



**Annual General Meeting**  
**Minutes November 2, 2019 12:15pm**  
**Vito's at 2 Peel Plaza Street**  
**Saint John, NB**

**In Attendance:**

**Board Members:** Marianne Janowicz, Terry Leonard, Shelley Swift, Toby Peardon, John Hebert and Maureen O'Hara.

**Regrets:** Krista Kelter and Carrie Totten

**Special Guests:** Jamie Shanks (consultant) and Gina Simpson

**FNB Staff:** Marilyn Georgas, Nathalie Hebert-Paul and Jamie McCain (UNB curriculum student)

**FNB Members:** Michelle Doucette, Hilary Pond, Mélissa Couture-Léger, Anouk Roy, Stephanie Galbraith, Lauren Cummings, Stephane Babineau, Anne Richard, Heather McClinton, Brenda VanSnick, Melanie Landau, Kerrie Hallet, Amanda Lee, Lauren Rogers, Jason Hadland, Nancy Hemphill, Jenny Hendy, David Rose, Susan Lorette, Paul Ward, Leona Laracey, Maryse Bourgeois, Line Marr, Kathy Cornford, Paulette LeBlanc, Aisha Khedheri, Katie Kohler, Shelly Mullin, Tanya Hickey, Shelley Mason, Chad Dunn, Janet Downey, Beverly Melvin, Gloria Reidpath, Lisa Newell and, Stephanie Hines-Peters.

**Others:** Erin Leonard (volunteer) and, Yolande Chiasson (Simultaneous translator)

**Meeting Chair:** Marianne Janowicz (FNB President)

**1. Welcome and Introductions**

A welcome was extended from the FNB ED to the participants and presenters for attending the annual summit. The 2018-19 Board of Directors, and the Membership Coordinator and the curriculum student were introduced and thanked for their work and involvement during the 2018-19 year. Line Marr who oversees the FNB Facebook page was also thanked for volunteering her time and expertise to keep this platform current.

**2. Acknowledgments**

The ED thanked the Province of New Brunswick, The University of New Brunswick Faculty of Kinesiology, UNB URec and, Sport NB for their support both financial and in kind for the 2018-19 year. The businesses and organizations for their Summit contributions and donations were also acknowledged.

**3. Call to order, Quorum**

The FNB President called the meeting called to order at 12:15pm  
Quorum was met according to FNB Bylaw 7.1

**4. Approval of Agenda**

**Motion:** To accept the agenda as circulated to membership.

**Moved by:** John Hebert

**Seconded by:** Toby Lea Peardon

**Motion Carried**

**5. Minutes of 2018 AGM Minutes**

**Motion:** To accept the minutes of last year's AGM meeting (October 27, 2018).

**Moved by:** Jason Hadland

**Seconded by:** Terry Leonard

**Motion Carried**

## 6. Business Arising from minutes

None

## 7. Highlights of the FNB 2018-19 Office and Committee Reports

A summary of the President, Membership Services, Marketing & Communication and Professional Development reports as posted to the membership on the website prior to the AGM were presented.

The highlights included:

- A new pre-approved continuing education credit chart was developed and introduced in July 2019.
- Loss of CSEP Affiliation Program: FNB will no longer be receiving financial support from CSEP to help offer their Atlantic region members professional development opportunities. They will no longer be affiliate members of FNB.
- Website: The updated and revised site was successfully launched July 2019
- Partnerships: FNB collaboration with Horizon Health through the UNB Cellab to develop a specialized certification called "Zoomers on Go". This initiative allowed FNB to become the certification provider for this program that has been running in Saint John for the past few years. A new manual and training program was set up through funding attained by UNB and the hope is that this program will become self sustainable at the end of the UNB study in two years time.
- FNB recognition as a supporter of the N. B. Recreation and Sport Policy Framework: This policy supersedes the 1194 NB Recreation and Sport Policy Framework. The goal is to enhance the lives of all by upholding the fundamental human rights as recognized in the Universal Declaration of Human Rights and the specialized human rights treaties that have followed it, such as the UN Convention of the Rights of the Child and the UN Convention on Persons with Disabilities. For NB it will build relationships needed to ensure that our citizens and communities benefit fully from the system's potential to enhance their quality of life.
- Social Media Policy: With the increased use of social media platforms FNB developed a social media policy to ensure the quality of information posted is accurate, current and relevant to the FNB membership.

