VIRTUAL MEETING MINUTES (Zoom Platform) October 12, 2022 4:45pm to 6:30pm (ET) Youtube Video Link		
SECTION	**ACTIONS**	**MOTIONS**
1.0	• Opening Remarks and Call to Order: Past President (Dima Cook) • The Past President opened the meeting at 5:03pm and welcomed attendees. • The President (Chris Uchiyama) welcomed attendees and presented housekeeping points, AGM procedures, By-Laws for voting. She noted that the AGM will be recorded.	
2.0	**MOTION:** To approve the Agenda (President) • No amendments.	Sarah King Head moved Jeanie Gartly seconded **MOTION CARRIED**
3.0	**MOTION:** To approve 2021 AGM Meeting Minutes (President) • No questions or requests for amendments	Carolyn van Sligtenhorst, moved Ryan Leary, seconded **MOTION CARRIED**
4.0	**PRESIDENT'S REPORT (CHRIS UCHIYAMA):** • AGM folder contains all annual reports • 2021 marked the celebration of CAAHP's 35th anniversary • 2 grants were received: e.g. Heritage for All (accessibility) • encouraged members to participate in surveys • Recognized ongoing partnering with the National Trust for Canada and ICOMOS CANADA, e.g. Ukrainian Coalition (Theodora Samiotis) • She thanked the Board of Directors, Executive, staff and committee volunteers and executive and 35th Conference bursary sponsors • She noted MOU for the conference and costs for recording sessions • She thanked: o the chapters and especially the establishment of the Atlantic chapter, and provided some updates on the chapters, and the communications coordinator's role in assisting the chapters o the retiring Board Members o Online voters for vacancies (5% increase from previous year) • She highlighted work by all the committees: o Government Liaison Committee's seat on FIRPAC and working on reviving the MOU with PSPC o Corporate Planning's completion of the 5-yr strategic plan o Review of Ethics & Conduct complaints	

	○ The high volume (39) entries for the 2022 Awards, and the increase of the student prize ○ Search for more members to sit on the Equity Diversity Inclusion Task Force ○ The release of the Green Paper ○ The volume of new membership applications • Housekeeping question on receiving the newsletter was posed	
5.0	**TREASURER'S REPORT (MATTHEW FRANCIS)** • All material was online for access by the membership • There were significant increase in memberships • The strategic plan is completed with the assistance of Theodora Samiotis • Financial ability to hire an Executive Director • Sustaining an executive Director is dependent on revenue generation • Bad debt was written off • Three motions were to be tabled for acceptance by the membership. • No questions were asked	
	FINANCIAL STATEMENTS (UNAUDITED): JULY 2021 TO JUNE 2022: Matthew Francis, Treasurer **MOTION:** To accept the July 2021 to June 2022 Unaudited Financial Statement. No questions arose.	Matthew Francis, moved Don Loucks, seconded **MOTION CARRIED**
	RE-APPOINTMENT OF ACCOUNTANT **MOTION:** To approve the re-appointment of the accountant No questions arose	Dima Cook, seconded. **MOTION CARRIED**
	INCREASE OF MEMBERSHIP FEES **MOTION:** Increase of Membership Fees (first in 10 years) • A floating renewal date will begin for all memberships • No more pro-rated fees would apply to save time • Operationally as we are on a rolling, notifications after this meeting, professionals fees would be going up to $390 • Question: Tom Morrison (TM) asked why a cost increase, Answer: To ensure sustainability to meet extra costs • TM supported the increase to hire an ED • Members will receive several notices to renew • A proposal to establish an effective date of approval of fee increase **MOTION AMENDMENT:** To approve fee increase, effective January 1, 2023 (Matthew Francis and Tom Morrison)	Elijah Karlo Sabadlan, seconded **MOTION CARRIED**

6.0	**NEW BUSINESS**	
	2022 CAHP AWARDS 2022: • Craig Wadsworth (CW), co-chair thanked all submissions received • He, with Michael Scott (MS), co-chair, presented the awards with synopses • MS thanked all who submitted and the jury • The communications coordinator prepared many media releases for the awards, which received major attention in the press.	
7.0	**OPEN DISCUSSION:** • The President opened the floor to questions and discussion • TM asked whether there would be a sustainability award • Answer: May be added to the 2023 Awards categories; the SSHRC grant for Quality in Architecture may cover elements of this category; the Small and Lovely category may address some aspects of sustainability criteria • Question: Are there awards for project managers since there are awards for architects? • Answer: MS there may be an opportunity to recognize project management under the documentation category; Dima Cook (DC noted that the awards are for the project and not the individual, therefore only CAHP members are recognized • be one for sustainability. This was discussed this year and may be added to next years' awards	
8.0	**NEXT ANNUAL GENERAL MEETING: OCTOBER 2023** • Proposed to remain virtual and prior to the conference	
9.0	**MOTION:** To adjourn the Annual General Meeting	Erik Hanson moved to adjourn. **MOTION CARRIED, 6:17PM**