



QUEEN'S UNIVERSITY ALUMNI ASSOCIATION

Minutes of the Annual General Meeting of Alumni Assembly
Held at the Donald Gordon Conference Centre in Kingston, Ontario
on Saturday, April 6, 2019

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Queen's University Alumni Association Minutes of the 2019 Annual General Meeting of Alumni Assembly

In attendance:

Yinka Adegbusi, President, Queen's Black Alumni Chapter
Scott Anderson, Executive Director, Communications, Marketing, Events and Donor Relations
*David Babin, Executive Vice-President, Volunteer Recruitment and Recognition
*Stephanie Beakbane, President, Toronto Branch
*Elke Beecken, President, Germany Branch
Gage Benyon, VP Giving, QSAA
Karen Bertrand, Vice-Principal (Advancement)
Caroline Breuer
*Edmond Chan, Co Vice-President, Hong Kong Branch
*Tuba Chishti, Director-at-Large, Young Alumni
*Becca Dann, Incoming President, QSAA
Alex Da Silva, Queen's Rector
Kim Day, Alumni Officer, Alumni & Student Engagement
Chauntae De Gannes, Incoming Director Advancement, AMS
Gordon Dowsley, Reunion Coordinator
Alex Fox, Assistant, Volunteer Relations & Reunions
*Keltie Gale, University Councillor
*Rico Garcia, Executive Vice-President, Operations
Asha Gordon, Program Manager, Queen's Black Alumni Chapter
Elizabeth Gorman, Associate Director, Alumni & Student Engagement
*Alvin Hew, President, Singapore Branch
Aliya Hollingsworth, VP Events, Toronto Branch
*Lisa Hood, Director, Alumni Giving
Jarvis Hoult, Kingston Branch
*Janet Hueglin Hartwick, President, Hamilton-Halton Branch
*Leigh Kalin, Acting Associate Vice-Principal, Alumni Relations & Annual Giving
Colleen Kennedy, Reunion Coordinator
Jess Koehn, Alumni Officer, Reunions
*Jacklyn Lewis, President, Calgary Branch
Charlie Lund, Reunion Coordinator
*Graeme Matichuk, Director, Digital Media
*Miguel Martinez, President, AMS
*Allan McGavin, President, Vancouver Branch
*Colin McLeod, Director, Alumni Volunteer Summit
Lorne Milsap
Sue Moellers, University Councillor
Carey Morrison, Alumni Officer, Reunions
*Jeremy Mosher, President QUAA (Chair)
Heather Murdock, Incoming President, Vancouver Branch
Osuyi Omorogbe
Christina Ou, Toronto Branch
Bob Owen, QUAA Past-President
*Kathy Owen, Director, QUAA Awards
*Tim Packulak, President, Kingston Branch
Michael Parsche, University Councillor, Executive Committee
*Auston Pierce, Incoming President, AMS
Amie Pilgrim, Volunteer Club Coordinator
Mirusha Rajendram, Incoming VP Volunteers, QSAA
Gabriela Rappell, Alumni Officer, Alumni & Student Engagement
Sophie Raymond, VP Volunteers, QSAA
*Julia Reid, Director, Marketing and Communications

Peter Reimer, Kingston Branch
Nikki Remillard, Alumni Officer, QUAA (recorder)
*Julie Nixon Rentsch, President, Portland Branch
Karlyn Roberts, Manager, Western Regional Office
Benjamin Seewald, Alumni Officer, Students
Erin Skippon, Assistant, Volunteer Relations & Reunions
Sophia Solomon, Communications Manager, Queen's Black Alumni Chapter
Keshan Surendan, Alumni Relations Manager, AMS
*Danielle Thibodeau, President, London, UK
Krista Thompson, Reunion Coordinator
Kathryn Vilela, Alumni Officer, Reunions
Maryanne Wainman, Alumni Officer, International Programs
Duncan Watkinson, Communications and Advancement Officer, Bader International Study Centre
*Krystyna Williamson, University Councillor
Lee Wetherall, Past-President, Kingston Branch
David Wheeler, Vice-Chair, Canadian Mental Health Association (Oshawa Branch)
*Irene Wood, Director-at-Large, Reunion Coordinator
John Wood
*Elaine Wu, University Councillor
*Nicole Zwiep, President, Boston Branch

