1. Call to order
K. Fuller, Chairperson of the meeting, welcomed attendees to the 5th annual general and special meeting of the members of the Concordia University Alumni Association (“CUAA”).

2. Welcome and report by the President, CUAA
K. Fuller, President of the CUAA, highlighted the vision and mission of the CUAA and reviewed the results of the strategic exploration exercise undertaken by the CUAA board in the last twelve months.

Key highlights of the exercise include:
- The finding that the CUAA board desires to be a next generation alumni association
- The recognition that the CUAA board needs to better reflect the alumni community (culturally, geographically and by faculty)
- The identification that the CUAA board needs a better framework for on-boarding and mentoring (and the creation of that framework)

In addition to enhancing the volunteer experience with enriching, effective and meaningful opportunities (strategic exercise), the CUAA also continued its work of advocating Concordia’s greatness and highlighting inspirational alumni (testimonial from CUAA scholarship recipient Yitzchok Leib Ahisar, BSc 18); generating meaningful points of engagement with students and young alumni that strengthens their relationship with Concordia and its alumni communities (financial support of student initiatives such as EngComm, Cinema Politica, Fine Arts Graduating Student Prize); and promoting alumni programs and services to build an internationally recognized network of alumni (recognition of Concordia’s finest at the annual Alumni Recognition Awards).
3. Welcome by the Associate Vice-President, Development and Interim Vice-President, Advancement &
External Relations and report by Senior Director, Alumni Relations

M. Dupuis greeted attendees with the statistic that the Concordia alumni family grew by 5600 graduates this
June, bringing the total number of graduates to 215K from 150 countries. He also expressed enthusiasm for the
university’s $250M fundraising campaign, Next-Gen. Now, from which the funds will support the university’s
ambition to rethink higher-education, teaching and research.

L. LeCouvie, Senior Director, Alumni Relations of Concordia University, paid tribute to long-time Sir George
Williams University alumnus and volunteer, Gerald Burke, BA 1969 before commencing her report of the last
year’s activities.

Highlights of 2017:

- Over 225 events with more than 16,000 attendees
- 1000 graduates engaged with our virtual programs including virtual networking events, webinars and our
  online mentor portal Alumni Connect
- Alumni Relations team met with more than 1700 graduates in Toronto, Ottawa, Vancouver, Calgary, New
  York, San Francisco, Los Angeles, Beijing, Shanghai, Hong Kong and Xi’an (1000 in 10 cities in 2016-17)

- Student engagement by the numbers:
  - Over 4000 students have engaged in 30 student programming efforts
  - $16K given to more than 33 student clubs across the university
  - 12 on-campus partners work with Alumni Relations to identify, steward and engage student leaders
  - 153 student leaders engaged
  - 991 students attended events

- Targeted engagement initiatives also saw an uptick in participation:
  - Parents Tent & Welcome Reception: 1622 new records created, 750 attendees at Welcome Reception
    and 455 Facebook members
  - 9 Women & Leadership events with 974 attendees
  - 40 Alumni Career Services events with 1828 attendees

- What we did and where we went
  - Bon Voyages in NYC, Toronto, Ottawa
  - Residence Move-In Weekend & Parents Welcome Reception
  - Homecoming 2017
  - Loyola Medal: James Orbinski
  - Women & Leadership
  - Recreation and Athletics
  - Young Alumni (Montreal Bucket List Challenge)
  - Students (Leaders’ Breakfast, Almost Alumni Breakfast, Alumni Matters Graduation Conference,
    Convocation)
  - Regional Engagement (This is Concordia. Now. in Vancouver, Calgary, Ottawa, Toronto, Montreal, Los
    Angeles, San Francisco, New York, Washington DC)
  - Alumni Recognition Awards in Hong Kong
  - Travels also to Beijing, Xi’an and Shanghai
L. LeCouvie noted that Homecoming begins today and will continue until September 24 and encouraged AGM attendees to join in the festivities such as the President’s Homecoming Cocktail, the Homecoming football game, the 50th anniversaries of both BEng and MBA programs, the Sports Hall of Fame Ceremony and the Wild Talks with Christine Jones.

AGM attendees were also invited to participate in Shuffle 29, Concordia’s walkathon to raise money for student scholarships and bursaries.

4. Report from the CUAA Board of Governors representative
P. Pourreaux, the CUAA’s Board of Governors representative, noted that Concordia University has made a great deal of progress in implementing its 9 strategic directions, and the one that strikes a chord with the CUAA is Take Pride (Celebrate successes and be purposeful about building a legacy) which is evident in the number and variety of students, alumni, faculty, and staff receiving public recognition for their accomplishments.

