

Hello members of the Career Counsellors Chapter,

The time for our Annual General Meeting is nearing and there are proposed motions that we on the executive would like to inform you of in advance of the meeting. Included in this communication are the agenda for the AGM and a notice of two motions that will be floored during the meeting. The first is connected to a proposal presentation that will be held at the AGM on implementing a research grant fund. The second motion is to amend the chapter's bylaws to better reflect how we are organized since changing our executive structure to be more in line with the CCPA's executive structure.

We on the executive hope that many of you will be able to attend our AGM this year. We are in the process of sourcing some tasty local treats to entice you to our meeting and to help keep your energy going after a long conference day. However, we realize that there are several meetings happening at the same time this year. If you cannot attend the conference or the meeting the President's Report, Treasurer's Report, and the proposal are all expected to be placed on the Chapter's website for review in the days leading up to the AGM. Copies of these documents will be available at the meeting and at the Chapter Booth. If you have any questions or concerns regarding the upcoming conference or about the chapter please feel free to email me at the address below.

Hope to see you in Niagara Falls!

Sincerely,

Jessica Isenor
Career Counsellors Chapter President
jisenor@uottawa.ca

Notice of Motions

1. The Research Subcommittee of the Career Counsellors Chapter have put forward a proposal to institute a research grant program to be administered by the chapter executive. A written proposal of the project will be provided to members upon request and copies will be available at the AGM. A member of the Research Subcommittee will be making a presentation on this proposal at the AGM, outlining the pilot project's costs, structure, and scope. Following the presentation the following motion will be read, discussed, and voted on with possible amendments that may arise from the discussion:

MOTION: In an effort to promote research in the domain of career counselling, be it resolved that the Career Counsellors Chapter will implement the proposed pilot program called The Career Counsellors Chapter Research Grant for three years. A report will be presented at the 2016, 2017, and 2018 Chapter AGMs on the progress of the program. At the 2018 Chapter AGM a motion to either continue or terminate the program will be put forward for a member vote.

2. The chapter's constitution and bylaws need to be updated to reflect the current structure of the executive.

Current:

6. Executive

6.10 Election of Executive Members will be staggered with the President and the Treasurer being elected in one year and the President-Elect in the alternate year.

Proposed change:

Remove item 6.10 from the bylaws of the Chapter Constitution.

Reason for change:

Due to past struggles to find people willing to stand for nomination and/or remain for a two year term commitment the election structure outline in the bylaws are not currently in practice. Additionally, since transitioning from the title Vice-President to President-Elect in 2013 it is expected that the President-Elect will move into the President role once the current President's 2-year term is complete. Therefore the positions of President-Elect, President, and Past President transition together rather than stagger.

Current:

7. Duties of the Officers

7.3 Treasurer: The Secretary/Treasurer shall keep accurate accounts of monies received and dispersed by the Chapter and shall be responsible for the preparation and presentation of the Executive of an annual budget.

Proposed change:

7. Duties of the Officers

7.3 Treasurer: The ~~Secretary~~/Treasurer shall keep accurate accounts of monies received and dispersed by the Chapter and shall be responsible for the preparation and presentation of the Executive of an annual budget.

Reason for change:

The Chapter Executive has not required the Treasurer to take on the duties of Secretary for a number of years. A minute taker is appointed at the first meeting post Chapter AGM and others on the executive will step in when the appointed member is unable to fulfill this duty.

MOTION: To accept these changes to the Career Counsellors Chapter Constitution and Bylaws as presented.

**Career Counsellors Chapter
Annual General Meeting
May 20th, 2015 4:45 p.m. to 6:00 p.m.**

Agenda

1. Welcome and Call to Order
2. Introduce Chapter Executive Members in attendance
3. Establish quorum
4. Approval of minutes from 2014 Chapter AGM
5. President's Report
6. Treasurer's Report
7. Research Subcommittee's Proposal Presentation by Jo-Anne Willment
8. Discussion regarding the proposed Career Counsellors Chapter Research Grant Pilot Program
9. Motion to implement The Career Counsellors Chapter Research Grant Pilot Program
10. Motion to amend the Career Counsellors Chapter Constitution and Bylaws
11. New business arising
12. Confirm executive members for 2015 -2016
13. Member discussion on chapter priorities
14. Motion to adjourn the meeting