In Attendance (* indicates voting member):
*Rico Garcia, QUAA President (Chair)
*Kathy Owen, QUAA Director, Alumni Awards
*Revlon Stoddart (Delegate for Aliya Hollingsworth, Toronto Branch President)
*Allan McGavin, QUAA Director, Global Branch Network
*Allison Williams, QUAA Director, Alumni Giving
*Angela Wright, London UK Branch President
*Bruce Miller, Reunion Coordinator
*Colin McLeod, QUAA EVP, Operations
*Edmond Chan, Hong Kong Branch Co-President
*Elena Christopoulos, Southern California Branch President
*Elke Beecken, Germany Branch President
*Fred Siemonsen, Reunion Coordinator
*George Jackson, Alumni Booster Club Representative
*Graeme Matichuk, QUAA Director, Digital Media
*Heather Black, University Councillor
*Jacklyn Lewis, QUAA Director, Special Projects

Regrets:
*Aaryan Chaudhury, QSAA President
*Genevieve Page, Montreal Branch President
*Kimberley Molina, Ottawa Branch President
*Richard Wall, Kingston Branch President
*Jared den Otter, AMS President
*Benji Bercovitch, Varsity Council Representative
*Justine Aman, SGPS President
*Kristine Ramsbottom, NY Branch President
*Lauren Winkler, Queen’s Indigenous Alumni Chapter
Jeremy Mosher, former QUAA President
*Elaine Wu, University Councillor
*Alvin Hew, Singapore Branch President
*Jasmit Kaur, QUAA Director, Young Alumni
*Julia Reid, QUAA Director, Alumni Marketing & Communications
*Julie Rentsch, Portland Branch President
*Karen Bertrand, VP, Advancement
*Lea Trotman, Queen’s Black Alumni Chapter
*Leigh Kalin, AVP, Alumni Relations & Annual Giving
*Lisa Hood, QUAA EVP, Volunteer Recruitment & Recognition
*Lochana Ponnambalam, Reunion Coordinator
*Sue Bates, Giving Society Representative
*Tuba Chishti, QUAA Director, AVS
*Yinka Adegbusi, QUAA Director, Alumni Constituency Groups
*Natalie Shearer, Alumni Relations staff (recorder)
*Megan Divecha, Incoming QSAA President
*Elisabeth White, Incoming Vancouver Branch President
*Sara Franca, Alumni Relations Staff
*Anna Premyslova, Calgary Branch President
*Heather Murdock, Vancouver Branch President
*Principal Patrick Deane

1. Opening Session

   a. Welcome from QUAA President, Rico Garcia

   b. Approval of the 2021 AGM Agenda
Rico asked for a motion that the 2021 Annual General Meeting agenda be approved as submitted. Sue Bates moved, and Lea Trotman seconded, that the agenda be submitted into official record.  

**Carried**

**2. QUAA President’s Report - Appendix B**

Rico provided an overview of the membership of Alumni Assembly, acknowledging each of the volunteer groups represented.

Rico reflected on the mission of the QUAA “To reach out and foster a lifelong association with Queen’s, to engage our members in the life and work of the university, and to serve the alumni community in all its diversity” and the importance of keeping this at the forefront of volunteer work, particularly in light of recent commitments to Equity, Diversity, Inclusion, and Indigenization.

Rico acknowledges that the pandemic has reached its one-year milestone, and the challenges we have all faced in that time. However, he reflects on virtual events that have taken place and the opportunities for connection they have provided. Rico thanks Principal Deane for his leadership during these times.

Rico revisited the Board’s commitments to EDII and updated the group on how those commitments have evolved and been put into action. This includes upcoming virtual AVS programming being planned as multiple events throughout the year. Rico acknowledged the work being done by various groups (Branches, Reunions, Chapters, etc.) to continue advancing EDII and the strategic goals of the university.

Rico reflected on virtual events that took place over the last year, including the first virtual Homecoming and the virtual Teaching Award Reception, where two recipients of the Alumni Award for Excellence in Teaching were recognized – Dr. Holly Ogden and Dr. Anne Petitjean.
Rico closed the presentation by sharing the five current priorities of the QUAA Board:

1. Further advancing Equity, Diversity, Inclusion, and Indigenization efforts
2. The expansion of our Chapters portfolio to create more opportunities for identity-based and special interest-based engagement
3. Doubling efforts to help graduating students with their transition to the workforce
4. Exploring ways to further reach and engage our Graduate alumni, and
5. Fostering a culture of philanthropy among our volunteer leaders

3. **QUAA Financial Reports – Appendix C**

Colin McLeod reviewed the QUAA Financial Reports that were prepared for the 2019-2020 fiscal (May 1, 2019–April 30, 2020) as well as 2020-2021 fiscal. The report summarizes the annual activity in the following three endowed (interest bearing) funds: The Iris Marsh Alumni Expansion Fund; The F. MacRae Speaker’s Fund; and The Alumni Excellence in Teaching Award Fund. The yearly activity in the QUAA Projects Fund account is also documented.

The Iris Marsh Alumni Expansion Fund is an endowed fund which provides funding for QUAA Grants.