Regrets:

*Heather Black, University Councillor
*Arlette Boghoskhan, Director-at-Large, Graduate Alumni
*Elena Christopoulos, President, Southern California Branch
*Rachelle Diedrichsen, Contact, Switzerland Branch
*Claire Duffy, President, QSAA
*Marc El Jichi, Contact, United Arab Emirates Branch
*Winter Fedyk, Contact, Regina Branch
*Grant Gazdig, Contact, Barbados Branch
*Cheryl Johnston, President, Brockville Branch
*Robert Lafreniere, President, Sydney, Australia Branch
*Raili Lakanen, President, Sudbury Branch
*Chad Lue Choy, President, Trinidad
*Luc Matteau, Contact, Peterborough Branch
*Kimberley Molina, President, Ottawa Branch
*Tyler Morrison, President, SGPS
*Kellogg Ngai, Co-President, Hong Kong Branch
*Chris Phillips, Contact, Scotland Branch
*Kristine Ramsbottom, President, New York City Branch
*Mary Reed, President, Arizona Branch
*John Rodway, President, Florida Central Branch
*Saara Romu, President, Seattle Branch
*Adam Shetler, Director, Global Branch Network
*Matthew Towery, President, Atlanta Branch
*Danielle Vanhie, President, London, ON Branch
*Jun-Sug Whang, Contact, Seoul (South Korea) Branch
*Daniel Woolf, Principal and Vice-Chancellor

*(*Indicates voting members of Assembly)*

1. Opening session

Jeremy welcomed and thanked everyone for attending the 2019 Annual General Meeting of Alumni Assembly.

Alumni Assembly is the voting body of the Queen's University Alumni Association.

Members include:

- President or delegate of each Alumni Branch
- President of the Alma Mater Society (AMS), and one (1) additional individual
- President of the Society of Graduate and Professional Students (SGPS) and one (1) additional individual
- President of the Queen's Student Alumni Association (QSAA), and one (1) additional individual
- Representatives from University Council (up to six (6) representatives)
- Representative appointed by Senate (one (1) representative)
- All members of the Queen's University Alumni Association Board of Directors and its Executive Committee
- Principal of Queen's University, or a delegate

Voting members have been identified on their nametags. Non-voting members are invited to stay and welcomed to ask questions.

2. Approval of the 2019 AGM Agenda

Jeremy asked for a motion that the agenda for the 2019 Annual General meeting be approved as submitted.

Moved by Lisa Hood, seconded by Allan McGavin, that the agenda be accepted into the official record.

Carried

3. Approval of the 2018 Minutes for the AGM of Alumni Assembly (*Appendix A*)

Jeremy asked for a motion that the minutes from the 2018 Annual General meeting be approved as submitted.

Moved by Irene Wood, seconded by Tim Packulak, that the minutes from the 2018 AGM be accepted into the official record.

4. QUAA Financial Reports (*Appendix B*)

Jeremy reviewed the QUAA Financial Report that were prepared for the 2017-2018 fiscal (May 1, 2017 – April 30, 2018) as well as a preliminary report for 2018-2019. 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 2018 to:

- **\$2,000.00 Queen's Model Parliament**
Funding to help reduce the cost of conference fees for delegates. (January 23, 2019)
- **\$1,250.00 Vogue Charity Fashion Show**
Funding will subsidize VCFS Alumni Series, and an internal design program. (February 28, March 2, 2019)

There is also a third grant which will appear on the final QUAA financial report for 2018-2019 which is for:

- **\$750.00 Queen's Young Engineering Alumni (QYEA)**
Funding to subsidize the cost for recent graduates, to support paid marketing for the event, and to cover the cost of giveaway prizes for the Welcome Back event. (Tentative: September 12, 2019)

Jeremy noted that the Grants in 2017-18 went towards more alumni-focused activities; in 2018-19, they have gone towards more student-focused activities. Jeremy encouraged Branches to apply for the QUAA Grants – a call for applications will go out in September, the deadline is October 31, 2019.

