



SUCCESSFUL WOMEN ALWAYS NETWORK

ANNUAL GENERAL MEETING

Thursday June 16, 2016

Brown's Socialhouse
1255 Lynn Valley Road,
North Vancouver BC

AGENDA

- 1.0 Meeting Call to Order**
- 2.0 Establish Quorum**
- 3.0 Motion to Approve Agenda**
- 4.0 Motion to approve Minutes of AGM held June 18, 2015**
See Schedule A – 2015 AGM Minutes
- 5.0 REPORTS**
 - 5.1. Report from the President/Chair**
See Schedule B
 - 5.2. Report from the Treasurer**
See Schedule C – 2105 Financial Statements
- 6.0 Election of Directors**
See Schedule D
- 7.0 Acknowledgement of Volunteers**
- 8.0 New Business**



SCHEDULE A

ANNUAL GENERAL MEETING MINUTES SUCCESSFUL WOMEN ALWAYS NETWORK SOCIETY JUNE 18, 2015

HELD: On Thursday, June 18, 2015 at 9.05 am at the Holiday Inn, 700 Old Lillooet Rd, North Vancouver

PRESENT: 26 Members, in person

CALL TO ORDER

Heather Walker welcomed the members and guests. The Annual General Meeting of the Successful Women Always Network Society was called to order at 9.05 am by Heather Walker, President.

ESTABLISH A QUORUM

A quorum was established.

APPROVAL OF AGENDA

It was moved, seconded and carried to approve the Agenda as presented in the Notice of the Meeting.

NON-MEMBERS ATTENDING ANNUAL GENERAL MEETING

It was moved, seconded and carried to allow non-members to attend the Annual General Meeting.

PREVIOUS MINUTES OF THE ANNUAL GENERAL MEETING

It was moved, seconded and carried to approve the minutes of the Annual General Meeting held on June 19th, 2014.

PRESIDENT'S REPORT

The President's Report was presented by Heather Walker, a copy of the report is included in the Annual General Meeting Handout.

It was moved, seconded and carried to approve the President's Report as presented.

TREASURER'S REPORT

The Treasurer's Report was presented by Julie Scott, a copy of the report and the Society's Financial Statements for the year ended December 31, 2014 are included in the Annual General Meeting Handout.

It was moved, seconded and carried to approve the Treasurer's Reports and 2014 Financial Statements as presented.

ELECTION OF DIRECTORS & MEMBERS-AT-LARGE

While the position of Vice President has been unfilled for a year, each of the current board members has taken on the various tasks required for this position. Having received no



nominations from the membership and as such, the Nominating Committee comprising of Heather Walker, Julie Scott and Joanne Mulhall decided that the Vice President position could remain unfilled until board members select a qualified candidate; remaining board members will continue to exercise all the powers of directors.

The Board has identified a need for a Director of Social Alliances and has created a Director position. This appointment will be held for the 2015-2016 SWAN year at which time this position will become eligible for re-election in 2016.

As stated in the Bylaws for the Successful Women Always Network Society:

Part 5 23 (1) The directors may at any time and from time to time appoint a member as a director to fill a vacancy in the directors.

On May 6, 2015, the Directors appointed Linda LeQuesne to the position of Social Alliances. Linda accepted the position.

The Nominating Committee's recommendations for your 2015/2016 Board of Directors and to continue to serve as your Directors are:

President – Heather Walker
Past President – Vacant
Vice President – Vacant
Secretary – Tamara MacDonald
Treasurer – Julie Scott
Communications Chair – Lara Hildebrandt
Membership Chair – Linda Mackie
Volunteer Chair – Diane Travis
Social Alliances Chair – Linda LeQuesne
Member-At-Large – Lisa Morris
Member-At-Large – Joanne Mulhall

It was moved, seconded and carried to close the nominations.

REPORT BY THE BOARD MEMBERS

Each of the Director's submitted a Bio, a copy of the Bios are included in the Annual General Meeting Handout.

ACKNOWLEDGMENT OF VOLUNTEERS

The President present the following volunteers with a small gift in recognition of their volunteer work at the breakfast meetings throughout the year:

Joanne Mulhall
Wing Piderman
Blanche Boyce
Monica Noel
Shirley Vollett



NEW BUSINESS

Following on from the Treasurer's Report, the board will be increasing the monthly meeting fees as follows:

	Early Bird	At the Door
Members	\$23.00	\$30.00
Guests	\$40.00	\$45.00

The board proposes that the annual membership fees are increased to \$125.00 with effect from September 1, 2015.

