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**Annual General Meeting**

**Halifax Chamber of Commerce**

**Virtual Meeting**

**Thursday, April 23, 2020**

**10:30 a.m. – 11:30 a.m.**

1. **Call to Order**

Margaret Chapman, Chair of the Board called the meeting to order at 10:30 a.m. saying that the meeting offers a fiscal and operational review for the fiscal year ending December 31, 2019.

**MOTION: THAT the minutes of the 2019 Annual General Meeting are approved. Moved by Faten Alshazly; seconded by Patrick Sullivan. Motion approved.**

1. **Outgoing Chair’s Remarks (Margaret Chapman)**

***“Welcome, everyone. Thank you for joining us today, particularly in these changing times.***

***The Annual General Meeting is the final item on my to-do list as chair of the board, and a year ago when I took on the role, I would have never imagined we would be meeting virtually this year. To start, I do want to mention, that throughout the last 6 weeks, Patrick and his team have undertaken incredible advocacy and community building, right from the beginning of this pandemic. In the words of Minister Melanie Joly at one of our Chamber’s meetings last week: “Chambers have never been more important than they are today.”***

***It’s been a whirlwind of a year and we’ve accomplished so much in that time. If you’ll allow me, I’d like to highlight a few of those.***

***Of all of our accomplishments, I have been honoured to be involved in our diversity and inclusion initiatives, and our work to support businesses through COVID-19.***

***We’re so pleased to see a new Halifax business community emerging. One that values diversity and inclusion. A community that works together to get a variety of voices at the decision-making table, and that has continued to be true throughout this pandemic.***

***As the Chamber of Commerce, our role is to act as one united voice of the business community. To do this, we need to hear from our diverse membership on what matters to them. What challenges are they facing? What can we do to support them?***

***We actively reach out to underrepresented groups to ensure every facet of our business community can offer their insight to our members.***

***At Wonder Women in December 2019, we were so pleased to have Shannon Monk, CEO of Sakatay Global offer a Mig-maw opening prayer and a smudging ceremony, and more diversity in the room and on the stage than we had seen before.***

***I also co-hosted roundtables with Ann Divine, CEO of Ashanti Leadership and a local diversity champion.***

***We asked the roundtable guests what we can do to better demonstrate diversity and ensure women and underrepresented groups have a seat at the table, and they told us:***

***We need more communication with these underrepresented groups. For example, the Department of Labour and Advanced Education offers great educational and career incentives, but if you’ve never heard of them, how can you take advantage?***

***We need to be more vocal about the lack of diversity still plaguing the business community.***

***We need to think about accessibility. Did you know, for example, that only 59% of working-age adults with a disability in Canada are employed?***

***There are certainly more diverse leaders in the business community now compared to ten, even five years ago.***

***And that’s one big step forward.***

***But we need to continue to promote the value of diversity, and we need more representation on boards and in leadership, including African Nova Scotians, women, Indigenous peoples, immigrants, and people with disabilities.***

***We need a diversity of perspectives and ideas at the forefront of this conversation.***

***I will continue to advocate for this through the Chamber and I encourage you all to reach out – the Chamber is always looking for event speakers, for topics to discuss in our magazine, and for issues to advocate to government.***

***We are also very proud of our Driving Diversity initiative, where we ask corporate table holders at our dinners to save a seat at their table for a student and/or immigrant.***

***We then connect the table with their guest, and they spend the evening networking with Halifax’s business community, making important connections and planting roots.***

***One of my main goals as Chair of the Board was to find new ways to engage our diverse membership. I am happy to report, through partnerships and recruitment efforts, it’s been a successful year.***

***It was a big year for advocacy as well, with the Halifax Chamber and the Canadian Global Cities Council advocating for better conditions for Canadian businesses ahead of the 2019 federal election. The groups released playbooks detailing the necessary changes to our largest industries to increase our GDP.***

***Under this board’s leadership, focusing on membership and new initiatives, we’ve seen measurable successes at the Halifax Chamber.***

