

**AIBA**  
**Alberta Introductory Biology Association**  
**Annual Meeting**  
Tuesday, May 9, 2016  
Red Deer College  
**Minutes**

**Members in Attendance:**

Heather Addy (UofC), Carmen Allen (Athabasca), Shannon Brown (RDC), Robert Cuny (Lakeland), Christina Elliott (MacEwan), Tonya Falcao (MRU), Erin Fleming, MacEwan), Delsa Fluney (Lakeland), Brittaney Frank (RDC), Sheryl Gares, (Augustana), Gary Grothman (St. Mary's), Neil Haave (Augustana), Louise Hahn (UofC), Kimberly Harcombe (MacEwan), Dorothy Hill (MRU), Melissa Hills (MacEwan), Carol Gibbons Kroeker (Ambrose), Manon LePage, Nancy McInerney (RDC), Anne McIntosh (Augustana), Mary Ann McLean (St. Mary's), Randi Mewhort (MacEwan), Todd Nickle (MRU), Peggy O'Sullivan (MHC), Lisa Prichard, (MacEwan), Fiona Rawling (UofT), Jody Rintoul (Augustana), Ruth Pickett Seltner (MRU), Sally Stuart (RDC), Carla Starchuk (UofA),

**Recording Secretary:** Peggy O'Sullivan (MHC)

**1.0 Call to Order**

Todd Nickle, President called the business meeting to order at 4:04 pm.

**2.0 Approval of Agenda**

2016 AIBA Annual Business Meeting Agenda

Motion: Neil Haave  
Seconded: Carol Kroeker

**CARRIED**

**3.0 Approval of Past Minutes**

Minutes of 2015 Annual Meeting held at Mount Royal University posted at:  
<http://aiba.ca/documents.html>

Motion: Gary Grothman  
Seconded: Anne MacIntosh

**CARRIED**

**4.0 (a) President's Report**

- (i) Registration payments accepted via Pay Pal or cheque  
Future E-mail transfers of payments to be investigated by Todd

- (ii) Thanks to Fiona Rawling on inspiring workshop of Identifying and Overcoming Barriers to STEM Learning at this year's AIBA Conference
- (iii) Neal Haave suggested an earlier deadline and call for papers for speakers at future AIBA conferences. The Committee will choose speakers from submitted papers in the future. Papers would be peer reviewed.
- (iv) AIBA name change was suggested since the name implies that the organization is only concerned with the teaching of introductory biology courses in Alberta, which is not the case. Names to be suggested and an online vote of members will be held.  
Members were asked to NOT Google search names since this drives up the cost of the chosen name.

**(b) Treasurer's Report**

Dorothy Hill (MRU) presented the AIBA Statement of Revenues and Expenses for the year ending December 31, 2015 (attached). She mentioned that the report was prepared with the assistance of Rafik Kurji, Accountant and Member of Board.

- (i)** Motion to accept the Treasurer's report:

Motion: Nancy MacInerney  
 Seconded: Anne MacIntosh **CARRIED**

- (ii)** Auditor for AIBA accounts:  
 Rafik Kurji (CMA) appointed as auditor for AIBA accounts for the year 2016.

Motion: Neil Haave  
 Seconded: Dorothy Hill **CARRIED**

**5.0 New Business**

**(a) Election of New Members of the Board**

Two new members of the board were elected to replace the two outgoing members of the board, whose three-year terms were up – Peggy O'Sullivan (Secretary) and Dorothy Hill (Treasurer).

Nominations for Members of the Board: Jody Rintoul and Melissa Hill.

Motion to accept slate of officers as nominated:  
 Motion: Anne MacIntosh  
 Seconded: Sheryl Gares **CARRIED**

Motion that Nominations cease:  
Motion: Neil Haave  
Seconded: Nancy McInerney **CARRIED**

Motion to accept slate of officers as accepted:  
Motion: Neil Haave)  
Seconded: Nancy McInerney **CARRIED**

Welcome Members of the Board for 3-year terms:  
Jody Rintoul - Augustana (UofA)  
Melissa Hill - MacEwan

**(b) AIBA 2017 Annual Meeting**

will Neil Haave gave notice that Augustana, UofA A, Camrose Red Deer host the 2017 AIBA annual meeting and conference on May 3, 2017. The ACURIT conference will follow on May 4 & 5, 2017. ACAT will precede the conference in Camrose as is the usual case. Neil suggested imposing a conference fee of \$25.00 in future.

