

**Northern Saskatchewan Chapter
Canadian Condominium Institute**



PRESENTS:

***Annual General Meeting and Seminar
“Ask the Experts Panel”***

THURSDAY, October 11th, 2018

7:00 pm – 8:30 pm (registration starts at 6:30 pm)

***Community Church of the Nazarene,
3042 Louise Street East, Saskatoon***

Ask The Experts presenters/speakers will be available in the areas of:

Lawyer – Cannabis & other interesting issues (what’s new?)

Accountant – Year End Financials

Insurance Broker – Master and unit policy requirements, coverage & pitfalls

Reserve Fund Study – changes and how come so much money??

Banking & Financing – Earning interest on reserve monies & financing projects

Property Management – is a professional necessary – what are options?

Insurance Remediation Specialist – cleaning up after a water issue and other claim issues.

The panel members will each give a short “interesting story” in their area of expertise – after all case studies/stories are spent we will open floor to general questions from all attendees.

Coffee & Donuts served

Cost: \$ 10.00 each all currently registered NS-CCI members

\$100 for single non-members/**\$120** non-member couples

(\$100 non-member registration cost may be credited to 2017-2018 new membership)

**The Canadian Condominium Institute
Northern Saskatchewan Chapter**

**2018 ANNUAL GENERAL MEETING
AGENDA**

**Place: Community Church of the Nazarene
3042 Louise St. East, Saskatoon, Sk.**

Date: October 11th, 2018 (registration to start at 6:30 pm)

Time: 7:00 PM – 7:30 PM – to be followed by “Ask The Experts” Panel

1. Calling the Meeting to Order by Chairperson & Welcome Remarks
2. Quorum (10% of registered membership) and Proof of Notice of Meeting sent via Summer Newsletter and email blast
3. Motion to Approve October 12th, 2017 AGM Meeting Minutes
4. Remarks from National Executive Council, Jamie Herle (and/or National CCI Chairperson)
5. Report by Treasurer, Melissa Keifer and presentation of Year End Financial Statements as at June 30th, 2018 as prepared by Price Waterhouse and Motion to Approve Year End Financial Statements as at June 30th, 2018 (print copies to be supplied at meeting)
6. Appointment of Accountants for June 30th, 2019 Year End
7. Nomination and Election of Directors (should standing members choose to be re-elected by nomination there will not be any positions available for election this year)
8. New Business – discussion on upcoming NSCCI and National events
9. Adjournment
10. Move to “Ask The Experts” Panel presentation and Q & A

DATED at Saskatoon, Saskatchewan, this 1st day of October, 2018

BY ORDER OF THE BOARD OF DIRECTORS

Donna Singbeil
President

PLEASE NOTE: Immediately after the Annual General Meeting we will proceed to the discussion and Q & A with “Ask the Experts” panel. Present will be Lawyer, Insurance broker, Property Manager, Insurance remediation specialist (company that handles water and other insurance issues) and Reserve Fund specialist. There may be amendments or additions to this list of presentation panelists at the discretion of the NSCCI Board of Directors.

**The Canadian Condominium Institute
Northern Saskatchewan Chapter**

2017 ANNUAL GENERAL MEETING MINUTES - DRAFT

Held at: Community Church of the Nazarene
3042 Louise St. East, Saskatoon, Sk.
Date: October 12th 2017
Time: 7:00 PM