See the FNB 2018-19 AGM Report posted on the website for full details.

The President thanked all of the Fitness Leaders in our communities for being great mentors and for promoting health and fitness in their communities.

## 8. Approval of 2018-19 Office and Committee Reports

**Motion:** To approve the 2018-19 President, Office and Committee Reports as posted to membership.

**Moved by:** Jason Hadland

**Seconded by:** Stephanie Galbraith

**Motion Carried**

## 9. Message from Department of Tourism, Heritage and Culture

The DTHC consultant for FNB, Jamie Shanks gave a brief message. He mentioned that his department is striving to provide additional support to break down barriers to participation for underrepresented groups including women and girls, aboriginal youth, persons with a disability and economically disadvantaged. He encourage FNB to engage in this shared objective.

See the FNB 2018-19 AGM Report posted on the website for full details of the DTHC message.

## 10. Presentation and Approval of Financial Report

The FNB Treasurer Shelley Swift reviewed the 2018-19 Financial Report circulated to the membership at the AGM.

**Motion:** To accept the FNB 2018-19 Financial Report as presented.

**Moved by:** Maureen O'Hara

**Seconded by:** Tanya Hickey

**Motion Carried**

See the FNB 2018-19 AGM Report posted on the website for the 2018-19 financial report.

The firm of Shannon & Buffet, LLP Chartered Accountants re-submitted for a five-year term to prepare a full audit for the year ending March 31, 2020 and unaudited financial statements for the years ending March 31, 2021, 2022, 2023 and a full audit for the year ending March 31, 2024.

**Motion:** To accept Shannon Buffet Accounting to prepare full audits and financial statements for the next 5 fiscal years as stated above.

**Moved by:** Paulette LeBlanc

**Seconded by:** Gloria Reidpath

**Motion Carried**

## 11. Presentation of New Continuing Education Credits, and Social Media Policy 2019013A

President reviewed the new Continuing Education Credits (CEC) chart and the updated Social Media Policy 2019013A.

## 12. Election of Officers

**The 2018-19 board of directors (listed below) were thanked for their support and service over the past term.**

Marianne Janowicz: President

Maureen O'Hara: President Elect

Shelley Swift: Treasurer

John Hebert: Director

Krista Kelter: Director

Terry Leonard: Director

Toby Lea Peardon: Director

Carrie Totten: Director

Christine Titus: Director (unable to compete the 2017-19 term as elected)

David Rose: Director (unable to compete the 2018-20 term as elected)

### **Returning Board Members serving year two of the 2018-20 term**

Maureen O'Hara: President

Shelley Swift: Treasurer

Terry Leonard: Director

John Hebert: Director

### **New to the board filling year two of the directorship vacated by David Rose**

Shelley Kadatz: Director

### **Positions Available.**

**5: for the 2019-2021 term**

**Re-offering:** Marianne Janowicz and Carrie Totten

**Nominations received prior to the AGM:** None

**Nominations from the floor:** Gloria Reidpath (nominated by Maureen O'Hara). Accepted by Gloria

**Motion:** To Accept Marianne Janowicz, Carrie Totten and Gloria Reidpath as board members for the 2019-21 term.

**Moved by:** John Hebert

**Seconded by:** David Rose

**Motion:** Carried

### **13. Simpson Leadership Award**

After a very inspiring and heart felt introduction from Maureen O'Hara this award was presented to Jason Hadland by both Maureen and Gina Simpson.

Details of Jason's nomination can be read in the FNB 2019 Annual Report posted on the website.

### **14. Adjournment**

#### **Motion to Adjourn the AGM Meeting**

**Moved by:** Lisa Newell

**Seconded by:** Line Marr

**AGM Meeting adjourned at 1:30pm.**