

2019-05-15 AGM

Friday, May 24, 2019 8:08 AM



Attendees:

- | | | | | | |
|-------------------------------------|-------------------|-----------------------------------|-------------------------------------|------------------|---------------|
| <input checked="" type="checkbox"/> | Ryan Sonnenberg | President | <input type="checkbox"/> | Megan Finlay | Board Manager |
| <input checked="" type="checkbox"/> | Chris Barr | Vice President | <input type="checkbox"/> | Trina Larsen | Board Manager |
| <input checked="" type="checkbox"/> | Brent McCabe | Past President | <input type="checkbox"/> | Ian McGuinness | Board Manager |
| <input checked="" type="checkbox"/> | Sunil Nakai | Secretary | <input type="checkbox"/> | Randy Phung | Board Manager |
| <input checked="" type="checkbox"/> | Josh Bornia | Treasurer | <input type="checkbox"/> | Darven Smetaniuk | Board Manager |
| <input checked="" type="checkbox"/> | Ben Rajewski | Education | <input checked="" type="checkbox"/> | Colin Wright | Board Manager |
| <input type="checkbox"/> | Todd Shearer | Membership | | | |
| <input type="checkbox"/> | Steve Eriksen | Membership (Co-Chair) | | | |
| <input type="checkbox"/> | Raquel McAllister | Program | | | |
| <input type="checkbox"/> | Katy Evans | Program (Co-Chair) | | | |
| <input checked="" type="checkbox"/> | Derek Ginnell | Illumination Awards | | | |
| <input checked="" type="checkbox"/> | Colin Fair | Webmaster | | | |
| <input checked="" type="checkbox"/> | Lena Steinhouse | Emerging Professionals | | | |
| <input type="checkbox"/> | Alexey Kalinin | Emerging Professionals (Co-Chair) | | | |

Opening:

These minutes reflect the Annual General Meeting (AGM) of the Illuminating Engineering Society of North America IES West District No.6 Edmonton Region. AGM was commenced/called to order at 11:48 pm 2019-05-15; meeting was held at Alberta Infrastructure (6950 - 113 Street NW). AGM was chaired by Ryan Sonnenberg (President); additional remarks also from Chris Barr (Vice President); and local recognition and awards by Derek Ginnell (Awards Chair) and Sunil Nakai (Secretary).

Approval of Agenda

No Agenda was sent out ahead of time, however the 2018 AGM Minutes were distributed to form the 'AGM 2019 Information Package'. The Agenda that was presented at the beginning of the 2019 AGM has been attached to the end of these minutes.

Approval of Minutes

Acceptance of the meeting minutes from the 2018-05-23 AGM (motioned: Brent M.; seconded: Sunil N.; accepted: All).

Open Issues

Item	Discussion/Resolution	Action By
------	-----------------------	-----------

1. Welcoming Remarks and Introductions

2. Review of Proposed Agenda

3.1 Revisions/Other	None.	INFO
---------------------	-------	------

3. Review of 5-year plan + 2018/2019 IES Events

3.1 "Pillars of the IES 2019"	Communication Membership Education Financial Responsibility	INFO
3.2 Year in Review	Fundamentals of Lighting course. Experience Lab WELL Standard Round Table + Presentation Lighting w/ Visualization and Lighting Design (BIM) IES Speaker Rhomney-Forbes Gray's presentation on Retail Lighting Lighting Up! (upcoming) Annual Pitch 'n Putt Golf Tournament (upcoming) Reminder about monthly IES "live webinar" series that is available. Review again about the Education-based events that occurred this past year... Thanking of the current Board of Directors for their efforts in making the above events successful.	INFO
3.3 Award Entries (preliminary review)	Bird has the Ways (exterior - Dylan Toymaker) Scotia Place (exterior - Stantec) UofA Botanical Garden (exterior - Dialog) Calder Branch Library (interior - Williams Engineering) Reminder about the importance of taking pictures and submitting entries to promote the lighting industry and local design. Reminder about the IES regional & national awards that recently occurred (results not yet finalized).	INFO