***Our Member Health Index reports:***

* ***High retention rates***
* ***More new members***
* ***Sold-out events***
* ***Lots of interest in the task forces***
* ***And higher than ever engagement in our advocacy efforts, events, and membership.***

***These are encouraging results, and it’s heartening to know our members are seeing the value in their Chamber. But we know there’s more work to be done.***

***Before I sign off, I’d like to commend Patrick and the team on the establishment of the Nova Scotia Business Labour Economic Coalition and all the advocacy work being done on behalf of members and the wider business community.***

***The Chamber has really stepped up to take on a leadership role during this time of crisis.***

***To Patrick and the small and mighty team at the Chamber I want to personally thank each and every one you from the bottom of my heart. Your energy and positive attitudes are contagious, and I am continuously impressed by your dedication and commitment to helping our members, now more than ever.***

***To my fellow board members, I am grateful for the expertise and dedication each of you have brought to the Chamber – your contributions have made my job more meaningful and for that I would to thank each and every one of you.***

***To our incoming chair Gavin MacDonald – I am honoured to pass the torch to a true champion of Halifax. I look forward to watching you lead the Chamber with your passion for supporting and growing Halifax’s businesses.***

***To my business partners, Margaret Brigley and Peter MacIntosh – thank you for affording me all the time away from the office to volunteer with the Chamber. I know what this has meant for you.***

***And of course, I want to thank my husband Greg for being patient while seeing much less of me this year!***

***To the more than 1,700 Chamber members - thank you for your continued support of the Halifax Chamber of Commerce – you are the vibrancy of this growing city.***

***I am grateful to have served as Chair of the Board this past year and am excited to continue to work towards Halifax’s future.***

***Thank you.”***

1. **Announcement of 2020 – 2021 Board of Directors**

Margaret Chapman drew everyone’s attention to the Nominating Committee Report 2020-2021. The report lists the names of the Chamber members who will sit on the Board of Directors in the coming year. This list was developed according to the process outlined in the Chamber bylaws. The Chamber always has a strong group of interested volunteers from a wide variety of business backgrounds on its Board.

Margaret noted new to the Board for the coming year are; Joanne Bernard, President and CEO, Easter Seals of Nova Scotia; David Rideout, President and CEO, MetroWorks; Chris Cowper-Smith, President and CEO, Spring Loaded Technology; Martha Casey, Interim CEO, VOLTA; Karim George, Founder, Creative and Executive Director, InTouch Communications and Ann Divine, CEO, Ashanti Leadership, & Professional Development Services.