It was moved, seconded and carried to approve the proposed increase in annual membership fees to \$125.00 effective September 1, 2015.

ADJOURNMENT OF THE MEETING

The President declared the meeting adjourned at 9.35 am.



SCHEDULE B

SWAN 2015-2016

SWAN celebrated 21 years of “being in business” this year.

A tumultuous year, SWAN was challenged with decreasing membership numbers and a noticeable lack of meeting attendees. Together these tribulations played havoc with our meeting costs and caused a measure of anxiety each month for the Board Members.

“What are the numbers, what are the numbers?”

Creativity prevailed and SWAN attendees were rewarded with engaging meetings and business building opportunities, proof that loyalty and diligence pay off --- and it is not always a monetary measure of success. Positive comments and B2B kudos were shared at every meeting, endorsing SWAN’s Mission “to share resources and build relationships” and Purpose, “sharing common career goals and social concerns.”

To reduce costs, print and online advertising with the North Shore News was discontinued. A 6-month Meet-up trial was initiated, together with additional social media posts through our Facebook page. Members were regularly encouraged/reminded/cajoled to like and share posts.

To further reduce financial losses, the SWAN Board and 12 invited members visited Brown’s Socialhouse on April 8th to test the space, consider the acoustics, assess the atmosphere and share the possibility of how the venue might fit our meeting needs. Board members and guests were unanimous in agreement to move the meetings from the Holiday Inn to Brown’s effective June, 2016.

The SWAN Song, a 3-minute presentation opportunity by members continued this year. Intended to provide members with the chance to deliver an infomercial – and have the experience videotaped and posted on the SWAN website, several members took the challenge and declared it terrifyingly satisfying.

Again, SWAN Kudos are a testament to SWAN members commending the services of other members – demonstrating that B2B occurs and relationships continue after SWAN meetings end.



Speakers are a trademark of our meetings.

September – Mhairi Petrovic, Outsmarts Marketing

October – Isabell Mercier Turcott, LeapZone

November - Katherine Lazaruk, ICU Image Consulting Inc.

December - champagne breakfast and Panel Discussion with Diane Rolston, Lise Wile, Pamela Chatry, Roberta Perrin

January - cancelled

February – Speed networking

March – Kerry Brown, SuccessBiz Coach

April – Angela Rodenburgh, Ladder Up Inc. with Linda Mackie, Photography

May – Kristin Constable, Winning Coaching

June - AGM and TED talks with roundtable discussions

A Cocktail Party for members and guests on July 14th is being planned with proceeds to benefit SWAN's commitment to the Girls' Empowerment Camp through North Shore Women's Centre.

Board Members take a whole hearted interest in SWAN and because of their gusto, minutes get recorded, members become registered, communications get posted, money is counted, volunteers reach out, thanks get sent, pictures are taken and tasks get shared. The SWAN Board members are a dynamic team of let's-get-it-done'rs!



SWAN

SCHEDULE C

SUCCESSFUL WOMEN ALWAYS NETWORK SOCIETY

FINANCIAL STATEMENTS

(Unaudited)

FOR THE YEAR ENDED DECEMBER 31, 2015



**SUCCESSFUL WOMEN ALWAYS NETWORK SOCIETY
FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2015
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NOTICE TO READER

We have compiled the balance sheet of Successful Women Always Network Society as at December 31, 2015 and the statement of income for the year then ended from the information provided by management. We have not audited, reviewed, or otherwise attempted to verify the accuracy or completeness of such information. Readers are cautioned that these statements may not be appropriate for their purposes.

Acton Accounting & Bookkeeping, Inc.

Vancouver, B.C.

