

AIBA
Alberta Introductory Biology Association
Annual Meeting

Tuesday, May 12, 2015
University of Alberta

Minutes

Members in Attendance:

Heather Addy (UofC), Nina Bernstein (MacEwan), David Bird (MRU), Nancy Brown (MHC), Robert Cuny (Lakeland), Mrinal Das (MacEwan), Kathy Davies (MacEwan), Tyler Donner (RDC), Martina Eckert (MRU), Christina Elliott (MacEwan), Erin Fleming, (MacEwan), Delsa Fluney (Lakeland), Carol Gibbons Kroeker (Ambrose), Maggie Haag (Honorary Member), Neil Haave (Augustana), Kimberly Harcombe (MacEwan), Pliny Hayes (RDC), Dorothy Hill (MRU), Melissa Hills (MacEwan), Sean Irwin (GPRC), , Mariola Maja Janowicz (Concordia), Keri McFarlane (The King's University), Nancy McInerney (RDC), Anne McIntosh (Augustana), MaryAnn McLean (St. Mary's), Randi Mewhort (MacEwan), Todd Nickle (MRU), Tracy O'Connor (MRU), Peggy O'Sullivan (MHC), Cindy Paszkowski (UofA), Jody Rintoul (Augustana), Tatiana Rogasevskaia (MRU), Carla Starchuk (UofA), Wendy Vanderwel (The King's University), Margot Williams (MRU).

Recording Secretary: Peggy O'Sullivan (MHC)

1.0 Call to Order

Todd Nickle, President called the business meeting to order at 12:38 pm.

2.0 Approval of Agenda

2015 AIBA Annual Business Meeting Agenda

Motion: Wendy Vanderwel (The King's University)

Seconded: Pliny Hayes (RDC)

CARRIED

3.0 Approval of Past Minutes

Minutes of 2014 Annual Meeting held at Mount Royal University posted at:

<https://www.dropbox.com/s/5o6o2uhcykdkwsj/AIBA2014%20minutes.docx?dl=0> or

on the AIBA "documents" tab <http://tinyurl.com/AB-biology>

Motion: Maggie Haag (Honorary Member)

Seconded: Tyler Donner (RDC)

CARRIED

4.0 (a) President's Report

(i) oCUBE

Todd Nickle reported on oCUBE: the Ontario Consortium of Undergraduate Biology Educators, Ontario's equivalent of AIBA, <http://ocube.wikispot.org/>. Todd reported that AIBA paid \$500 for Colin Monpetit from oCUBE to attend and present to the 2015 AIBA conference.

A discussion ensued regarding funds available for sending an AIBA member to oCUBE's annual 'unconference'.

The treasurer's report was asked to be moved up in the agenda.

(b) Treasurer's Report

Dorothy Hill (MRU) presented the AIBA Statement of Revenues and Expenses for the year ending December 31, 2014 (attached). She mentioned that the report was prepared with the assistance of Rafik Kurji, Accountant and former Member of the Board.

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

Motion: David Bird (MRU)

Seconded: Tracy O'Connor (MRU)

CARRIED

(ii) Auditor for AIBA accounts:

Rafik Kurji (CMA) was appointed as auditor for AIBA accounts for the year 2015.

(a) President's Report (cont'd...)

(ii) Motion to Allocate up to \$500 annually to bring in members of other organizations to promote interaction between like-groups and AIBA provided the AIBA bank account is over \$4000.

Motion: Neil Haavre (Augustana)

Seconded: Pliny Hayes (RDC)

CARRIED

Motion to provide up to \$1000 to send AIBA members to other organizations annually provided bank account is over \$4000.

Motion: Dorothy Hill (MRU)

Seconded: Carol Gibbons Kroeker (Ambrose)

A lengthy discussion ensued with several proposed amendments to the motion: that AIBA set aside \$1000 to send an AIBA member to other

organizations, the mechanism of choice of candidate to be determined and the person to report back to the organization on returning to the board. It was decided that Nancy McInerney and Dorothy Hill will set up a budget. The budget and above motion will be sent to the membership electronically for vote by June 2015.

* Note that the executive decided to discuss Travel Grants at the 2016 General Meeting. No grants were funded for 2015.*

Motion to present the proposed budget and motion to the membership for vote by June 2015.