***\* Report of the 2020 – 2021 Nominating Committee Attached***

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| **Halifax Chamber of Commerce**  **Report of the Nominating Committee 2020-2021** | | |
| **Board of Directors Officers** | | |
| Chair of the Board Gavin MacDonald Cox & Palmer  Joined 2016 | Vice Chair of the Board Mark Sidebottom Nova Scotia Power Inc.  Joined 2014 | Past Chair of the Board Margaret Chapman Narrative Research  Joined 2014 |
| **The following Officer is serving the 2nd year of a first two-year term ending April 2021** | | |
| Richard Butts  Clayton Developments Limited  Joined 2018 |  |  |
| **The following Officers are serving the 1st year of a first two-year term ending April 2022** | | |
| Faten Alshazly WeUsThem  Joined 2017 | Roger Boutilier  Nova Scotia Association of REALTORS  Joined 2019 |  |
| **The following Directors are serving the 2nd year of a second two-year term ending April 2021** | | |
| Stefanie MacDonald Halifax Paper Hearts  Joined 2017 |  |  |
| **The following Directors are serving the 1st year of a second two-year term ending April 2022** | | |
| Michele Peveril Port of Halifax  Joined 2018 | Brad Proctor McInnes Cooper  Joined 2018 | Captain(N) David Mazur Maritime Forces Atlantic Joined  July 2018 |
| **The following Directors are serving the 2nd year of a first two-year term ending April 2021** | | |
| Caroline Wolfe Stewart  Nova Scotia College of Nursing  Joined 2019 | Andrew de Freitas Canadian National Railway  Joined 2019 | Christopher Googoo Ulnooweg  Joined 2019 |
| Cayla Stryncl  Fiera Properties  Joined 2019 |  |  |
| **The following Directors are serving the 1st year of a first two-year term ending April 2022** | | |
| Hon. Joanne Bernard  Easter Seals of Nova Scotia  Joined 2020 | David Rideout MetroWorks  Joined 2020 | Chris Cowper-Smith  Spring Loaded Technology  Joined 2020 |
| Martha Casey  Volta  Joined 2020 | Karim George  InTouch Communications  Joined 2020 | Ann Divine  Ashanti Leadership  Joined 2020 |
| **Patrick Sullivan is President/CEO** | | |
| **The Nominating Committee for 2020-2021 consists of Cynthia Dorrington, Chair of the Nominating Committee & Past Chair of the Board; Margaret Chapman, Chair of the Board; Gavin MacDonald, Vice Chair of the Board; Robert Dean, Chair, HR & Governance Committee and Patrick Sullivan, President & CEO.** | | |
| **The 2020-2021 Board is in effect as of the Annual General Meeting in April 2020.** | | |
| **\*Officers are elected for a two (2) year term; and may be elected for a maximum of three (3) consecutive two- year terms. Bylaw section 4.09 (a).**  **\*\*Board members shall serve a two-year term to a maximum of two (2) consecutive two-year terms and thereafter are not eligible for re-election for two years, unless elected as an Officer. Bylaw section 3.03.** | | |

1. **Introduction of Vice Chair of the Board (Mark Sidebottom)**

Margaret Chapman provided an introduction for incoming Vice Chair Mark Sidebottom.

Mark was appointed Chief Operating Officer of Nova Scotia Power Inc. 2016, and is responsible for all operational aspects of Nova Scotia Power from the generation of power to the delivery to the customer.

Mark began his career at Nova Scotia Power 32 years ago and throughout his tenure has managed most all functions of generating and delivering electricity to customers. He designed, built and managed power plants, ensured reliable delivery of electricity to retail customers and managed fuels portfolios. As Vice President of Generation, Mark managed one of the fastest transitions to renewables any utility has undertaken as Nova Scotia Power evolves from 9% renewable energy in 2010 to over 40% by 2020.

Mark has served on the Board of Directors of Junior Achievement Nova Scotia and the Halifax Chamber of Commerce. He is a past board member of Junior Achievement Cape Breton, the Fossil Advisory Board and the Silicon Island Advisory Board. Mark is currently the Chair of the Generation Council for the Canadian Electricity Association.

Mark holds a Bachelor degree in Mechanical Engineering from the Technical University of Nova Scotia, (now part of Dalhousie University), and is a registered Professional Engineer with Engineers Nova Scotia.

**Introduction of Chair of the Board (Gavin MacDonald)**

Gavin is a partner in the Halifax office of Cox & Palmer.  His practice focuses on business law in the areas of organization and financing, business restructuring, insolvency, and banking.

Gavin has represented individuals, companies, and other organizations from start-up financing to restructuring and sale. He has also advised financial institutions, insolvency professionals and individuals involved in business restructuring, contested and uncontested insolvency proceedings before the trial and appeals courts of Nova Scotia.

Gavin lives in Bedford with his wife, Christine, and their two sons.

1. **Reading and Signing of the Oath of Office**

Margaret Chapman welcomed Mayor Savage to the meeting and invited him to administer the oaths to incoming Vice Chair, Mark Sidebottom and Incoming Chair, Gavin MacDonald.