May 2016



SUCCESSFUL WOMEN ALWAYS NETWORK SOCIETY
STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2015
(Unaudited)

	2015	2014
Current Assets		
Cash	\$ 4,284	\$ 3,479
Inventory	865	892
	5,149	4,371
	\$ 5,149	\$ 4,371
Liabilities		
Accounts payable and accrued liabilities	\$ 650	\$ 650
Fund balance		
Unrestricted net assets	4,499	3,721
	4,499	3,721
	\$ 5,149	\$ 4,371



**SUCCESSFUL WOMEN ALWAYS NETWORK SOCIETY
STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCE
FOR THE YEAR ENDED DECEMBER 31, 2015
(Unaudited)**

	<u>2015</u>	<u>2014</u>
Revenue		
Members & Events Income	\$ 14,024	\$ 13,959
Donations	330	2,155
	<u>14,354</u>	<u>16,114</u>
Expenses		
Breakfast Event Cost	7,467	7,223
Executive Meeting Cost	1,408	315
Golf & Other Events Cost	600	2,650
Gift	122	467
Supplies	345	1,553
Web, Domain, Subscription	1,009	855
Donation	500	3,321
Advertisement	954	1,625
Accounting	683	607
Registration Fees	50	30
Bank Charge	439	447
	<u>13,577</u>	<u>19,092</u>
Excess of revenues over expenses	777	(2,978)
Fund balance, beginning	<u>3,722</u>	<u>6,700</u>
Fund balance, ending	<u>\$ 4,499</u>	<u>\$ 3,722</u>

SUCCESSFUL WOMEN ALWAYS NETWORK SOCIETY
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2015
(Unaudited)

1. Purposes of the Society

SUCCESSFUL WOMEN ALWAYS NETWORK SOCIETY was launched in North Vancouver, BC in 1994 as the "Business Women's Community Network" by Monika Kelly. The organization changed its name to "Successful Women Always Network" and Cathy Kuzel, with a group of like-minded visionary women, built SWAN into the organization we have today and it is completely volunteer-run.

SWAN was incorporated on Jan 10, 2012 under the Society Act of British Columbia and is registered Non Profit under the Income Tax Act.

SWAN was established to bring together a diverse group of professional women and to provide a welcome environment for sharing common career goals and social concerns. SWAN provides an opportunity for those women who want to take command of their personal and professional futures by developing contacts through networking.

2. Financial Instruments

SWAN's financial instruments consist of cash, accounts receivable, prepaid expenses, inventory and accounts payable. Unless otherwise noted, it is management's opinion that SWAN is not exposed to significant interest, currency or credit risks arising from these financial instruments. The fair value of these financial instruments approximates their carry values, unless otherwise noted.

Report from the Treasurer

A lot of blood, sweat and tears went into steering the financial path for SWAN in 2015. It was worth it, as we succeeded in turning our previous year's deficit into a gain, a small one but still a gain.

Our biggest challenge was to encourage as many members to attend the meetings. As you can see, the Holiday Inn costs out-weigh the costs of our meetings. The Executive Meeting Cost in the Income Statement is the cost of the Speed Networking Event.

Our Website costs went up during this year. A part from routine maintenance, we experienced many issues which could only be solved by an IT Tech. The Website is complicated and time consuming. The board has decided to build a new, user-friendly and easy to manage Website. By doing this, we will be reducing our support costs dramatically.

Moving forward in 2016, our May 2016 Breakfast Meeting was the last meeting to take place at the Holiday Inn. We have now have a new home at Browns SocialHouse, Lynn Valley. The venue is smaller to accommodate our smaller membership numbers. The commute to this location will be much easier for members and guests.

As of May 2016, we are once again in a deficit position due to January's meeting being cancelled (2 attendees + board) and having to pay the Holiday Inn a hefty cancellation fee. Only 13 people attended our May Breakfast Meeting and we were committed to pay for a minimum of 20 people.

Members, our attendance at meetings are dropping and so are our membership numbers. We need all of you to spread the word about SWAN, attend **your** meetings and bring as many guests you can to keep the group going.

I will now answer any questions.

SCHEDULE D

In April of this year and in accordance with SWAN Bylaws (attached) there was a Call for Nominations. The Board resolved to acquit the Members-at-Large and Volunteer Coordinator Chair positions. The Board was in agreement, SWAN members will obligingly share these roles at the monthly meetings – in fact, this gesture is a long-standing SWAN credence.

The Nominating Committee, Heather Walker, Julie Scott, Lara Hildebrandt have accepted the following slate of Directors to serve for the 2016-2018 SWAN term. As the number of nominations equaled the number of Board positions available, there is no requirement for an election. All nominations are acclaimed.

President - Heather Walker

Past President – Vacant

Vice President – Trina Skare (NEW)

Secretary – Tamara MacDonald

Treasurer – Julie Scott

Communications Chair – Lara Hildebrandt

Membership Chair – Blanche Boyce (NEW)

Social Alliance Chair – Joanne Mulhall (NEW)