

Annual General Meeting Minutes
Thursday, March 6, 2025, 6:30 pm via Zoom

Our Mission

To assist in creating a positive environment for the enjoyment of equines. Through our leadership and proactive approach, we promote, facilitate and co-ordinate equestrian-related activities for Alberta.

Our 5-Year Goal

We are Alberta's most respected and trusted equine community with 30,000 members.

1. Call to Order & Establish Quorum

Jason called the meeting to order at 6:34 pm, advised the attendees that the meeting was being recorded, reviewed a few housekeeping tips, and read aloud the AEF Land Acknowledgement.

Board Members in Attendance: Jason Edworthy (President), Sandy Bell (Past President), Jennifer Dimopoulos (Secretary), Brooke Hartwick (Treasurer), Claire Goddard (Individual), Kate Wood (Individual), Louise Caplan (Individual), Edna Kaiser (Individual), and Flo Scherpenisse (Recording Secretary; Non-voting)

Board Members Absent without Notice: Pat Buffalo (Individual), Cailin Kopetski (Individual) and Ally Penic (Individual)

Newly elected Board Members Present: Anne Stone (Individual) and Lindsay Seidel-Wassenaar (Individual)

AEF Office Team Present: Sonia Dantu (Executive Director), Darlene Legge (Office Coordinator), Jessa Arnold (Membership Coordinator), Kenda Lubeck (Communications & Engagement Manager), Karina Fernandes (Sport & Recreation Manager), Johanna Nimchuk (Finance & Support) and Gavin Pearson (Project & Event Coordinator)

AEF Individual Members at large: 15

2. Agenda – Motion to approve – March 6, 2025

Jason confirmed that notice of the AEF AGM meeting was provided in the Winter 2024 issue of Alberta Bits magazine, posted on the AEF website, and emailed to all members via the AEF community e-news, at least 21 (twenty-one) days prior to the AGM. Additionally, Jason advised that quorum has been reached with more than 10 members in good standing in attendance and inquired about any amendments to the agenda. None heard.

MOTION: Johanna Nimchuk moved to approve the March 6, 2025, AGM meeting agenda. Louise Caplan 2nd. 100% in favor. 0% against. 0% abstained. Unanimous. Motion carried.

3. Minutes – Motions to approve.

a. AGM Minutes – March 7, 2024

Jason inquired if there were any corrections or discussion on the March 7, 2024, meeting minutes. None identified.

MOTION: Mary Bell moved to approve the March 7, 2024, AGM meeting minutes.

Karina Fernandes 2nd. 100% in favor. 0% against. 0% abstained. Unanimous. Motion carried.

4. 2024 Annual Report and Financial Statements

a. Overview of Annual Report

Jason provided a brief content overview of 2024 Annual Report as posted on the AEF website and encouraged everyone to read this highly informative document.

b. Overview of Financial Statements

Brooke provided a high-level overview of the AEF's 2024 Financial Statements as documented in the 2024 Annual Report by highlighting the following points:

Revenue:

- 2024 was a strong revenue year largely due to a few key grants received to support programs and athlete development.
- These grants also offset decreases in sport and programs.
- Overall, total revenue in 2024 was approximately \$1.8M, as compared with \$1.6M in 2023.

Expenses:

- 2024 expenses were almost identical to expenses in 2023.
- Some differences were due to an increase in salaries and benefits due to the onboarding of new employees and training.
- There was a decrease in insurance and office administration.

Assets:

- Some of the assets are true, as stated, but some were dependent on when the funds were utilized. An example of this was 2025 Unearned Membership Fees.
- In 2024, there were some technical issues with the membership renewals, but they have since been resolved. These assets have been reconciled in the January 2025 update.
- A decrease was noted in net assets.

Overall, the AEF is confident in its strong financial position as we move into 2025.

MOTION: Jessa Arnold moved to approve the 2024 Annual Report and Financial Statements as posted on the AEF website, as presented and as circulated to the members for online voting.

Alison Douglas 2nd. 128 votes total online and via meeting; 84% in favor. 2% against. 15% abstained. Unanimous. Motion carried.

5. Motion to appoint Audit Firm for 2025

Jason requested that a motion be made to appoint an auditor for the AEF for 2025.

MOTION: Claire Goddard moved that the members of AEF authorize the Board of Directors to select and appoint an auditor for the year ending 2025.

Tara Gamble 2nd. 94% in favor. 0% against. 6% abstain. Motion carried.

6. Special Resolution: 2025 Bylaw Changes

WHEREAS the Governance Committee, chaired by Kate Wood, provided an overview of the 2025 Bylaw Changes that were posted on the AEF website, as presented and as circulated to the members for online voting, has recommended changes to the Alberta Equestrian Federation (AEF) bylaws.

BE IT RESOLVED that the proposed amendments to the AEF bylaws be approved and adopted as a special resolution and as presented, effective immediately.

MOTION: Kate Wood moved that the proposed amendments to the bylaws of the AEF, as presented to the members and included in the meeting materials, be approved and adopted as a special resolution, effective immediately.

Seconded by Mary Bell.

123 votes total online and via meeting; 93% in favor. 1% against. 7% abstained. Unanimous. Motion carried.

7. 2025 Director Election Results

As Co-chair of the Nominations Committee, Claire thanked all nominees who applied to stand for election to the AEF board. Four (4) nominees were put forward by the board to stand for election for three (3) open positions. Online voting closed on February 28, 2025. As such, the following directors have been elected to the Board (results in order of surnames):

- Jennifer Dimopoulos (Secretary)
- Lindsay Seidel-Wassenaar (Individual)
- Anne Stone (Individual)

Congratulations to all AEF's 2025 directors!

MOTION: Louise Caplan moved to accept the 2025 Director election results as presented. Jean Duckering 2nd. 100% in favor. 0% against. 0% abstain. Unanimous. Motion carried.

MOTION: Jessa Arnold moved to destroy the 2025 Director election ballots. Brooke Hartwick 2nd. 100% in favor. 0% against. 0% abstain. Unanimous. carried.

8. Open Floor

a. Other questions/comments

Jason opened the floor to any outstanding questions or comments. The following three (3) questions were noted:

- Question: When will the AEF be getting a new website? Response: Sonia advised that work to reorganize the website menu's is scheduled to be complete in June 2025.
- Question: Is it possible to raise the eligibility age for travel insurance? Response: Sonia advised that AEF has partnered with Navigate Benefit Solutions where members are able to purchase their own travel insurance outside AEF. Questions need to be directed to Navigate Benefit Solutions and their contact information is on the AEF website.
- Question: Was the drop in revenue in sport due to a corresponding drop in membership or competitions? Response: Sonia advised neither. The drop in sport revenue was due to donations received for athlete development and that there was not a significant decrease in sport revenue.

9. Adjournment

Jason thanked all attendees for their time, participation in the 2025 AEF AGM and adjourned the meeting at 7:02 pm.

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