1. **Incoming Chair’s Remarks – Gavin MacDonald**

***“I’d like to thank Mayor Savage for taking the time out of his busy schedule to welcome the new Board.***

***And thank you to Margaret for her kind introduction.***

***I am honoured to take on the role of Board Chair, especially at this time of challenge for the Halifax business community.***

***Margaret, on behalf of the Board and the Chamber membership, I want to thank you for your leadership of the Halifax Chamber of Commerce in this past year.***

***Notwithstanding our present difficulties, your work allows me to step into this role as Chair with confidence and a clear vision.***

***I am excited and grateful for the opportunity to contribute to our community’s growth and development.***

***When I took on the role of Vice Chair this time last year, no one could have predicted our current situation.***

***COVID-19 has overwhelmed us all, and it takes precedence over all other issues. It’s crucial for the Chamber, as the voice of business, to continue our leadership role through this crisis. We have never seen a global government mandated economic standstill. The severity of the virus is proven every day with new cases and deaths across the world.***

***Experts advise that Nova Scotia has not reach the virus’ peak, and our healthcare system is already feeling the strain.***

***Over these next months, we have to move quickly to balance the serious medical issues with the equally dire economic conditions in our community.***

***It is important that the business community clearly understand the rational for any strategy. Only with good information will we continue to get broad public buy-in, which is essential for addressing this pandemic.***

***Nova Scotia’s tourism sector accounts for 2.3 per cent of our GDP and 4.2 per cent of employment.***

***Our hospitality and tourism sectors are some of the hardest hit businesses in this crisis.***

***We need specific policies to get them back in business quickly once we’re ‘open for business.’ We cannot risk losing a key part of our city and province’s economy.***

***The Chamber is dedicated to working with all levels of government on policies that restore jobs and enhance local prosperity.***

***Patrick and our team have been communicating weekly with members when new information regarding funding programs and supports for business becomes available.***

***We have created a resources webpage, updated daily, to keep the broader community informed.***

***During this crisis, we meet regularly with the municipal, provincial and federal government and more than 150 industry associations and invested stakeholders bringing forward member concerns and offering solutions.***

***On behalf of our members, I thank Patrick and his team for all their hard work on our behalf. This is a true test of the business community, and our resilience. I am confident we will meet these challenges.***

***Several local companies are already rising to meet the challenge.***

***Evolve Fitness, a member gym, was part of the first wave of public health ordered shutdowns.***

***They quickly adapted offering online workouts for donations. They raised $60,000 and used that money to buy gift cards from local businesses.***

***Winery Benjamin Bridge is donating 10% of all NSLC sales of Nova 7 between March 30 and June 7 to three partner hospital foundations to support frontline health workers. Their first bi-weekly donation was $10,000.***

***Protocase, a specialized manufacturing company in Sydney, (previously known for its golf cases) is working with BioNova and other organizations to gain Health Canada approval for a new product – a ventilator.***

***The Chamber will continue to work with government to find ways to support our business community.***

***We will keep advocating on our members’ behalf.***

***And when the time comes to reopen, we will be there to support them.***

***I’m looking forward to working with the Chamber Board, staff and members to achieve a prosperous city in my year as Chair.***

***Thank you to my Cox & Palmer colleagues and family for allowing me to volunteer and work with the Chamber.***

***And thank you to the Chamber and the Board for this opportunity – it’s going to be a great year.”***

**7**. **President’s Report - As presented at the AGM – Patrick Sullivan**

***“Thank you, Gavin.***

***And thanks to all of you for joining us for our first virtual AGM.***

***I would like to welcome all of you – along with our Directors, Task Force Members and Board Members.***

***The Chamber’s Annual General Meeting is a mandatory function of the Chamber’s Bylaws, where certain processes must be completed and traditions upheld.***

***First, I would like to give a brief update on what we have been working on since last year’s Annual General Meeting.***

***The AGM is the perfect time to pause and reflect on what your Halifax Chamber of Commerce has accomplished over the past 12 months. It also gives us time to examine our opportunities and challenges.***

***And I think we are all facing very similar challenges right now. I will go through my usual update first, and then will give you all an update on what we’re doing for our members during COVID-19.***

