



MINUTES OF THE 2023 CACEE ANNUAL GENERAL MEETING June 13th, 2023 | 12:00 pm – via Zoom

1. Opening Remarks (Erin Marsden)

- Declaration of Quorum
 - o 12 Proxies and 53 members in attendance. **Quorum Confirmed.**
- Call to Order
 - o **Meeting officially called to order at 12:50 pm EDT** by Erin Marsden after panel presentation, Emerging Technologies in Career Education and Campus Recruitment.

2. Approval of the Agenda (Erin Marsden)

MOTION: To approve the 2023 CACEE Annual General Meeting (AGM) Agenda as presented.

Moved: Allison Benner, University of Victoria

Seconded: Connie Korchak, University of Manitoba

Motion Carried.

3. Approval of the 2022 Minutes (Erin Marsden)

MOTION: To approve the minutes of the 2022 CACEE AGM as presented.

Moved: Brooke Campbell, Enterprise Holdings

Seconded: Allison Benner, University of Victoria

Motion Carried.

4. President's Report (Erin Marsden)

The 2022-23 President's Report was presented. Erin extended her sincere gratitude for the support of the membership, CACEE National Board of Directors CACEE volunteers, and Trevor Buttrum, Executive Director in making 2022-23 a fantastic year.

5. Financial Report (Erin Marsden)

Erin walked members through the financial report for the 2022 fiscal year. There were no questions or comments.

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MOTION: To approve the financial statements for the period of January 1, 2022 to December 31, 2022 as presented.

Moved: Larry Iles, Thompson Rivers University

Seconded: Allison Benner, University of Victoria

Motion Carried.

5. Appointment of the Auditor for 2023 Fiscal Year (Erin Marsden).

MOTION: To appoint Peter Hogg as the Financial Auditor for the 2022 Fiscal Year.

Moved: Christine Barnett, SFU

Seconded: Danielle Jackson, Memorial University

Motion Carried.

6. Bylaws (Catherine Stace)

Catherine walked through the proposed resolutions to amend the CACEE bylaws. There were no questions or comments from the membership. As such, the bylaws were voted upon as an omnibus package.

MOTION: To amend the bylaws of the association as presented.

Moved: Allison Benner, University of Victoria

Seconded: Christine Frigault, Dalhousie University

Motion Carried.

7. Incoming 2023-24 President's Remarks (Frances Humphreys)

Frances shared her vision and goals for 2023-24 focusing on member engagement, programming for employer members, and business development for the association. She extended sincere thanks for the service of departing board members:

- Larry Iles, Thompson Rivers University
- Nayo Gariepy, Amilia

and, officially thanked Erin Marsden for her service as President of the CACEE National Board of Directors in 2022-23.

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8. Introduction of the 2023 – 2024 National Board of Directors (Frances Humphreys)

Frances Humphreys	President, Wilfrid Laurier University
Erin Marsden	Past President, RBC Ventures
Alice Michaud	Director, Conestoga College
Brooke Campbell	Director, Enterprise Holdings
Carmen Burke	Director, Saint Mary’s University
Catherine Stace	Director, Max Bell School of Public Policy – McGill University
Christine Barnett	Director, Simon Fraser University
Danielle Jackson	Director, Memorial University
Jamie Noakes	Director, Thompson Rivers University
Nayelli Perez	Director, Northeastern University Toronto
Nikki Simone	Director, BMO
Susan Sinclair	Director, S.i. Systems
Valerie Ndiweni	Director, School of Continuing Studies – McGill University

9. Executive Director’s Remarks (Trevor Buttrum)

Trevor walked through some of the highlights of his first year serving as CACEE’s Executive Director and expressed his gratitude for having the opportunity to work alongside the National Board, CACEE Volunteers, and the whole of the CACEE community in the journey to making the association they best it can be for its members.

10. Other Business (Frances Humphreys)

There was no new business to be discussed.

11. Adjournment (Frances Humphreys)

- MOTION:** To adjourn the 2023 CACEE AGM at 1:32 pm EDT
- Moved:** Nancy Sammon, Smith School of Business at Queen’s University
- Seconded:** Jan Basso, Wilfrid Laurier University

Motion Carried. Meeting Adjourned.