4. Financial Update

<p>4.1 Introduction of the IES finances. Review of IES Financial 2018/2019 Report. Review of previous years' performance.</p>	INFO
<p>4.2 Accounts Balance as of 2019-05-13: \$11,466.60 Refer to (signed) Financial Report attached to these minutes.</p>	INFO
<p>4.3 Questions/Other Acceptance of the Financial Report from the 2019-05-15 AGM (motioned: Brent M.; seconded: Sunil N.; accepted: All).</p>	INFO

5. IES Board (Election of 2019/2020 Officers)

<p>5.1 Section Officer Review of responsibilities/expectations. Review of benefits.</p>	INFO																																																				
<p>5.2 Nominations/Elections are as follows:</p> <table border="1"> <thead> <tr> <th>Name</th> <th>Position</th> </tr> </thead> <tbody> <tr><td>Ryan Sonnenberg</td><td>President (2nd term)</td></tr> <tr><td>Chris Barr</td><td>Vice President (2nd term)</td></tr> <tr><td>Katy Evans</td><td>Treasurer (1st term)</td></tr> <tr><td>Derek Ginnell</td><td>Awards Chair (2nd term)</td></tr> <tr><td>Colin Fair</td><td>Communications (4th term)</td></tr> <tr><td>Benjamin Rajewski</td><td>Education Co-Chair (2nd term)</td></tr> <tr><td>Ryan Benvenuto</td><td>Education Co-Chair (1st term)</td></tr> <tr><td>Todd Shearer</td><td>Membership / Nominating Chair (2nd term)</td></tr> <tr><td>Megan Finley</td><td>Program Co-Chair (1st term)</td></tr> <tr><td>Lena Steinhouse</td><td>Program Co-Chair (1st term)</td></tr> <tr><td>Sunil Nakai</td><td>Secretary</td></tr> <tr><td>n</td><td>Membership / Nominating co-Chair</td></tr> </tbody> </table> <table border="1"> <thead> <tr> <th>Name</th> <th>Position</th> </tr> </thead> <tbody> <tr><td>Brent McCabe</td><td>Board Member/Director</td></tr> <tr><td>Trina Larsen</td><td>Board Member/Director</td></tr> <tr><td>Steve Eriksen</td><td>Board Member/Director</td></tr> <tr><td>Ian McGuinness</td><td>Board Member/Director</td></tr> <tr><td>Randy Phung</td><td>Board Member/Director</td></tr> <tr><td>Darven Smetaniuk</td><td>Board Member/Director</td></tr> <tr><td>Colin Wright</td><td>Board Member/Director</td></tr> <tr><td>Krista Wright</td><td>Board Member/Director</td></tr> <tr><td>Josh Bornia</td><td>Board Member/Director</td></tr> </tbody> </table> <table border="1"> <thead> <tr> <th>Members and Public at large</th> <th>(unelected/unofficial)</th> </tr> </thead> <tbody> <tr><td>Ken Glowinski</td><td>Dylan Toymaker</td></tr> <tr><td>Glenn Stowkowy</td><td>Lance Warner</td></tr> </tbody> </table>	Name	Position	Ryan Sonnenberg	President (2nd term)	Chris Barr	Vice President (2nd term)	Katy Evans	Treasurer (1st term)	Derek Ginnell	Awards Chair (2nd term)	Colin Fair	Communications (4th term)	Benjamin Rajewski	Education Co-Chair (2nd term)	Ryan Benvenuto	Education Co-Chair (1st term)	Todd Shearer	Membership / Nominating Chair (2nd term)	Megan Finley	Program Co-Chair (1st term)	Lena Steinhouse	Program Co-Chair (1st term)	Sunil Nakai	Secretary	n	Membership / Nominating co-Chair	Name	Position	Brent McCabe	Board Member/Director	Trina Larsen	Board Member/Director	Steve Eriksen	Board Member/Director	Ian McGuinness	Board Member/Director	Randy Phung	Board Member/Director	Darven Smetaniuk	Board Member/Director	Colin Wright	Board Member/Director	Krista Wright	Board Member/Director	Josh Bornia	Board Member/Director	Members and Public at large	(unelected/unofficial)	Ken Glowinski	Dylan Toymaker	Glenn Stowkowy	Lance Warner	INFO
Name	Position																																																				
Ryan Sonnenberg	President (2nd term)																																																				
Chris Barr	Vice President (2nd term)																																																				
Katy Evans	Treasurer (1st term)																																																				
Derek Ginnell	Awards Chair (2nd term)																																																				
Colin Fair	Communications (4th term)																																																				
Benjamin Rajewski	Education Co-Chair (2nd term)																																																				
Ryan Benvenuto	Education Co-Chair (1st term)																																																				
Todd Shearer	Membership / Nominating Chair (2nd term)																																																				
Megan Finley	Program Co-Chair (1st term)																																																				
Lena Steinhouse	Program Co-Chair (1st term)																																																				
Sunil Nakai	Secretary																																																				
n	Membership / Nominating co-Chair																																																				
Name	Position																																																				
Brent McCabe	Board Member/Director																																																				
Trina Larsen	Board Member/Director																																																				
Steve Eriksen	Board Member/Director																																																				
Ian McGuinness	Board Member/Director																																																				
Randy Phung	Board Member/Director																																																				
Darven Smetaniuk	Board Member/Director																																																				
Colin Wright	Board Member/Director																																																				
Krista Wright	Board Member/Director																																																				
Josh Bornia	Board Member/Director																																																				
Members and Public at large	(unelected/unofficial)																																																				
Ken Glowinski	Dylan Toymaker																																																				
Glenn Stowkowy	Lance Warner																																																				

