



**CSAAC Annual Meeting
Wednesday May 30th, 2012
Keystone Centre
Brandon, Manitoba.**

Draft Minutes

The Minutes of the Montreal meeting was Approved by the Members at the Annual meeting, Brandon, May 30, 2012.

Note: These Minutes include only action items and Motions.

Participants

A list of participants is appended. There were 42 participants. There were 29 members present who were eligible to vote, representing 71% of total members eligible to vote.

Acknowledgement of Past President: President Betty Girard, acknowledge past presidents, Dianne Gilhuly and Cathy Breadner.

Call to Order

The Annual Meeting was convened at 1:00 pm, Chaired by President Betty Girard.

Approval of Minutes of last Annual Meeting

The Chair asked for comments on the minutes of the meeting held on June 29th, 2011, in Montreal, Quebec. There were no comments.

MOTION (G. Green, Seconded by – C. Breadner) ... to approve the Annual Meeting Minutes.
CARRIED.

Approval of 2010/2011 Financial Report

The 2010/11 Financial Report and the 2011/12 budget were presented by F. Lewis. A copy of the report as presented is attached.

MOTION (Cathie Ornowka, seconded by Krista Erickson) ... to approve the 2010-2011 Financial Report. CARRIED.

Approval of BDO as the financial auditors for 2012/13.

Motion (Crystal Dentman, seconded by Ken Penner). Carried.

By-Law amendments: There were no By-Laws to be voted on.

New Business: Members voted on the proposed changes to the M&P. Two were withdrawn and the others were passed.

Next Annual Meeting

The next Annual Meeting will be in Saskatoon, Saskatchewan. May 27th to 29th, 2013.

Board of Directors 2012-2014

The Board members are:

President. Betty Girard. Brandon MB

1st Vice-President. Christine DeRooy, Hyland Seeds, Blenheim ON

2nd Vice-President. Crystal Dentman, BioVision Seed Labs, Edmonton, AB.

Membership Chair. Cathie Ornowka, Canadian Seed Coaters, North Battleford, Saskatchewan.

Past President. Dianne Gilhuly, Kent Agri Lab, Tupperville ON
Eastern Director. Annette Charlton. Pioneer Hi-Bred Production Ltd , Chatham ON
Central Director. Krista Erickson, Accu-Test Seed Lab, Rivers, Manitoba.
Western Director. Morgan Webb. SeedCheck Technologies, Leduc AB
US Director. Vacant

Chantal Lecavalier: was invited to participate in Board meeting as the Quebec representative.

Adjournment

MOTION: Terry McIntee, seconded by Dianne Gilhuly that the 2012 Annual Meeting be adjourned.
 CARRIED

President Dianne Gilhuly closed the meeting at 4:00 pm.

Attached: CSAAC Accounts and Budget for 2010/11
 List of Annual Meeting participants

Actuals and Budget for Fiscal Year 2010/11

	Actuals	Budget	Actuals	Budget
	2009/10	2010/11	2010/11	2011/12
Income				
Annual Meeting Revenue	6,847	6,700	6,300	7,125
Donations income	-	-	4,007	-
Interest Revenue	116	100	392	100
Miscellaneous Income	37	100	300	100
Promotion Revenue	100	400	499	300
Seal Revenue	1,199	600	150	600
Total Membership Dues	28,382	31,390	29,048	29,245
ISST Membership Dues	-	0	-	-
Workshop Revenue	6,847	6,500	5,629	7,125
Total Income	43,528	45,790	46,109	44,595
Expense				
Board and Annual Meeting	5,118	6,000	6,690	5,000
Bank Charges	186	170	213	170
Total Board Expense	0	4,370	2031	5,100
Total Committee Expense	1,255	1,500	-	400
Communications	1,672	1,400	1,627	1,800
Equipment Purchase	386	500	-	1,500
Equipment Rental	0	300	300	500
Equipment Repair & Maint.	0	0	204	100
Total Executive Director	14,611	15,000	12,993	15,500
Misc. Expense	432	400	287	150
Office and Supplies	1,063	1500	1,400	1,300
Total Professional Fees	6,308	7,500	7823	8,500