P. Pourreaux also spoke about a number of physical changes to Concordia’s campuses. 4th Space, once the Concordia Bookstore, will become an experimental environment which serves as a living lab, science centre, design showroom and flexible performance venue to showcase Concordia’s latest research, teaching and learning activities to the public in the fall of 2018. The construction of the Science Hub, an incubator for interdisciplinary collaboration and research, on the Loyola Campus is well underway and will hopefully be open in the spring of 2019. It will house laboratories and research spaces supporting research fields such as agriculture, health and sustainable development. The Hall Building is also undergoing a series of much-needed renovations from new escalators and elevators to bigger classrooms to wireless access to updated study and meeting spaces.

5. Appointment of Scrutineers
The Chairperson appointed Temi Akin-Aina and Nancy Wada, as scrutineers for this meeting.

6. Notice of Meeting
Notice calling this meeting of members was sent on August 28, 2018 to all members of record of the CUAA as of August 28, 2018.

7. Quorum
The scrutineers submitted the scrutineers' report on the members’ attendance at the meeting and reported that there were at least twenty-five (25) members present at the meeting. Consequently, the Chairperson declared the meeting regularly constituted for the transaction of business on the agenda. The scrutineers' report on attendance is annexed to these minutes as Schedule A.

8. Minutes
On motion duly made, seconded and carried, it was unanimously resolved:

   THAT the meeting be dispensed from the reading of the minutes of the Annual General Meeting of members held on September 12, 2017.
The Chairperson declared that the meeting be dispensed from the reading of the minutes of the Annual General Meeting of members held on September 12, 2017.


On motion duly made, seconded and carried, it was unanimously resolved:

THAT the meeting be dispensed from the reading of the Accountant’s Report attached to the financial statements of the Corporation.

The Chairperson declared that the financial statements for the fiscal year ended April 30, 2018, together with accountant’s report have been received by the members of the CUAA.

For the year ending April 30, 2018, T. De Capua, Treasurer, reported that fewer incurred expenses for the 2017-2018 fiscal year in combination with revenues from the 2016-2017 fiscal year ($11.7K) resulted in a smaller deficit of revenues over expenses for the 2017-2018 fiscal year ($25.4K versus $47.8K).

Given the association’s healthy state of finances and the purpose it serves as a non-profit organization, T. De Capua noted that the intention of the CUAA board of directors, for the foreseeable future, is to incur a manageable deficit of revenues over expenses to reduce the size of the CUAA’s unrestricted funds to a vicinity of $100K.

T. De Capua stated that, in doing so, the CUAA will continue to contribute towards alumni programming and initiatives and also the endowment funds of the CUAA, the Association of Alumni of Sir George Williams University and Loyola College. The CUAA has committed to a $30K annual contribution for a period of 3 years, which will go towards matching donations from first time donors to Concordia’s annual Community Campaign. The last contribution will take place in the 2018-2019 fiscal year.

10. Appointment and Remuneration of Accountants

On motion duly made, seconded and carried, it was unanimously resolved:

THAT Mizgala & Cie Inc. be appointed accountants of the CUAA to hold office until the next annual meeting of members and that the Board of Directors be authorized to determine their remuneration.

11. Report from the Corporate Governance Committee and ratification of revised by-laws

M. Melfi, Chair of the Corporate Governance Committee, presented the by-law revisions which clarify the language with regards to quorum, the criteria and process for the representatives on the Concordia Board of Governors, the terms for directors and officers and the creation of new executive roles. The changes were approved by the CUAA Board of Directors at the June 5, 2018 meeting. A summary of the changes are listed down below:

QUORUM
- Rendered language consistent throughout the document
- Quorum simplified to majority rule (Articles VI, VII, VIII)
REPRESENTATIVES ON THE CONCORDIA BOARD OF GOVERNORS

- Eligibility criteria and selection process ambiguous/impractical for the CUAA’s representatives on the Concordia Board of Governors
- Eligibility restricted to current or former members of the CUAA’s Board of Directors and process clarified that a call of candidates is not obligatory and the time to issue a call be shortened to one month prior to selection (Articles VI, IX)

EXECUTIVE COMMITTEE & TERMS OF OFFICE

- Composition of Executive Committee is inflexible and terms of office ambiguous
- Language inserted to allow for the possibility of new roles on the Executive Committee and to delineate concretely the terms of office for board members who undertake a role on the Executive Committee (Articles V, IX)

GENERAL HOUSEKEEPING

On motion duly made to approve the by-laws as presented and seconded, it was unanimously resolved:

**THAT** the modifications to the by-laws of the Association be and they are hereby approved as submitted to the members prior to this meeting.

12. Election of Directors

Miranda Melfi, Chair of the Nominating Committee, presented the 2018-2020 proposed slate of directors and recognized the contribution of retiring director, Stephanie Tsirgiotis, BA 07.

