

**ENVIRONMENTAL HEALTH FOUNDATION
Annual General Meeting - September 05, 2010**

14:30 to 14:45 hours Pacific Time
MacKenzie Room,
Westin Bayshore Hotel (Congress Venue)

APPROVED MINUTES

Item 01: Roll Call

The Trustees participating on-site in the Board Meeting were Klaus Seeger, Len Gallant, Pam Scharfe, Peter Rogers, Ron de Burger, and Tim Roark. Ryan Philipation attended as the representative of Phi Phan.

Duncan Ellison and Jacqueline Schnider joined by Teleconference call.

Apologies were received from Marilyn Lee, Peter Rogers, Phi Phan, Ralph Stanley and Shendra Brisdon (Acting Chair),

Klaus Seeger assumed in the absence of the Acting Vice-Chair, the chair. A quorum was declared present.

Those on-site met from 09:00 to 12:00 in an informal meeting to discuss many Foundation matters which were reported at the Board Meeting.

Item 02: Adoption of Agenda

Klaus Seeger asked if there were any proposed amendments to the Agenda. No amendments were proposed. Tim Roark proposed and Klaus Seeger seconded a motion to adopt the Agenda as set out.

Adopted

Item 03: Minutes of the Meeting of May 03, 2010.

Duncan Ellison reminded participants that the draft Minutes had been reviewed by the Trustees at their November 23, 2009 meeting

No other errors or omissions were proposed. Ryan Philipation proposed and Jacqueline Schnider seconded a motion to approve the Minutes as amended.

Adopted

Item 04: Business Arising

Draft Policy No. 11

Tim Roark reported that this had been reviewed by the Trustees and approved.

Approval of the EHFC Regulations by NEC

Tim Roark announced that he had been advised orally that the Regulations had been approved by NEC and that steps were under way to receive written confirmation of this.

Tim Roark proposed and Ron de Burger proposed a motion to accept these reports.

Accepted

Item 05: Reports

Acting Chairperson's Report to CIPHI

Tim Roark stated that this report to CIPHI had been transmitted to NEC and would be provided at the Annual General Meeting of CIPHI later in the week. He mentioned that it had focused on three items:

- the appointment of NEC representatives,
- the possibility of the creation of the O'Hara Award, and
- the continued financial progress and difficulties of the Foundation.

Ryan Philipation indicated that he would raise the issue of funding to NEC.

Tim Roark proposed and Ron de Burger proposed a motion to accept these reports.

Accepted

Other Reports

Attendees noted that the other reports had been made to and accepted by the Board of Trustees and there was no further need to review them.

Noted

Item 06: New Business

Trade Mark Renewal

Attendees noted that the Board of Trustees had made provision to renew the Trademarks.

Noted

Election of Officers

Attendees elected the following officers:

Chair

Pam Scharfe proposed and Tim Roark seconded a motion to elect Ron de Burger as Chair. There were no other nominations.

Elected

Vice-Chair

Ron de Burger proposed and Len Gallant seconded a motion to elect Pam Scharfe as Vice-Chair. There were no other nominations.

Elected

Treasurer

Len Gallant proposed and Pam Scharfe seconded a motion to elect Tim Roark as Treasurer. There were no other nominations.

Elected

Secretary

Pam Scharfe proposed and Tim Roark seconded a motion to elect Ron de Burger as Chair. There were no other nominations.

Elected

Past Chair

Duncan Ellison proposed and Ryan Philipation seconded a motion to elect Klaus Seeger as Past Chair. There were no other nominations.

Elected

Approval of Signing Officers

Tim Roark reported that at the moment the signing officers include himself, Duncan Ellison, Klaus Seeger and Shendra Brisdon, and any two of these four can sign cheques. At the moment there are signed cheques remaining with his and Klaus's signatures. Duncan Ellison suggested that when these cheques have been exhausted it would be appropriate to provide Ron de Burger with signing authority as Chair of the Board. The participants agreed to this proposal. Tim Roark said he would take steps to arrange for Ron de Burger signature to be on file.

Agreed; Action – Tim Roark

Item 07: Other Business

Next meeting:

Klaus Seeger noted that the next Annual Educational Event was between Sunday, June 26 and Wednesday, June 29, 2011 in Halifax. Arrangements had not been announced by CIPHI for meeting logistics, so he was uncertain when EHFC could hold its AGM, although typically this would be on the Sunday.

Ron de Burger suggested that maybe we could consider Saturday the 25th, although for some of the NEC appointees this could be a problem depending on other obligations.

It was decided to postpone decisions until more information was available regarding the meeting schedules and logistics of the event.

Decided

Questions

There were no other questions.

Item A08 Adjournment

Ron de Burger proposed and Duncan Ellison seconded a motion to adjourn the meeting at 14:45.

Adopted