



## FenCan Annual General Meeting

June 9, 2022 9:15 AM-10:15 AM AST

Delta Hotel, Charlottetown, PEI

### MOTION SUMMARY

Item	Motion by	Second	Opposed	Carried
To accept the May 20, 2021 minutes from the Annual General Meeting	Jayne T.	Dan D.		Y
The membership to approve the Financial Statements for the year ended December 31st, 2021 as audited by the firm of Gilmore and Company LLP.	Allan D.	Laura W.		Y
Be it resolved that Gilmore and Company LLP be appointed public accountant of Fenestration Canada to hold office until the next annual general meeting or until their successors are duly appointed, and that the Board be authorized to fix the public accountants' remuneration.	Allan D.	Eddie C.		Y
To extend current Treasurer and board member Allan Doyle's term by 1-year.	Mike B.	Greg D.		Y
To approve the slate of directors as presented	Greg D.	Robert L.		Y
To adjourn the meeting at 10:03 AM AST	Don K.	Christian G.		Y

#### 1. Call to Order

Mike Bruno welcomed the members to the 2022 Annual General Meeting. Stephane Labelle provided an overview of the antitrust statement and listed the prohibited topics for the meeting.

#### 2. Call for New Business

N/A

#### 3. Approval of the May 20th, 2021 Annual Meeting Minutes

**MOTION:** To accept the May 20, 2021 minutes from the Annual General Meeting.

**MOVED:** Jayme Tilley

**SECOND:** Dan Darcy

**CARRIED.**

#### 4. President's Report



Mike Bruno presented the President's report. He highlighted that the association has:

- Fenestration Canada has been very active in the last 12 months with our online presence and our in person WinDoor being a great success, maybe not in numbers but definitely being able to see our members and partners for the first time in almost 2 years was a big win.
- We have established Regional chapters to replace our regional committees, these committees are going to play a big role for the evolution of our industry. Each chapter has a chair and co-chair, one of the two will also be a board representative so that the board has a direct and clear picture of what our members want across the country.
- Our executive director Stephane and his team continue to transform our association and ensure that it remains relative.
- We have significantly increased our reach with the help of our new website including a revamped calculator and a helpdesk forum, our 6,000 views on our YouTube channel, the 4,000 registrants to our several webinars, our online events and our social media efforts.
- Our membership last year grew over 20% from the previous year, which shows the value that each member is receiving is relative to today's needs.
- I look forward to working with the board and our members for another year. Our board is made up of a side range of industry knowledge and is always ensuring that we are making decisions that take into account all members big or small.
- I have had the privilege to work with this board for several years and the commitment and timely response to strategy and issues is quick and thoughtful. I thank them for the support that they have shown in me.

## **5. Review of the 2021 Year-End Financial Statements**

Allan Doyle reviewed the 2021 Financial Statements. He noted the following:

- The public accounting firm of Gilmore and Company LLP have audited the association's financial statements for the year ending December 31, 2021, and found them to fairly represent the financial position of the association in accordance with Canadian Accounting Standards for Not for Profit organizations.
- The unrestricted fund balance increased by \$36,397 to \$96,1090.
- The restricted fund was not used during the 2021 fiscal year and remains at \$70,000. There are no ongoing commitments to fund standards development.
- The association has short term investments of \$799,582, and cash of \$295,574.
- Membership fee revenue was \$251,442, a 4% drop for 2020. This drop was expected as we were adding new members with a membership promotion.
- 2021 saw the return of in-person WinDoor with a Hybrid show experience. WinDoor resulted in revenue of \$118,362.
- The 2021 Spring Conference contributed a net of \$20,046.
- Fenestration Canada received \$105,272 from the CEWS and (\$2,180) from the TWS program in 2021. Along with the \$10,000 non repayable portion of the additional \$20,000 CEBA loan, the total Government assistance for 2021 was \$113,092.
- Administration and Governance costs were \$479,576, an increase of \$52,162 over 2020. The association added to our technical team in 2021 and increased our commitment to provide value added to a Fenestration Canada membership.
- CEBA loan of \$40,000 will be repaid by December 31, 2023 and it is recorded as Long Term Debt.



- The Covid-19 pandemic has forced our association to adopt new models for how to conduct our business in 2021. It is satisfying to know that our management team and board has been able to guide our association to assure our financial viability.

**MOTION:** The membership to approve the Financial Statements for the year ended December 31st, 2021 as audited by the firm of Gilmore and Company LLP.

**MOVED:** Allan Doyle

**SECOND:** Laura Weil

**CARRIED.**

#### **6. Appointment of the Auditor**

**MOTION:** Be it resolved that Gilmore and Company LLP be appointed public accountant of Fenestration Canada to hold office until the next annual general meeting or until their successors are duly appointed, and that the Board be authorized to fix the public accountants' remuneration.

**MOVED:** Allan Doyle

**SECOND:** Eddie Choe

**CARRIED.**

#### **7. Committee Reports**

- Refer to individual reports in 2022 AGM folder

#### **8. Treasurer's Extension**

**MOTION:** To extend current Treasurer and board member Allan Doyle's term by 1-year.

**MOVED:** Mike Bruno

**SECOND:** Greg Dickie

**CARRIED.**

#### **9. Confirmation of Directors**

- Mike Bruno, Everlast Group of Companies (returning director)
- Cam Drew, Thermoproof Windows & Doors (returning director)
- Jennifer Small, Screenco Manufacturing Ltd. (returning director)
- Allan Doyle, Global Windows (returning director)
- Steve Alward, Atlantic Windows Ltd. (returning director)
- Eddie Choe, Trimlite Mfg. (returning director)
- Jason Wadel, VEKA (returning director)
- Jean-François Kogovsek, Maxam Marketing (returning director)
- Ron Edger, Centennial Windows and Doors (returning director)
- Brad Fevold, Marvin Windows & Doors of Canada (returning director)
- Robert Jutras, UL Laboratory Canada Inc. (returning director)
- Laura Weil, Frank by Ostaco (returning director)



**MOTION:** To approve the slate of directors as presented

**MOVED:** Greg Dickie

**SECOND:** Robert L.

**CARRIED.**

**10. Closing Remarks**

**11. Adjournment**

**MOTION:** To adjourn the meeting at 10:03 AM AST

**MOVED:** Don Kennedy

**SECOND:** Christian Guerard

**CARRIED.**