

**43<sup>rd</sup> ANNUAL MEETING OF MEMBERS**  
**YOUTH SCIENCE FOUNDATION CANADA**  
SATURDAY, NOVEMBER 27, 2007, 1:00 P.M.  
PETRO-CANADA BOARDROOM – MISSISSAUGA, ONTARIO

1. OPENING REMARKS

The president, L. Heslop welcomed everyone and had everyone introduce themselves.

L. Heslop praised the Host Committee of CWSF 2004 in St. John's for a successful fair and commented on the enthusiastic response of the participants.

L. Heslop will chair the meeting; R. Barlow will record the minutes.

2. REPORT OF THE SCRUTINEER

R. Barlow, acting as Scrutineer, tabled a report that eleven (11) Members were present in person and thirteen (13) Members were represented by proxy, including two (2) who joined the meeting on the telephone – a total of twenty-four (24) Members. He reported that this constituted the quorum necessary (15) to conduct the business of the Annual General Meeting.

3. APPROVAL OF THE MINUTES OF THE 42<sup>nd</sup> ANNUAL GENERAL MEETING OF MEMBERS

The Chair asked for approval of the following motion:

THAT THE MINUTES OF THE 42<sup>nd</sup> ANNUAL MEETING OF  
MEMBERS BE APPROVED AS PRESENTED. – CARRIED

4. PRESIDENT'S REPORT

L. Heslop expressed his thanks for the work and support of the Board and the Management Committee and noted the professionalism and excellence of the NSFC and NJAC. He noted that considerable work has been done with YSF's new business partner, Redefinery and Disruptor both leading up to and following the CWSF, to review and strengthen strategic direction. In addition, the Board has undertaken a review of its approach to governance, primarily to clarify the role of the Board and the Executive Director, and is in the midst of a workshop on the Policy Governance model, developed by John Carver.

5. EXECUTIVE DIRECTOR'S REPORT

R. Barlow indicated that YSF is heading in the direction of becoming the leading national science and technology resource for young scientists in grade 7-12 and the adults who support them. Work has been underway since the CWSF on restructuring and redesigning the YSF web site, to reflect a shift toward this broader mandate. It includes a new national network to connect youth with youth and YSF with representatives in schools who can help disseminate information to

their peers and teachers. Content agreements with other organizations will provide additional value to the site. The new site will be launched on January 3<sup>rd</sup>.

YSF is looking at possible promotions connected with Youth Science Month including a national poster highlighting youth science and science fairs to be mailed to grade 7-12 schools across the country. YSF has been represented at several conferences, including the Science and Technology Awareness Network and is working to build links to other organizations, such as Shad Valley, Let's Talk Science and Actua. YSF will likely have 6 new regions this year, increasing science fair coverage across the country.

A successful meeting with the CWSF 2005 was held in September and another involving the NSFC and NJAC on the weekend preceding this meeting.

He encouraged people to log into the new web site early in January.

## 6. FINANCIAL REPORT

T. Lee (Treasurer) presented the financial statements for the year ended June 30, 2004, which were approved by the Board on October 16, 2004. He noted that the statements had received an unqualified opinion from the auditor, PricewaterhouseCoopers LLP, meaning that the statements present fairly, in all material respects, the financial position of YSF in accordance with Canadian generally accepted accounting principles.

He noted that the statement of financial position breaks down the unrestricted assets into those for the Equalized Travel Plan and other unrestricted funds. T. Lee reviewed Note 8 describing the travel plan and reported that each region received a credit of \$100 per CWSF 2003 participant in 2004 and will receive a credit of \$100 per CWSF 2004 participant in 2005.

The excess of revenue over expenses of \$15,783 reflects an expected result, given the various changes and indicates that YSF is essentially break-even for the year – definitely better than a deficit position.

Note 9 highlights several significant changes, including the conclusion of the relationship with The Platform Group Inc. and work initiated with Redefinery and Disruptor. He suggested that these actions, combined with the hiring of Reni Barlow as Executive Director, improve the financial prospects for 2005.

A. Garwah made the following motion:

THAT THE AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2004 BE ACCEPTED – CARRIED

## 7. APPOINTMENT OF AUDITORS

T. Lee made the following motion:

THAT THE FIRM OF PRICEWATERHOUSECOOPERS LLP BE  
APPOINTED AS AUDITOR FOR THE 2005 FISCAL YEAR – CARRIED

8. OTHER BUSINESS

L. Heslop reminded the meeting that the forum for motions and decisions is the Special General Meeting at the CWSF and noted that items in this section were to be presented for discussion only.

**Avoiding Fundraising Conflicts with YSF**

S. Olynyk (Bay Area RSF) asked how regions could avoid conflicts with YSF while fundraising. L. Heslop noted that this was also an issue for CWSF Host Committees. R. Barlow indicated that he was working with Host Committees to develop a protocol. The basic process is that host committees will inform YSF before approaching any sponsor. A similar process could be applied to regions, as it is impractical for YSF to attempt to communicate its fundraising activities to 100 regions and imprudent to publish the contents of all its funding applications.

He noted that where consultation with YSF takes place prior to the submission of an application, YSF is prepared to discuss fully its proposal to a particular sponsor and to work with any organization to ensure compatibility, but that this cannot realistically occur once an application has been submitted.

S. Olynyk indicated that it would be helpful to regions and others to know the strategic directions of YSF fundraising. R. Barlow commented that YSF will certainly share this information once that direction has been established and indicated that much of the work in the past six months has focused on refining those priorities.

**Access to Meeting Minutes**

S. Olynyk asked for clarification around the availability of minutes from Board and committee. Discussion noted that Board minutes are internal documents and would not be made available, but the availability of committee minutes could be reviewed by each committee.

S. Sullivan (York RSF) shared his impressions of Board-delegate relations as a new delegate and suggested that the Board consider a change to the bylaws that would require a quorum for the AGM of one more than double the number of Board members rather than the current quorum of 15, which can be achieved with the Board and just three Members.

Discussion took place around strengthening communications between the Board and Members. L. Heslop indicated that this was a goal for the Board and that the new bylaws provide for more open processes of Board member nomination and election. It was suggested that poor communication within some regions hinders the effective distribution of information and that YSF should distribute

information as widely and directly as possible prior to the AGM/SGM and not rely on regions to do this. In addition, it was identified that posting agendas and records of decision on the web site would be helpful to members.

### **Delegates Meeting Recommendations**

S. Olynyk asked for an update on the recommendations, particularly with respect to ethical review of projects, made at the delegates meeting in St. John's. F. Head noted that the process is for these recommendations to be reviewed by the NSFC, then to be passed to the appropriate group. In the case of the ethics issues, they were referred to the Ethics Committee at the meeting the previous weekend in Vancouver.

S. Olynyk expressed appreciation for the work of the Board on behalf of the Bay Area RSF.

## **9. ADJOURNMENT**

F. Head made the following motion:

THAT THE 42<sup>nd</sup> ANNUAL MEETING OF MEMBERS BE ADJOURNED  
– CARRIED

The meeting was adjourned at 2:12 p.m.