**6.0 Adjournment**

**MOTION to ADJOURN:**  
Meeting Adjourned at 4:45 pm

Motion: Ruth Seltner  
Seconded: Tonya Falco **CARRIED**

**7.0 Special thanks to Shannon Brown, Nancy McInerney, Sally Stuart and RDC faculty and staff, 2016 AIBA conference organizers**

**Special thanks to our 2016 Sponsors:**

- Red Deer College (host)
- Nelson Education Ltd.
- Pearson Canada Inc., Pearson Education Canada, Penguin Group (Canada)
- MacMillan Learning
- Mount Royal University, Red Deer College, Grande Prairie Regional College, Lakeland College, University of Calgary, University of Alberta

Please see <http://aiba.ca/documents.html> for information on AIBA and the 2016 AIBA conference.

**ALBERTA INTRODUCTORY BIOLOGY ASSOCIATION (AIBA)  
STATEMENT OF REVENUES AND EXPENSES**

For the Year Ended 31 December, 2015

**REVENUES**

Memberships (29 @ \$30)  
Sponsorships (5 @ \$200 + 3 @ \$206.10)  
2014 Deferred Memberships & Sponsorships  
*Total Revenues*

**EXPENSES**

AIBA 2015 Conference Expenses:

- a.) Speaker Honorarium (Colin Monpetite; cheque 3)
- b.) Catering for coffee breaks and lunch (Upper Crust cheque 6)
- c.) Expenses incurred by host: conference supplies, photocopying, speaker gifts, food, cutlery (Carla Starchuk; c
- d.) Expenses incurred for social, organizer gifts, dinner for speakers, working lunch (Todd Nickle, cheque 8)
- e.) Mileage to-from airport; parking (Neil Haave; cheque 10)
- f.) Lunch with speakers on day of arrival (Doris Audet; cheque 11)

PayPal fees

*Total Expenditures*

**EXCESS OF REVENUES OVER EXPENDITURES**

**ALBERTA INTRODUCTORY BIOLOGY ASSOCIATION (AIBA)  
BALANCE SHEET**

For the Year Ended 31 December, 2015

ASSETS	2015	2014
Cash	3,254	4,236
<i>Total Assets</i>	3,254	4,236
 <b>LIABILITIES AND MEMBERS EQUITY</b>		
Liabilities		
Deferred Revenues	-	1,930
Accounts Payable	10	10

Members Equity	3,244	2,296
Total Liabilities and Members Equity	<u>3,254</u>	<u>4,236</u>

**ALBERTA INTRODUCTORY BIOLOGY ASSOCIATION (AIBA)  
AIBA 2015 Proposed and Realized Budgets**

REVENUES	<i>Proposed</i>	Realized
Deferred Revenues from previous year	1930	1930
Memberships	810	870
Sponsorships	1218	1618
<i>Total Revenues</i>	<u>3958</u>	<u>4418</u>
EXPENSES		
1. Visiting Speaker Expenses	500	539
2. Speaker Gifts	345	345
3. Photocopying and registration supplies	140	96
4. Coffee breaks and lunch during meeting	1241	1241
5. Evening social	446	446
6. Gifts of Appreciation for organizers	440	457
7. Meals (with keynote speakers/business lunch)	243	297
8. PayPal fees	47	49
9. <i>Travel Grant for an AIBA member to attend conference</i>	0	0
<i>Total Expenditures</i>	<u>3402</u>	<u>3471</u>
EXCESS OF REVENUES OVER EXPENDITURES	<u>556</u>	<u>948</u>

**ALBERTA INTRODUCTORY BIOLOGY ASSOCIATION (AIBA)  
AIBA BUDGET FOR 2015 AND PROPOSED BUDGETS FOR 2016 and 2017**

REVENUES	2015 Realized	2016 Proposed	2017 Proposed
Deferred Revenues from previous year	1930	0	0

Memberships	870	2100	202
Sponsorships	1618	1600	180
<i>Total Revenues</i>	<u>4418</u>	<u>3700</u>	<u>390</u>
<b>EXPENSES</b>			
Visiting Speaker Expenses	539	500	50
Speaker Gifts	345	350	20
Photocopying and registration supplies	96	140	10
Coffee breaks and lunch during meeting	1241	1500	160
Evening social	446	450	60
Gifts of Appreciation for organizers	457	150	10
Meals (with keynote speakers/business lunch)	297	0	
PayPal fees	49	100	10
<i>Travel Grant for an AIBA member to attend conference</i>	0	500	50
<i>Total Expenditures</i>	<u>3471</u>	<u>3690</u>	<u>380</u>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<u>948</u>	<u>10</u>	<u>10</u>