As indicated in the slate of directors, the board proposes 23 directors, (i) 3 of which are ex-officio directors, (ii) 7 of which have been elected last year for a two year term, (iii) 11 of which are nominated for election as directors of the CUAA for a two year term and (iv) 2 of which are nominated for a one year term as of today.

On motion duly made, seconded and carried, it was unanimously resolved:

**THAT** the following list of candidates be nominated for election as Directors of the CUAA to hold office for a one or two year term as the case may be until the 2019-2020 Annual Meeting of Members as the case may be or until their successors are otherwise elected or appointed:

**Directors Standing for Re-Election**

<table>
<thead>
<tr>
<th>Name</th>
<th>Degree(s)</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mario Ciaramicoli</td>
<td>BEng 02</td>
<td>Term 2018-2020</td>
</tr>
<tr>
<td>Tania De Capua</td>
<td>BComm 11</td>
<td>Term 2018-2020</td>
</tr>
<tr>
<td>Daniel Doran</td>
<td>MBA 16</td>
<td>Term 2018-2020</td>
</tr>
<tr>
<td>Kim Fuller</td>
<td>BFA 96</td>
<td>Term 2018-2019</td>
</tr>
<tr>
<td>Jameson Jones-Doyle</td>
<td>BA 08, MSc 12</td>
<td>Term 2018-2019</td>
</tr>
<tr>
<td>Julia Khon</td>
<td>MBA 13</td>
<td>Term 2018-2020</td>
</tr>
<tr>
<td>Sunil Manjunath</td>
<td>MEng 13</td>
<td>Term 2018-2020</td>
</tr>
<tr>
<td>Caroline Samné</td>
<td>MA 03</td>
<td>Term 2018-2020</td>
</tr>
<tr>
<td>Vicki Variantzas</td>
<td>BA 96</td>
<td>Term 2018-2020</td>
</tr>
</tbody>
</table>
Incoming Directors
Lyn Fong (BA 02) Term 2018-2020
Lauren Small (BA 95, MA 97) Term 2018-2020
Susannah Tam (MBA 82) Term 2018-2020
Hanna Vineberg (BA 88) Term 2018-2020

There being no further nominations, the Chairperson declared those nominated to be duly elected as directors of the CUAA to hold office for a period of one or two years as the case may be until the 2019 or 2020 annual meeting of Members as the case may be or until their successors are otherwise elected or appointed.

Therefore, the complete slate of directors is:

Directors Standing for Re-Election
Mario Ciaramicoli (BEng 02) Term 2018-2020
Tania De Capua (BComm 11) Term 2018-2020
Daniel Doran (MBA 16) Term 2018-2020
Kim Fuller (BFA 96) Term 2018-2019
Jameson Jones-Doyle (BA 08, MSc 12) Term 2018-2019
Julia Khon (MBA 13) Term 2018-2020
Sunil Manjunath (MEng 13) Term 2018-2020
Caroline Samné (MA 03) Term 2018-2020
Vicki Variantzas (BA 96) Term 2018-2020

Incoming Directors
Lyn Fong (BA 02) Term 2018-2020
Lauren Small (BA 95, MA 97) Term 2018-2020
Susannah Tam (MBA 82) Term 2018-2020
Hanna Vineberg (BA 88) Term 2018-2020

Returning Directors
Helen Downie (BA 11, MA 16) Term 2017-2019
Sonia Di Maulo (BA 95, MA 01) Term 2017-2019
Linda Donnini (BSc 91) Term 2017-2019
David Kierans (BA 75) Term 2017-2019
Jaymee Shell (BSc 14) Term 2017-2019
Miranda Melfi (BComm 86) Term 2017-2019
Patrick Van de Wille (BA 91) Term 2017-2019

Ex-officio Directors
Steve Avram (BEng 71, MEng 85)
John Limeburner (BComm 68)
Philippe Pourreaux (BComm 00)
13. Closing remarks and termination of meeting
There being no other points of order and the agenda was completed, the Chairperson asked for a motion to terminate the meeting.

On motion duly made, seconded and carried, it was unanimously resolved:

   THAT the meeting be terminated.

K. Fuller invited attendees to enjoy the cocktail reception one floor down.

__________________________________________
Chairperson                        Secretary
K.Fuller                           M. Melfi
Schedule A

Scrutineers’ Report on Attendance

The following members of the CUAA were in attendance representing at least twenty-five (25) members present at the Meeting:

**Directors:** Kim Fuller (Chair), Steve Avram, Mario Ciaramicoli, Tania De Capua, Daniel Doran, Jameson Jones-Doyle, Julia Khon, David Kierans, John Limeburner, Sunil Manjunath (phone), Miranda Melfi, Philippe Pourreaux, Caroline Samné

**Members:**

Also in attendance were:

**AER Staff:** Marcel Dupuis, Leisha LeCouvie, Temi Akin-Aina, Nancy Wada