



**52nd ANNUAL GENERAL MEETING OF MEMBERS
YOUTH SCIENCE CANADA**

1. Welcome/Opening Remarks

The Chair, Malcolm Butler welcomed everyone to the 52nd Annual General Meeting, including Brian Le, Jamie Parsons, Gorick Ng, Anita Luszzak, Len Reimer, Carole Charlebois, Roland Grand-Maison, Patti Leigh, and Anne-Marie Simard & Arooj Hayat from Greater Vancouver, who joined by conference call.

In the Youth Science Canada offices was Lori Murray.

Malcolm announced that he would be Chairing the meeting today and Lori Murray will record the minutes and act as the Scrutineer.

2. Report of the Scrutineer

Lori Murray, acting as Scrutineer, tabled a report that twenty-one (21) Members were present in person/on the phone with eleven (11) Members represented by proxy for a total of thirty-two (32) Members eligible to vote. Lori reported 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 51st 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 Anita Luszzak:

THAT THE MINUTES OF THE 51st ANNUAL MEETING OF MEMBERS BE APPROVED AS PRESENTED.

2nd: Len Reimer
CARRIED

4. Chair, Board of Director's Report

Hello and welcome once again to everyone on the line and in the office of Youth Science Canada.

Youth Science Canada continues to focus on its key vision of youth engagement in science in Canada. It is the source of the organization's strength and the foundation for its future.

The strength is garnered from the vast team of volunteers across Canada who make sure the opportunities exist for youth throughout Canada, regardless of size or resources. Be it specific events, Regional Fairs, or bringing students to the inspiring event that is the CWSF, volunteers are the backbone of Youth Science Canada and we cannot thank those involved enough. Once again, we saw that in evidence in Lethbridge at the 2013 CWSF. It was a tremendous fair, introducing the new backboard system and elevating the feel of the fair to

a truly professional level. We have many cities lining up to host the fair in future years, building on the success of this and past fairs.

We mentioned last year the desire and commitment to have youth representation on the Board. At the Board elections in Lethbridge, this desire was more than met with the election of not one, but two youth alumni to the Board. Brian Le, who was a one-year appointment in 2012/13, was elected to a three-year term along with Gorick Ng. Both Brian and Gorick have brought a fresh perspective to the Board and their enthusiasm has been welcome. Jamie Parsons also joined the board, bringing his experience as a volunteer and member of the NSFC to the board. Welcome again to all.

As we all know, Youth Science Canada is a big organization with a very small staff – just 2 full-time members and three primary contractors. We are repeatedly grateful to Lori Murray for so much, be it answering questions, organizing activities, or simply being there with her passion and commitment to the organization. Our contractors include Mike Newnham (recently retired from his permanent staff position where he led the development of Smarter Science) and Dominic Tremblay (perhaps best known as the smooth and debonaire emcee at the CWSF award ceremonies) who together deliver SmarterScience/Éducasciences, for teachers of students in both official languages across the country. Liette Philippe from Ottawa is our hard working CWSF Coordinator and CWSF Travel Coordinator. I have had a chance to chat and spend time with each, and their passion and enthusiasm for their work with YSC is truly inspiring.

For over a decade, Youth Science Canada was led by the tireless and creative efforts of Reni Barlow. As we all know, Reni worked tirelessly for the youth of Canada and has helped create the strong and respected body that is Youth Science Canada. As most of you know, Reni has retired – nominally on November 14th, but officially as of today. We cannot sufficiently express our gratitude for all Reni has done. We have invited him to be a guest of YSC at the 2014 CWSF in Windsor and look forward to the opportunity there to thank him properly for all his contributions.

And, as we announced recently, Brad McCabe will be joining YSC as the new Executive Director effective December 9th, 2013. We are excited to welcome Brad on board. He had a chance to meet the staff two weeks ago, and we are all excited to be bringing him on board. Brad brings significant strengths in both fundraising and communication/relations to the board. I know he is very keen to meet the membership face-to-face in Windsor.

The Board of Directors meets regularly by Lync and communicates through the Youth Science Canada hub, as well as exchanging many emails. We do meet in person, particularly in this past year to work through the implementation of the strategic imperatives and the succession planning for the ED. The meeting at the CWSF is the highlight, mainly because it presents us with a chance to meet with the staff, volunteers and participants all together in one place – an energizing reminder of the depth and breadth of commitment to youth that is Youth Science Canada.

There are many committees, documents and decisions that involve the Board, particularly this past year. I wish to thank the Board of Directors, the other Board members are:

- Anita Luszczyk, Vice-Chair from Calgary, Alberta;
- Brian Le from Vancouver, BC;

- Gorick Ng from Cambridge, MA
- Jaymie Matthews, from Vancouver, BC
- Jamie Parsons, from St. John's, Nfld
- Jennifer Gerritsen, Board Secretary, from Calgary, Alberta
- Len Reimer from near Vancouver, BC
- Mayur Gadhia, Treasurer, from Toronto, Ontario

Together, the Board, staff, members, volunteers, teachers and students, we have an exceptional team. Thank you to everyone and may we work together to continue to build an even stronger future.

