

AGM

Annual General Meeting

CASSELLHOLME

BOARD OF MANAGEMENT MEETING

CASSELLHOLME

Compassionate care for life's journey.

WEDNESDAY MAY 1, 2024

MINUTES

DATE: Wednesday May 1, 2024
LOCATION: Cassellholme Garden Room & ZOOM Meeting
TIME: 5:00 p.m.

Board Members: Mark King - Chair
Chris Mayne - Vice Chair
Peter Chirico
Robert Corriveau
Sherry Culling
Michelle Lahay

Staff: Angie Punnett, Administrator
Billy Brooks, Chief Financial Officer
Dave Smits, Project Manager
Julie Pilkey, Secretary
Shani Giroux, Director of Human Resources

Regrets: Guests: Dean Decaire, BDO
Monique Peters, Family Council

	ITEM	ACTION
A.	CALL TO ORDER	
	<p>RECORDED MEETING</p> <p><i>“Moved by Sherry Culling and seconded by Peter Chirico that the meeting be called to order at 4:57 p.m.”</i></p> <p>Res. #45-24 Carried</p>	
	1. Approval of Agenda	
	<p><i>“Moved by Sherry Culling and seconded by Michelle Lahay that the Agenda for the Annual General Meeting be approved as presented.”</i></p> <p>Res. #46-24 Carried</p>	
	2. Conflict of Interest	
	<p>2.1 Read, sign, and return form to Julie Pilkey prior to the next regular meeting.</p> <p><i>“Moved by Robert Corriveau and seconded by Michelle Lahay that no other members present have declared a conflict of interest.”</i></p> <p>Res.#47-24 Carried</p>	

3. Code of Conduct	
3.1 Read, sign and return form to Julie Pilkey prior to the next regular meeting.	
4. Election of Officers	
➤ Held at the First Meeting of the Year – January 25, 2024	
5. 2023 Financial Statements	
Dean Decaire, BDO Chartered Accountant, presented and reviewed the Cassellholme Financial Statements. <i>“Moved by Robert Corriveau and seconded by Peter Chirico that the 2023 Financial Statements from BDO Canada LLP Chartered Accountants be accepted, acknowledging minor changes.”</i>	
Res. #48-24	Carried
6. Election of 2024 Auditors	
Dean Decaire left the meeting. <i>“Moved by Peter Chirico and seconded by Robert Corriveau that <u>BDO Canada LLP Chartered Accountants</u> be appointed as Cassellholme Auditors for 2024.”</i>	
Res. #49-24	Carried
B. CORRESPONDENCE	
No Correspondence	
C. REQUEST FOR FUTURE AGENDA ITEMS	
No items noted	
D. DATE OF NEXT AGM MEETING	
May 2025 – Annual General Meeting	
E. ADJOURNMENT	
<i>“Moved by Sherry Culling and seconded by Michelle Lahay that the meeting be adjourned at 5:42 p.m.”</i>	
Res. #50-24	Carried

Secretary

Chairman