

Canadian Applied and Industrial Mathematics Society
Société Canadienne de Mathématiques Appliquées et Industrielles
 (the “Corporation”)

NOTICE OF ANNUAL GENERAL MEETING OF MEMBERS

June 13, 2023 at 13:00pm (Atlantic Time)

NOTICE IS HEREBY GIVEN that the annual general meeting of the members of the Corporation will be held hybrid (in person at the University of New Brunswick Campus, McLaggan Hall, 33 Dineen Drive, Fredericton, NB, E3B 5A3, and virtually via Zoom, address

<https://utoronto.zoom.us/j/81554973709>, Meeting ID: 815 5497 3709, Passcode: 234555) on the 13th day of June, 2023 at 13:00pm (Atlantic Time) for the following purposes:

1. To approve the minutes of the special meeting of the members of the Corporation held on January 18, 2023, attached as Schedule “A”;
2. To discuss business arising from the minutes of January 18, 2023;
3. To receive the following annual reports:
 - (a) Report of the President;
 - (b) Report of the President-Elect;
 - (c) Report of the Past-President;
 - (d) Report of the Treasurer;
 - (e) Report of the Secretary;
 - (f) Report of the Communications Officer; and
 - (g) Report of the Equity, Diversity, Inclusion and Membership Officer;
4. To receive an announcement of the 2023 CAIMS•SCMAI Awards recipients;
5. To receive an update on future annual meetings;
6. To receive the financial statements of the Corporation for the fiscal period ending January 31st, 2023; and the report of the Treasurer thereon;
7. To agree not to appoint a public accountant for the fiscal period ending January 31st, 2024; and to conduct a compilation report for the fiscal period ending January 31st, 2024 instead of an audit or review engagement,
 if the status of the Corporation and its revenues of the current year satisfy the appropriate conditions of the Canada Not-for-Profit Corporations Act.
8. To confirm the election of the board of directors and officers of the Corporation;

9. To transact such other business as may properly be brought before the meeting or any adjournments thereof.

Members are entitled to vote either at the meeting or by proxy. Members who are unable to be present at the meeting are requested to complete, date, sign and print their name on the Proxy and return same to the Corporation before the meeting.

DATED at Toronto, Ontario, on the 13th day of May, 2023.

By Order of the Board,

Secretary

Schedule “A”

Minutes of the CAIMS•SCMAI Special Meeting
Wednesday, January 18, 2023
via Zoom

**Minutes of the CAIMS•SCMAI Special Meeting,
Wednesday, January 18, 2023, 8:00 AM PDT, via Zoom**

Chairperson of the meeting: Rebecca Tyson
Secretary of the meeting: Christina Christara

1. Call to order and Introductions

The meeting was called to order at 8:00 AM PDT.

2. Establishment of Quorum

There were 20 members present at the start of the meeting, and one with proxy. Total 21. Quorum was established.

3. Constitution of Meeting

The Special Meeting was constituted.

4. Approval of Minutes from AGM from June 22, 2021

The minutes were given to the members on December 12, 2022, together with the Notice of Meeting.

MOTION to approve the minutes: moved by R. Tyson, seconded by T. Hillen, all in favour, carried.

5. Confirmation of the enactment of the amended general operating by-law (creation of the position of Equity, Diversity, Inclusion and Membership Officer, the associated elections procedure, and the duration of the term of office).

The President, R. Tyson, explained that the proposed amendments of by-laws, that were sent to the members on December 12, 2022, will help CAIMS place more emphasis on EDI, by establishing a Director position for EDI and Membership (EDIM Officer), as regular member of the Board and the Executive. We consulted a lawyer and finalized the motions to call.

MOTION: to approve the amendments of the general operating by-law, as given to the members in the Notice of Meeting (Schedule “B”).

Moved by R. Tyson, seconded by T. Hillen, 19/20 in favour, 1/20 against. Carried.

6. Update of the current number of directors

With the EDIM Officer, the number of directors increases from 12 to 13 (7 executive officers and 6 members-at-large).

MOTION: To fix the current number of directors to 13.

Moved by R. Tyson, seconded by D. Iron, 19/20 in favour, 1/20 abstain. Carried.

7. Appoint Amy Hurford as Interim EDIM Officer

Amy Hurford has been serving as the EDIM committee chair and working on EDI issues for about a year and a half, and participating in EO and BOD meetings as non-voting. Once she is appointed as Interim EDIM Officer, she will participate as regular member in the EO and BOD.

L. Campbell mentioned that Amy Hurford does not have to be “Interim”, but the term “Interim” essentially means that the duration of office is short (until next elections).

MOTION: to appoint Amy Hurford as Interim EDIM Officer until the 2023 election.

Moved by R. Tyson, seconded by F. Lutscher, 19/20 in favour, 1/20 abstain. Carried.

8. To allow CAIMS to conduct a compilation report for the financial statements 2022-23 instead of a review engagement, if the status of CAIMS and its revenues of the current year satisfy the appropriate conditions of the Canada Not-for-Profit Corporations Act.

The EO has learned that CAIMS, as a soliciting organisation with revenues under \$50K (2022-2023), can opt for a significantly less expensive form of financial reporting than that the review engagement selected at CAIMS AGM 2022, assuming a unanimous resolution of the members takes place.

MOTION: Given that CAIMS is deemed to be a “soliciting corporation” for 2022-2023, and the revenues satisfy the conditions in paragraph 2.5 item (a, i, A) of the Canada Not-for-Profit Corporations Act (that is, the revenues are less than or equal to \$50K), the Members agree not to appoint a public accountant, and proceed with a compilation report.

Moved by R. Tyson, seconded by T. Hillen, 19/20 in favour, 1/20 abstain. Carried.

9. Other business and Termination of the Meeting

There was no other business arising.

MOTION to close the meeting (8:45 AM PDT): moved R. Tyson, seconded by C. Christara, all in favour, carried.