***Your Chamber of Commerce is made up primarily of small businesses, with 82% of the member companies having fewer than 25 employees. Many of our events and advocacy work is focused on their needs and challenges. Now let’s review the year.***

***This year was strong financially, as you can see on the slide.***

***Expenses and revenues were better than budget which led to a net income of $160,028 versus $115,172 the previous year.***

***Our revenue sources, as you can see, are primarily from our members, whether through annual dues, ticket sales for our events, and larger partnerships with government, like our Trade Accelerator Program.***

***We are into year two of our 2019-2023 Strategic Plan, designed to help guide the Board of Directors, task forces and staff in our efforts around advocacy, event and communication themes.***

***Our purpose is to create value and prosperity for our members.***

***We provide services they need, events that will help them learn and we advocate for conditions in the economy that enhance their prosperity.***

***We are first and foremost here for our members. We want to see them succeed in Halifax.***

***Before building this plan, we listened to our members’ feedback through roundtables and surveys and narrowed our areas of focus based on their needs. The plan’s two pillars are:***

* ***Fostering Private Sector Growth***
* ***And Accessing a Skilled Workforce***

***Our Member Services Specialist and the Chamber team have been working hard to ensure member satisfaction remains high. We can see the evidence in our retention rate, that are currently the best we’ve had in years.***

***We want all members – which represent 65,000 individuals! – to really understand the value of the Chamber to our city, our province and to them. We provide value to the businesses through networking events, insurance programs, advocacy work, and training.***

***We want them to see the Chamber is in their corner and prove to them the value of the chamber. In fact, they can check out that value themselves with the ROI calculator on our website.***

***In 2019, we reshaped our two task forces, focusing on the two pillars of the strategic plan.***

***Hospice Halifax’s Board Chair, and Fostering Private Sector Growth Chair, Paul Bent, has been part of this evolving task force for nearly 5 years, with many at the helm.***

***While the task force may have evolved over those years, Paul’s dedication to the business community has not waivered. Through his leadership, our task force members have met with important stakeholders, like the Nova Scotia Department of Business, HRM’s CAO, Jacques Dube and the Office of Regulatory Affairs and Service Effectiveness.***

***This task force has also provided our policy team with invaluable input for our foundational documents like our annual issue notes and pre-budget submissions that detail our asks and recommendations for the municipal and provincial government.***

***This is Paul Bent’s last year as Chair, and we are certain to miss his enthusiasm and voice for the business community. We will keep moving forward and continue to hear from Halifax’s key players to ensure the most up-to-date and relevant information is provided to our members as we welcome Caroline Wolf-Stewart as our new Task Force chair. Caroline is the current Senior Director of Strategy and Operations with the Nova Scotia College of Nursing.***

***As the principal leader of non-legislative operations, she focuses on leading cross functional projects, enterprise wide strategy and business performance processes. We are looking forward to working closely with Caroline during her time as chair.***

***Our task force members engage in social media posts, Chamber member polls, business voice communications and issue note and pre-budget submission creation.***

***Last year the Accessing a Skilled Workforce Task Force, chaired by NSCC’s Don Bureaux, focused on work-integrated learning (WIL). Some of you may have attended the Chamber’s 2019 Spring Dinner and learned more about how important it is to hire a student for both the benefit of the employee and employer.***

***You may have also seen our WIL video at our State of the Municipality luncheon that brought to life the ROI an employer gains by hiring a student. Thank you to NSCC and Bruce Bottomly for the video.***

***We are continuing our work on the importance of hiring students and have also begun expanding that focus to awareness of the “untapped” labour market (those who have been statistically underrepresented in the labour market).***

***Keep an eye out for upcoming Fall 2020 initiatives as we look to showcase case studies and success stories of those businesses that have realized the enormous value of hiring students and those in the ‘untapped’ labour market.***