Grants issued in 2020:

- $2,000.00 CFRC – 2019 QUAA Grant
- $2,000.00 Queen’s Engineering Society

Grants issued in 2021:

- $500 Queen’s Relay for Life
- $1,000 Kingston Canadian Film Festival
- $300 Queen’s Chess Club

Colin focused more on the 2021 recipients. The grants supported groups as they pivoted to virtual format events and initiatives.

The endowed F. MacRae Speaker’s Fund was established in 1981, the purpose of which is “To assist with the Alumni Speakers Programme—specifically with the expenses of bringing an alumna as speaker, she to be officially known as the Florence MacRae Speaker.”
Colin noted that the F. MacRae Speaker’s Fund has a low closing balance and low disbursement availability. It has not been utilized in many years, due to low funds and the current status of the fund as the Board plans to be more strategic with it going forward. Colin proposes that growing the balance or repurposing it to make it more accessible may be a feasible solution.

The Alumni Excellence in Teaching Award Fund provides $5,000 for the monetary portion of the Teaching Award. Colin acknowledged that this is a well-known award, recognized at the annual gala. Colin outlined that nominations are received and a recommendation is approved by the QUAA Board. In 2020, the recipient was Holly Ogden, from the Faculty of Education. In 2021, the recipient was Anne Petitjean, from the Department of Chemistry. The virtual Teaching Award Reception took place on March 24.

Colin discussed the QUAA Project Fund: Funds continue to be deposited through donations, and eventual endowment is part of the Board’s strategic discussions. In 2020, two donations were made by the Board from this fund to two EDII focused funds at Queen’s: Four Directions and the FHS EDI Fund, each worth $150. These were made in honour of the speakers who participated in the Non-Traditional Experiences Panel that started off AVS.

Colin thanked Allison Williams for putting together a document outlining opportunities for funding through the various QUAA Funds.

Allison Williams mentioned that the QUAA Grant Application Form will soon become available. Members of the alumni community are invited to apply. Applications due October 31st. Allison differentiated the QUAA Project Fund as a different stream of funding to support a special or one-off project that might not qualify for a grant. Allison encourages anybody with questions around this funding to reach out to Natalie Shearer.

Bruce asks if it is possible to endow the QUAA Project Fund, which Rico answers that in order to endow the fund it would need to reach at least $50,000. This fund receives smaller donations, so would likely not reach this threshold.
Rico asked to approve the President Report, Tuba Chishti moved the approval of the President’s Report and Nausheen Sadiq was the seconder.

Rico moved to adopt the Financial Report. Sue Bates moved the adoption of the 2021 Financial Report. Kathy Owen was the seconder.

**Carried**

4. **Introduction of the 2021 - 2022 QUAA Board of Directors**

*Appendix D: 2020 – 2021 QUAA Board of Directors*

*Appendix E: QUAA Board of Directors – Position Overviews and Organizational Chart*

Rico Garcia, Artsci ’13, President QUAA, Chair Board of Directors
Leigh Kalin, Artsci ’92, Ex-Officio, Associate VP (Alumni Relations & Annual Giving)
Colin McLeod, Artsci ’10, Executive VP Operations
Lisa Hood, Artsci ’04, Executive VP Volunteer Recruitment and Recognition
Yinka Adegbusi, Artsci ’13, Director, Alumni Constituency Groups
Tuba Chishti, Artsci ’15, Director, Alumni Volunteer Summit
Jasmit Kaur, Artsci ’17, Director, Young Alumni
Jackie Lewis, Artsci ’11, Director, Special Projects
Allan McGavin, Com ’08, Law ’12, Director, Global Branch Network
Kathy Owen, Artsci ’67, Director, QUAA Awards
Julia Reid, Artsci ’08, Director, Marketing & Communications
Allison Williams, Artsci ’09, Director, Alumni Giving
Irene Wood, Artsci ’79, Director, Reunion Coordinator

Rico shared that the Board will be recruiting for Director Digital Media and thanked Graeme Matichuk, Artsci ’16, for all of his work in that role.

Rico invited Lisa Hood to acknowledge a few more volunteers. Lisa takes time to recognize the following outgoing Assembly members:

- Graeme Matichuk, outgoing Director, Digital Media
- Jared den Otter, outgoing AMS President
- Aaryan Chaudhury, outgoing QSAA President
- Heather Murdock, outgoing Vancouver Branch President
Rico invited Principal Deane to provide an update from the university and congratulates him on the recent ranking of Queen’s by Times Higher Education.

5. **Principal’s Report – University Priorities**

Principal Deane shared a bit about the recent Times Higher Ed announcement and engage in a roundtable discussion, where there was heavy focus on the current Queen’s student experience and what we can expect at Queen’s, moving forward into a “new normal”.

**Other Business:**

The group engaged in informal discussion around their respective portfolios and goals. The question is raised around programming to mentor and support students and alumni right now, and Rico encouraged folks to share any ideas with him and/or Natalie.

6. **Adjourn**

Rico thanks the group for joining and asked for a motion to adjourn the 2021 Annual General Meeting. Allan McGavin moved the motion to adjourn, Heather Murdoch seconded this motion.

**Carried**

**Appendices (for distribution prior to Annual General Meeting)**

A. 2020 Minutes from the AGM of Alumni Assembly  
B. QUAA President’s Report  
C. QUAA Financial Report  
D. 2021-2022 QUAA Board of Directors  
E. QUAA Board of Directors – Position Overviews and Organizational Chart