5. Executive Director's Report

Chair presented Executive Director's Report:

YSC is now one year into the implementation of the Strategic Imperatives, which were recently updated by the Board.

In moving toward the Practical Vision, we have made a number of significant achievements:

1. Succession and Organization Structure
 - Imagine Canada
 - identified a few gaps in policy and procedures
 - new policy developed and deficiencies addressed
 - accreditation announced by Imagine Canada on June 18
2. Revenue Growth Strategy and Long Term Financial Plan (LTFP)
 - 2013 was a challenging year
 - o sponsorship revenues declined slightly; expenses increased
 - o staff reduction by 1 (Mike Newnham retired in August)
 - BlackBerry partnership confirmed for 2014
 - Microsoft partnership continues
 - LTFP developed as part of strategic plan
 - work with T1 Partnership Marketing intensified
 - o strong prospects in pipeline
3. Alumni Strategy/Roadmap
 - presented first Microsoft Alumni Award at CWSF 2013 to Ben Gulak
 - continue to explore strategies
4. CWSF Roadmap
 - continue to build on YSC's leading role in the event to create a world-class experience for participants, sponsors and host community
 - new CWSF Display System launched in Lethbridge reflects this direction
 - applications received through 2017 - continue to examine rotation options
5. Communication and Brand Strategy
 - CWSF branding/signage updated and energized
 - Web site improvements
 - o Invent the Future and Youth Science Month sites eliminated

- activities to be featured on YSC site in fall and spring
- CWSF site redesigned – launch by January
- Science Fairs site redesigned – launch by January
- update Content Management System to Drupal 7 – by January

6. Smarter Science Roadmap

- transition from startup to sustainability – financial and business process
- new certified trainer structure - revenue from teacher kit sales from YSC
- Agency Agreement signed with Science Fair Foundation BC to be “an official contact” in BC
- workshops and resources streamlined and consolidated
- resource development continues
- controlled growth continues
 - strong activity in BC, AB, ON
 - in discussion with NB, QC, NL

7. Regional/Feeder Strategy Implementation

- regional survey completed and results identify opportunities to enhance YSC brand and services for regional affiliates in 2014:
 - enhance communication/collaboration and timely access to resources through even better use of information technology
 - establish regional fair standards to ensure science fairs are a quality experience
 - explore value of common promotional materials
 - improved services – insurance, including liability & D&O

All in all 2013 was a good year and looking forward to 2014.

Question from Patti Leigh: What is the content management system? Answer: Drupal 7

6. Financial Report

Treasurer, Mayur Gadhia is travelling today so the Chair presented a report on the audited financial statements:

Financial Report

- Deloitte audited the financial statements for the year-end June 30, 2013 prepared by management
- The Board received and reviewed the draft financial statements on October 26
 - Deloitte provided an qualified audit opinion on the financial statements consistent with what many other charitable organization are provided.
 - This is the year of implementation of new accounting standards, so there are three balance sheets this year only (back to two in future years).
 - Deloitte expressed their appreciation for management and the overall audit process
- 2013 financial statements:
 - Statement of financial position:

- Cash balance and investment and investment increase (\$147K to \$379K) is due to the fact that Lethbridge had not yet invoiced for their expenses (buried in Accounts payable)
- Statement of operations:
 - Revenues decreased substantially (\$3.2M to \$2.0M) largely due to expiration of MRI grant
 - Expenses were reduced by approximately \$450K (\$2.8M to \$2.3M) in some compensation.
 - There was a significant redistribution of expenses as a result of the MRI grant expiration (see additional notes)
 - The result is a deficit of \$328K compared to a surplus of \$414K in 2012.
 - Part of a recurring cycle – need to break this.

Appointment of Auditor's

- Management and the Board are pleased with the auditors and recommend that Deloitte be reappointed auditors for FY2014.

Accept FY2013 Financial Statements

The Chair asked for approval of the following motion:

By Jamie Parsons:

THAT THE AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2013 BE ACCEPTED.

2nd: Len Reimer
CARRIED

7. Appointment of Auditors

The Chair asked for approval of the following motion:

By Anita Luszzak:

THAT THE FIRM OF DELOITTE BE REAPPOINTED AS AUDITOR FOR THE 2014 FISCAL YEAR.

2nd: Roland Grand'Maison
CARRIED

Malcolm thanked everyone for joining the AGM today and wished everyone a wonderful holiday season and see you in Windsor CWSF2014.

8. Adjournment

Patti Leigh made the following motion:

THAT THE 52nd ANNUAL GENERAL MEETING OF MEMBERS BE ADJOURNED.

The meeting was adjourned at 10:32am.