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."

Jeremy noted that the F. MacRae Speaker's Fund has not been utilized in a number of years, but could be an opportunities for the Queen's Student Alumni Association going forward.

The Alumni Excellence in Teaching Award Fund provides the \$5,000 for the monetary portion of the Teaching Award. Steven Lamontagne, from the Department of Psychology, will be presented with the award at the QUAA Gala Awards Dinner this evening;

The QUAA Projects Fund provides the QUAA Board with discretionary funding. Funds have not yet been used for the 2018 – 2019 fiscal. The closing balance of the fund for the preliminary 2018-19 financial report is **\$15,710.63**.

It was noted that the fund has increased due mainly from donations made from recipients of the QUAA Travel Subsidy.

Jeremy asked for a motion that the QUAA Financial Report be approved as submitted.

Moved by Krystyna Williamson, seconded by Edmond Chan, that the QUAA Financial Report be accepted into the official record.

Carried

5. QUAA President's Report

Jeremy reviewed the slides from the President's Report highlighting the QUAA Award recipients that will be celebrated at the Gala Awards, and introduced the concept of changing the structure of Assembly.

The goal would be to reform Assembly and move towards an inclusive community of hyper-engaged volunteer leaders who collaborate across constituencies. The purpose would be so that this group could then:

- Celebrate and Champion great ideas
- Share best practices and development
- Collect and disseminate information
- Have strategic conversations

Jeremy noted that the QUAA Board of Directors has approved the concept of changing Assembly, and will be striking a Sub-Committee to review (Rico Garcia and David Babin will be Co-Chairing the committee). Members of Assembly are asked to reach out to Board members if they are interested in participating. The goal is to have the Sub-Committee meet with the Board in the fall to present a path forward and have the new structure in place by the 2020 Annual General Meeting.

There was a question about sharing the message broadly as there are a number of volunteer leaders not present. Jeremy commented that he would be sharing the idea of Assembly Reform with as many alumni as possible.

The Sub-Committee will need to determine how best to communicate with Assembly, but currently do engage with members of Assembly through a monthly email. There may be opportunities to conduct conference calls, or share information using new technology (i.e. Slack) or with a corporate calendar (to help share information broadly across the QUAA).

Jeremy noted that Queen's administration is involved and that they are onboard with helping to build. Going forward will be engaging with Faculty Leaders, Athletics and Recreation among other as part of a rollout plan.

Jeremy asked for a motion that the QUAA President's Report be approved as submitted.

Moved by Graeme Matichuk, seconded by Keltie Gale, that the QUAA President's Report be accepted into the official record.

Carried

6. Installation and Introduction of the 2019 - 2020 QUAA Board of Directors

Jeremy thanked all voting members of Assembly who participated in endorsing the 2019 - 2020 QUAA Board of Directors in advance of the AGM.

2019 - 2020 QUAA Board of Directors:

- **Jeremy Mosher** – Volunteer, QUAA President
- **David Babin** – Executive-Vice President, Volunteer Recruitment and Recognition
- **Tuba Chishti** – Director-at-Large, Young Alumni
- **Rico Garcia** - Executive-Vice President, Operations
- **Lisa Hood** – Director, Alumni Giving
- **Graeme Matichuk** – Director, Digital Media
- **Colin McLeod** - Director, Alumni Volunteer Summit
- **Kathy Owen** – Director, Alumni Awards
- **Julia Reid** – Director, Alumni Marketing & Communications
- **Irene Wood** – Director-at-Large, Reunion Coordinator
- **Arlette Boghoskhan** – Director-at-Large, Graduate Alumni (*regrets*)
- **Adam Shetler** – Director, Global Branch Network (*regrets*)
- **Leigh Kalin** – Acting Associate Vice-Principal, Alumni Relations & Annual Giving (Ex-Officio)

7. Adjourn

Adjourned at 11:35am