***Don Bureaux will be handing over the title of task force chair to Michele Peveril. Over the past four years that Don has been chair of the Accessing a Skilled Workforce task force, we have seen the group grow both in size and in ability to enhance our member's understanding of Nova Scotia's workforce. Through the efforts of Don and this task force we have created videos showcasing success stories, business voice pieces and a theme for our 2019 Spring Dinner. We will be sorry to see him go, but his constant endeavor to better our task force has left it in great shape for our new Chair.***

***Michele Peveril will begin chairing meetings as soon as May.. Michele, as some of you may know is a current board member of the Halifax Chamber of Commerce and has been sitting on our task force for the past few meetings. We are excited to have her lead us!***

***We are looking forward to another great year with the task forces.***

***Last fall, we led the biggest Small Business Week Halifax had ever seen. In partnership with BDC, we reached out to Business Improvement Districts and business associations and hosted a week full of free events, free training, and an expo.***

***With more than 1,000 individuals attending the week’s events, 500+ businesses reached through our Storm the City initiative, 10 sponsors and 7 community partners, we consider the week a huge success.***

***We want to double that impact this year, just like we did from 2018 to 2019.***

***We’ve hosted a variety of free training sessions for member businesses to brush up on skills to make them more productive and competitive in the marketplace. Some of the training included marketing, social media, business management, communications, project management and human resources. All training sessions have been sold out with a waiting list.***

***Since COVID-19, with the help of the Department of Labour and Advanced Education who allowed us to quickly pivot, trainers have been using ZOOM to continue offering courses online, and we are about to begin a new round of training that will be all online.***

***Halifax is growing, and we want to support our members in taking advantage of every single opportunity that is out there. And perhaps create a few of their own!***

***As I mentioned, I would like to talk to you about some of our latest projects at the Chamber. Member engagement and support looks a bit differently in our current climate, but our team remains dedicated to helping our members in any way we can.***

***We want to help our members succeed and push through these economic interruptions, so they are ready for recovery when the time comes.***

***We’re committed to providing you with more value for your membership through:***

* ***New Mode tool: Our advocacy tool that lives on the website. We are encouraging members to use the tool to show their support on certain issues, and they can use the tool to write directly to political leaders.***
* ***Website and newsletter surveys: We’ve implemented quickpolls on our website and in our e-newsletters to hear from our members on how COVID-19 has impacted their business and what types of support they need from the government.***

***We want to hear from our members on red tape, taxes, and any other issue preventing them from focusing on their business.***

***Right now, these issues are focused on COVID-19 related impacts, and we are encouraging members to send an email to ‘concerns@halifaxchamber.com’ to let us know what they are experiencing and how we can help.***

***Last June and December, we hosted our third and fourth editions of the Wonder Women conference.***

***We had 400 attendees in December and hosted a very special guest, Dr. Sara Iverson, a local marine biologist who had a Barbie modelled after her.***

***We got in touch with Mattel and managed to get Polar Marine Biologist Barbies for all attendees. It was a big surprise giveaway to encourage attendees to give their Barbies to an up-and-coming ‘Wonder Women!***

***We even had enough to donate to a variety of local shelters and family support organizations.***

***We were working towards an even bigger and better Wonder Women for September 2020, but of course those plans are currently on hold. Stay tuned for more updates.***

***Last September, we offered a trip to India. Members saw the Taj Mahal at sunrise and tasted one of the most popular cuisines of the world.***

***We’re looking forward to more travel program adventures in the future.***

***This is clearly an atypical AGM, and just like other businesses, we’ve had to adapt to the changing landscape.***

***We are first and foremost, here for our members. We meet regularly with the team to discuss how we can support them and create a membership of value.***

***We started by creating a COVID-19 resources webpage, which is updated daily.***

***The webpage gathers information from all levels of government about their funding programs, B2B resources, member webinars and training opportunities, and how to support local during this time.***

***It’s a one-stop-shop for all things COVID-19. We’ve received a lot of great feedback from members that it’s been a helpful way to navigate all available resources.***