1. The Meeting was called to order at 7:15 pm by Donna Singbeil, President of NS-CCI
2. Welcome remarks by Donna Singbeil on behalf of National Executive Council representative, Jamie Herle.
3. Proof of Notice of Meeting was sent to all members by posting of notice on the Chapter Website and e-mail of meeting package to all currently registered members 20 days prior to the meeting date; required quorum of 10% of registered membership having registered at the door, was met with we have necessary quorum to proceed; (49 member corporations or individuals)
4. Motion to Approve 2016 AGM Meeting Minutes by Hillary Sayed (Progressive); Seconded by Larry Sinnett (Kenderdine Court). Carried by majority show of hands (none opposed);
5. Remarks from National Executive Council CCI President, Doug Forbes, letter read by Donna Singbeil;
6. Year End Financials as prepared by EPR Saskatoon; report provided by Treasurer, Melissa Kiefer. Motion by Melissa Kiefer (Price Waterhouse Coopers) to accept and approve the Year End Financials as of June 30th, 2017, Seconded by Leonard (Regal Terrace). Carried by majority show of hands (none opposed);
7. Appointment of accountant for June 30th, 2018 Year End Review; Motion to appoint EPR Accountants to prepare a Review Engagement, Hillary Sayed (Progressive) Seconded by Doug (Regal Terrace) Carried by majority show of hands (none opposed);
8. Nomination and Election of Directors – 5 member terms have expired. 4 nominations received in advance of meeting: Lynne Nastiuk, Norm Osback, Diana Robstad, and Shirley Silburt; No nominations received from the floor. Motion by Gord Malinowski (Valentino Place) to close nomination and acclaim those as nominated; seconded by Larry Sinnett (Kenderdine Court). Carried by majority show of hands (none opposed); all directors elected for a 3 year term (as per new Bylaws).
9. New Business – short discussion of education programs Condo Strength and Condo 101 on November 18th; Presentation of appreciation to retiring board member Lorne Purdy, accepted by on his behalf by Judy Purdy.
10. Motion to Adjourn by Gord Malinowski at 7:30 pm – Proceed to Seminar “Ask The Experts”

NORTH SASKATCHEWAN CHAPTER CCI

INSTRUMENT OF PROXY

The undersigned member of the Canadian Condominium Institute, hereby appoints _____, if present or failing him/her presence, DONNA SINGBEIL, NS-CCI Board President, as proxy of the undersigned, with power of substitution to attend, vote and act for and on behalf of the undersigned at the Annual General Meeting of the members of the North Saskatchewan Chapter, to be held on the 11th day of October, 2018, at the Community Church of the Nazarene, 3042 Louise Street East, Saskatoon, Sask. Including all adjournments thereof, in respect of all matters which may come before the meeting in the same manner as the undersigned could do if personally present there at, the undersigned hereby agreeing to ratify all which such proxy holder may lawfully do by virtue thereof.

The undersigned hereby revokes all other proxies given.

DATED this _____ day of October, 2018

Signature of Member in Good Standing
(Individual or authorized Director)

Name of Corporate/Condominium member: _____

**Canadian Condominium Institute
North Saskatchewan Chapter**

Financial Statements
(Unaudited – See Notice to Reader)
June 30, 2018

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Canadian Condominium Institute - North Saskatchewan Chapter

Balance Sheet

March 31, 2018

(Unaudited - See Notice to Reader)

	2018 \$	2017 \$
Assets		
Current assets		
Cash	54,572	44,886
Accounts receivable	-	2,430
	<u>54,572</u>	<u>47,316</u>
Liabilities		
Current liabilities		
Accounts payable	688	3,648
Deferred revenue	915	2,735
	<u>1,603</u>	<u>6,383</u>
Net Assets		
Unrestricted net assets	<u>52,969</u>	<u>40,933</u>
	<u>54,572</u>	<u>47,316</u>

Approved by the Board of Directors

_____ Director

_____ Director

Canadian Condominium Institute - North Saskatchewan Chapter

Statement of Earnings

March 31, 2018

(Unaudited - See Notice to Reader)

	2018	2017
	\$	\$
Revenue		
Membership fees		
Condominium corporation	16,540	12,880
Professional	4,000	3,400
Business partnership	1,700	1,800
Individual	450	250
Education		
Condo 100 Course	4,070	-
Seminar	1,520	1,440
Advertising	3,850	5,075
	<u>32,130</u>	<u>24,845</u>
Expenses		
Memberships, dues and subscriptions	8,230	7,199
Professional development	3,866	-
Newsletter distribution	2,929	3,215
Condo 100 Course	2,012	-
Professional fees	935	905
Seminars	909	1,493
Website	663	577
Office supplies	221	714
Interest and bank charges	179	252
Meals and entertainment	150	62
Training	-	271
	<u>20,094</u>	<u>14,688</u>
Net earnings for the year	12,036	10,157
Deficit – Beginning of year	<u>40,933</u>	<u>30,776</u>
Deficit – End of year	<u>52,969</u>	<u>40,933</u>