6. Awards

<p>6.1 Local Lighting Awards WINNER EXTERIOR = Bird has the Ways (exterior - Dylan Toymaker) WINNER INTERIOR = Calder Branch Library (interior - Williams Engineering) Other entries: Scotia Place (exterior - Stantec) UofA Botanical Garden (exterior - Dialog) Certificates of recognition provided to both winners.</p>	INFO
<p>6.2 Other Awards WINNER DOOR PRIZE = Lena Steinhouse (AES) - \$100 gift card WINNER SUBMISSION/AWARD PARTICIPANT = Ryan Benvenuto (Stantec) - Digital light meter given out as prize.</p>	

7. Questions/Close-out

<p>7.1 Review of upcoming local IES events... Lighten Up! Annual Pitch 'n Putt Golf Tournament</p>	INFO
<p>7.2 5-YEAR PLAN UPDATES... Board to meet over the Summer of 2019 to review and update</p>	INFO

7.1 Future events (Fall 2019)...

Advanced Education courses in the Fall of 2019 (as opposed to Fundamentals of Lighting being offered)
Request for feedback from those in attendance about what they would like to see for future events/education.

INFO

Closing:

Meeting adjourned at 12:35pm.

Refer to pages that follow for Agenda and Financial Report.



AGM 2019
(Agenda S...



AGM 2019
(Financial ...



AGM -
IESNA Fin...

Agenda

- Welcome & Agenda, Northern Lighting Awards Introduction
- Review Annual Goals & 5 Year Plan
- A Year in Review 2018/2019
- Northern Lighting Award Voting & Intermission
- Annual General Meeting Presentation
Review and acceptance of 2018 AGM minutes
Election of 2019/2020 Board of Directors and Officers
- Voter Prize Draw - \$100 Gift Card
- Submitter Prize Draw – LED Light Meter
- Northern Lights Award Winners
- Closing remarks from 2018/2019 IES Section 79 President
- Adjourned

AGM 2018/2019 Financial Report

IESNA SECTION FINANCIAL REPORT

Illuminating Engineering Society Edmonton Section #79
SECTION NAME: WEST DISTRICT NUMBER: 6

Section Treasurer: Josh Borna
Period May 16, 2018 - May 13, 2019

REVENUE

	<u>Column A</u>	<u>Column B</u>
1. Balance brought forward from previous report, May 16,2018 (include all cash, investments, etc. at cost).		<u>\$ 4,655.19</u>
2. Revenue (if exceeds \$200, please indicate breakdown below, use reverse side if necessary)		
3. IES - Special Events	\$ 9,705.00	
4. Educational- IES Training Courses - Fundamentals of Lighting	\$ 9,800.00	
5. Educational - Webinars	\$ -	
6. Other—	\$ -	
7. Annual Membership Rebate IES	\$ 652.16	
REVENUE Subtotal —total all income, enter in columns A and B	<u>\$ 20,157.16</u>	<u>\$ 20,157.16</u>
8. TOTAL REVENUE —(Add items) enter in column B		<u>\$ 24,812.35</u>