Promotion Expense	0	-	-	-
Seal Expense	452	300	-	300
Total Special Projects	0	2,000	-	2,000
ISST Membership Dues	0	0	-	0
Workshop Expense	905	4,500	2990	1,500
Total Expense	32,388	45,440	36,579	43,820
Net Income	11,140	350	9,530	775

CSAAC Investment Account

CSAAC maintains an investment account to hold reserves. The account is the RBC Canadian Money Market Fund. Amounts in the fund:

October 31, 2007	\$41,289
October 31, 2008	\$53,030
October 31, 2009	\$58,578
October 31, 2010	\$ 58,631
October 31, 2011	\$ 59,179

Notes on Financial Statement Fiscal Year 2010-2011

Income: Revenue from Membership dues up slightly.
Revenue from “Donations” and “Silent Auction” up significantly.

Expenses: Board and Annual Meeting expenses up slightly, but not significant.

Committee expenses were down. Reduced activity in committee work.

Communication costs up slightly.

Professional fees up slightly.

Special projects fees significantly lower than budget estimate
because a planned upgrade of the website was not initiated.

F. Lewis
Executive Director
June 20, 2011



CSAAC Annual Meeting, Brandon, 2012 Registered Participants

Last Name	First Name	Company	Town
Baraniski	Shirley	Discovery Seed Labs	Saskatoon, SK
Begum	Hosna Ara	BioVision Seed Labs	Edmonton, AB
Bhatti	Amarjit	Dyck Seed Lab	Elie, MB
Breadner	Cathy	Canadian Seed Laboratories Ltd.	Lindsay ON
Buhler	Loretta	Ag Seed Lab	Carrot River, SK
Charlton	Annette	Pioneer Hi-Bred Production Ltd.	Chatham ON
Corvalan	Sherry	Precision Seed Testing	Beaverlodge, AB
Dary	Joyce	BioVision Seed Labs	Edmonton, AB
Dentman	Crystal	Biovision Seed Labs	Edmonton AB
Denysuik	Nancy	Ag Seed Lab	Carrot River, SK
DeRooy	Christine	Hyland Seed Quality Laboratory	Blenheim ON
Drost	Willy	CFIA-Seed Section	Ottawa, ON.
Duncan	Leanne	CFIA	Saskatoon. SK
Erickson	Krista	Acuu-Test Seed Laboratory	Rivers, Manitoba.
Ernest	Bonnie	Praire Diagnostic Seed Lab	Weyburn, MB
Gerrard	Dorothy	Acuu-Test Seed Laboratory	Rivers, Manitoba.
Gilhuly	Dianne	Kent Agri Lab Ltd.	Tupperville ON
Girard	Betty		Brandon MB
Green	Bryan	Integrity Seed Lab Ltd.	Winnipeg, MB
Green	Glen	Integrity Seed Lab Ltd.	Winnipeg, MB
Gurr-Kanski	Sharla	Mckenzie Seeds	Brandon, MB
Hinke	Joanne	CFIA Seed Lab	Saskatoon SK
Kellam	Tammy	Pioneer Hi-Bred Production Ltd.	Chatham, ON.
Koehnlein	Jenny	CFIA Seed Lab	Saskatoon SK
Lecavalier	Chantal	La Coop fédérée	Longueuil QC
Lewis	Frank	CSAAC	Whitby ON
Lungul	Dawn	Viterra Seed Lab	Nipawin, SK
McGowan	John	Munktell Inc	Raliegh, NC
Moore	Bridgette	Kent Agri Lab Ltd.	Tupperville, ON
Murphy	Harold	Brett- Young	Winnipeg, MB
Ornawka	Cathie	Canadian Seed Coaters	North Battleford, SK.
Penner	Ken	BioVision Seed Labs	Winnipeg, MB
Perkins	Liza	Ag Seed Lab	Carrot River, SK
Stoner	Ken	Canadian Seed Institute	Nipawin, SK
Tallaire	Donna	Brett- Young	Winnipeg, M
Tétreault	Cécile	Synagri S.E.C./L.P.	Saint-Hyacinthe QC
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Wang	Ruojing	CFIA Seed Lab	Saskatoon SK
Webb	Morgan	Seed Check Technologies Inc.	Leduc AB
Zeghers	Don	Canadian Seed Growers Association	Holland, MB

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President

Date