Motion: David Bird (MRU)

Seconded: Neil Haave (Augustana)

CARRIED

(iii) Canadian Anti-spam Legislation (CASL)

Todd will create an online form so that members can opt-in to have e-mails sent to them so we are in compliance with CASL.

(iv) AIBA Bylaw Change

Todd asked for a motion to strike article 4.3.3. from AIBA bylaws in order to best reconcile AIBA annual financial records with memberships, which states that: "The annual membership fees must be paid on or before January 1 of every year".

Motion to remove Bylaw 4.3.3.

Motion: Nancy McInerney (RDC)

Seconded: Tracy O'Connor (Augustana)

CARRIED

(c) Vice President's Report

Todd turned over the floor to Maggie Haag who recognized Pliny Hayes as an outgoing member of the board. She thanked Pliny for his hard work with AIBA and wished him well in his retirement. He joins Maggie as an honorary member of AIBA.

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 – Todd Nickle (President), and Pliny Hayes (Vice-President).

Nominations for Members of the Board: Heather Addy and Todd Nickle

Motion to accept slate of officers as nominated:

Motion: Nancy McInerney (RDC)
Seconded: Maggie Haag (Honorary Member) **CARRIED**

Motions that Nominations cease:
Motion: Neil Haave (Augustana)
Seconded: Dorothy Hill (MRU) **CARRIED**

Motion to accept slate of officers as accepted:
Motion: Neil Haave (Augustana)
Seconded: Heather Addy (UofC) **CARRIED**

Welcome Members of the Board for 3-year terms:
Heather Addy (UofC)
Todd Nickle (MRU)

(b) Election of President

According to AIBA bylaws, the president is elected directly by the members.

Nomination of Todd Nickle as AIBA President for a second term.

Motion: Neil Haave (Augustana)
Seconded: Heather Addy (UofC) **CARRIED**

(c) AIBA 2016 Annual Meeting

Todd mentioned that Red Deer College will be holding the 2016 AIBA annual meeting and conference. Nancy McInerney will be organizing the conference.

6.0 Adjournment

MOTION to ADJOURN:
Meeting Adjourned at 1:45 pm

Motion: David Bird (MRU)
Seconded: Dorothy Hill (MRU) **CARRIED**

7.0 Special thanks to Carla Starchuk (UofA) and Neil Haave (Augustana) – 2015 AIBA conference organizers

Special thanks to our 2015 Sponsors:

- University of Alberta (host)
- Nelson Education Ltd.

- Pearson Canada Inc., Pearson Education Canada, Penquin Group (Canada)
- Sapling Learning
- Mount Royal University, Red Deer College, Grande Prairie Regional College, Medicine Hat College, MacEwan University, Lakeland College, University of Calgary

Agenda for 2015 AIBA Conference

http://www2.mtroyal.ca/~tnickle/AIBA/2015Meeting/2015AIBA_agenda.pdf

AIBA Statement of Revenues and Expenses:

ALBERTA INTRODUCTORY BIOLOGY ASSOCIATION (AIBA)
STATEMENT OF REVENUES AND EXPENSES
For the Year Ended 31 December, 2014

REVENUES	
Memberships (31 @ \$30)	930
Sponsorships (8 @ \$200 + 1 @ \$250)	1850
<i>Total Revenues</i>	<u>2780</u>
EXPENSES	
AIBA 2014 Conference Keynote Speaker Honoriaum	2000
AIBA 2014 conference book gift to other speakers	386
AIBA 2014 expenses incurred by host (MRU Biology)	80
Gifts for Admin. Assistants (flowers)	128
PayPal fees	41
<i>Total Expenditures</i>	<u>2635</u>
EXCESS OF REVENUES OVER EXPENDITURES	<u>145</u>

ALBERTA INTRODUCTORY BIOLOGY ASSOCIATION (AIBA)
BALANCE SHEET
For the Year Ended 31 December, 2014

ASSETS	
Cash	4236
Accounts Receivable	0
<i>Total Assets</i>	<u>4236</u>
LIABILITIES AND MEMBERS EQUITY	
Liabilities	
Deferred Revenues	1930
Accounts Payable	10
Members Equity	2296
<i>Total Liabilities and Members Equity</i>	<u>4236</u>