 Treasurer

Advance nominations received: Andrea Carlson Nominations from floor: None

Motion: To elect Andrea Carlson as the Treasurer of Rope Skipping Alberta until the 2020 Annual General Meeting.

Moved by: Tyrel Gibson

Seconded by: Dianne Wearden

Motion carried.

8.5 Secretary

Advance nominations received: None Nominations from floor: Amy Kociszewski

Motion: To elect Amy Kociszewski as the Secretary of Rope Skipping Alberta until the 2019 Annual General Meeting.

Moved by: Amy Cornett

Seconded by: Jackie Lega

Motion carried.

8.6 Alberta Representative, Rope Skipping Canada

Advance nominations received: Amy Cornett Nominations from floor: Autumn Nездoly nominated by Denise Fisher.

As President, Denise Fisher called for the vote to occur by secret ballot.

Secret Ballot Vote: Amy Cornett was elected by secret ballot as the Alberta Representative for Rope Skipping Canada until the 2019 Annual General Meeting.

8.7 Director at Large (2 Years)

Up to 2 Directors at Large may be elected for 2-year terms.

Advance nominations received: Ché Borden Nominations from floor: Tyrel Gibson

Motion: To elect Ché Borden as a Director at Large of Rope Skipping Alberta until the 2020 Annual General Meeting.

Moved by: Andrea Carlson

Seconded by: Olivia Beaudreau

Motion carried.

Motion: To elect Tyrel Gibson as a Director at Large of Rope Skipping Alberta until the 2020 Annual General Meeting.

Moved by: Myles Bogstie

Seconded by: Dianne Wearden

Motion carried.

8.8 Director at Large (1 Year)

Up to 2 Directors at Large may be elected for 1-year terms.

Advance nominations received: Nominations from floor: Christine Chambers (candidacy form received), Alanna Finley, and Dianne Wearden

As President, Denise Fisher called for the vote to occur by secret ballot.

Secret Ballot Vote: Alanna Finley and Dianne Wearden were elected by secret ballot as Directors at Large until the 2019 Annual General Meeting.

8.9 Destruction of Ballots

Motion: That the ballots and tally sheets be retained by the Secretary until July 8, 2018, at which time they are to be destroyed by the Secretary.

Moved by: Tara Morrow

Seconded by: Tyrel Gibson

Motion carried.

The chairing of the meeting was returned to Denise Fisher as President.

9. Adjournment

The meeting was adjourned at 8:40 p.m.