***We’re also sending emails multiple times per week to update members with this information. New programs were announced almost daily for several weeks, and it could be very difficult to keep track of everything. We need to be the experts so our members know they can rely on us.***

***All our events, including our Spring Dinner, are on hold for the foreseeable future.***

***We’ve started hosting weekly free webinars with member experts on a variety of topics, such as finances, business planning, virtual selling, and mental health support.***

***You heard from Margaret and Gavin about the Chamber led Inititiative, the Nova Scotia Business Labour Economic Coalition. I lead the group and we meet 3 times per week. We have had 2 federal Ministers on the calls, multiple provincial Deputy Ministers, and our own Mayor joins us when he can. This group was founded for the following reasons:***

1. ***To have a point of contact for government as they make rapid decisions for this group to provide feedback or distribute information.***
2. ***To advocate for businesses and employees at this time.***
3. ***To work with the Federal, Provincial and Municipal governments at this time to ensure Nova Scotians are taken care of at a time of reduced economic activity.***
4. ***To eventually work to develop a recovery plan for the businesses and employees in our area.***

***This group is accomplishing those objectives and more. We are advocating, informing and assisting government at all levels as they create policy in real time.***

***But ultimately, why was this group formed?***

***It is to keep members and the larger business community informed. We will continue to work for Halifax, and we will be there when it’s time to recover and rebuild.***

***The Halifax Chamber is committed to working together to support Halifax through this time.***

***Thank you.”***

1. **Financial Report**

Richard Butts, Chair of the Audit and Risk Board Committee provided a brief financial report. Richard drew attention to the audited Financial Statements for 2019 that were included in the package of materials distributed at the annual general meeting.

**MOTION: THAT the 2019 Audited Financial Statements be approved as stated at the Board of Directors March 12, 2020 meeting. Moved by Richard Butts; seconded by Paul Bent. Motion Approved.**

Richard Butts brought forward a motion to approve the Chamber Auditors.

**MOTION: THAT MNP LLP be appointed as the Auditors for the Halifax Chamber of Commerce for the period of May 2020 – May 2021. Moved by Richard Butts; seconded by Paul Bent. Motion Approved.**

1. **Ratification of the Actions of the Board in 2019-2020**

Cynthia Dorrington brought forward a motion to approve the Actions of the Board for 2019 - 2020.

**MOTION: THAT we approve the actions of the Board of Directors for 2019-2020. Moved by Cynthia Dorrington; seconded by Roger Boutilier. Motion Approved.**

1. **Thank You to Outgoing Board Members**

At this point Margaret Chapman, recognized the contribution of those Chamber members who are completing their terms as Board Directors.

Departing from the Board are:

* Cynthia Dorrington has served on the Board of Directors of the Chamber since 2013 from serving as Chair of the Human Resource and Governance Committee to Vice Chair, then Board Chair. Cynthia has brought considerable expertise to the Chamber. From 2018 – 2019 Cynthia was an influential and strong Chair of the Board. As well as past chair, Cynthia led the work of the nominating committee.
* Robert Dean, Partner, Tax and Business Advisory, MNP has served on the Board of Directors since 2016. Robert was an active and influential Chair of the Human Resource and Governance Committee since 2017.
* Paul Bent, Retired Partner, Grant Thornton has served on the Board of Directors since 2016 and was an active and influential Chair of the Fostering Private Sector Growth Task Force.
* Saeed El-Darahali, President and CEO, SimplyCast has served on the Board of Directors since 2016 and was an active member of the Membership Committee.

Margaret Chapman also thanked all the volunteers – noting they are vital to our success.

1. **New Business**

Margaret Chapman asked for any new business arising from the floor. There being none the agenda moved forward.

**12. Adjournment**

**MOTION: THAT the 2020 Annual General Meeting of the Halifax Chamber of Commerce is adjourned. Moved by Joanne Bernard; seconded by Ann Divine. Motion Approved.**