EXPENSES

1. EXPENSES: Misc Expenses see list on page 2.	\$ -	
2. Business meetings	\$ (308.75)	
3. IES - Special Events - lunch and learns, tours, etc	\$ (11,855.80)	
4. Educational- IES Training Courses	\$ (100.00)	
5. Stationary, postage, literature	\$ (37.53)	
6. Fees	\$ (62.94)	
7. Advertising	\$ (405.56)	
8. IES Local Northern Light Awards / Lifetime Achievement Award	\$ (575.17)	
	\$ -	
EXPENSES Subtotal —(Add items) enter in columns A and B	<u>\$ (13,345.75)</u>	<u>\$ (13,345.75)</u>

Bank Balance as of May 13, 2019 \$ 11,466.60



Section 79

IESNA SECTION FINANCIAL REPORT

Illuminating Engineering Society Edmonton Section #79
 SECTION NAME: WEST DISTRICT NUMBER: 6

Section Treasurer: Josh Borna
 Period May 16, 2018 - May 13, 2019

REVENUE

	<u>Column A</u>	<u>Column B</u>
1. Balance brought forward from previous report, May 16,2018 (include all cash, investments, etc. at cost).		<u>\$ 4,655.19</u>
2. Revenue (if exceeds \$200, please indicate breakdown below, use reverse side if necessary)		
3. IES - Special Events	\$ 9,705.00	
4. Educational- IES Training Courses - Fundamentals of Lighting	\$ 9,800.00	
5. Educational - Webinars	\$ -	
6. Other—	\$ -	
7. Annual Membership Rebate IES	\$ 652.16	
REVENUE Subtotal —total all income, enter in columns A and B	<u>\$ 20,157.16</u>	<u>\$ 20,157.16</u>
8. TOTAL REVENUE —(Add items) enter in column B		<u>\$ 24,812.35</u>

EXPENSES

1. EXPENSES: Misc Expenses see list on page 2.	\$ -	
2. Business meetings	\$ (308.75)	
3. IES - Special Events - lunch and learns, tours, etc	\$ (11,855.80)	
4. Educational- IES Training Courses	\$ (100.00)	
5. Stationary, postage, literature	\$ (37.53)	
6. Fees	\$ (62.94)	
7. Advertising	\$ (405.56)	
8. IES Local Northern Light Awards / Lifetime Achievement Award	\$ (575.17)	
	\$ -	
EXPENSES Subtotal —(Add items) enter in columns A and B	<u>\$ (13,345.75)</u>	<u>\$ (13,345.75)</u>

Bank Balance as of May 13, 2019

\$ 11,466.60

BALANCE for year ending May 13, 2019

Subtract item 21 from 12, enter in column B.

Note: Using reverse side—indicate a complete breakdown of line 1

Line 22 should reflect all cash, investments, etc., on hand, at cost as of date issued

\$ 11,466.60

Bank Balance

The preceding Financial Report has been reviewed and approved by the Section Board of Managers.

 Signature of Section Treasurer Date Signature of Section President Date

IESNA ANNUAL SECTION FINANCIAL REPORT - PAGE 2 of 2

REVENUE

Membership Rebate	\$	652.16
Event - IES Pitch & Putt	\$	3,050.00
Event - Outdoor Lighting Experience Lab	\$	1,565.00
Event - WELL Building Standard	\$	1,795.00
Event - BIM, Visualization, & Lighting Design	\$	1,510.00
Event - Retail Lighting - Romney Forbes	\$	1,785.00
Training - Fundamentals of Lighting	\$	9,800.00
Total	\$	<u>20,157.16</u>

EXPENSES

Event - IES Pitch & Putt	\$	(2,981.03)
Event - Outdoor Lighting Experience Lab	\$	(1,699.00)
Event - WELL Building Standard	\$	(2,610.78)
Event - BIM, Visualization, & Lighting Design	\$	(858.62)
Event - Retail Lighting - Romney Forbes	\$	(2,838.96)
Training - Honourarium for Lighting Comissioning Training	\$	(100.00)
2018 AGM	\$	(867.41)
Advertising - Web and Domain	\$	(405.56)
Meetings - 5 Year Planning	\$	(308.75)
Stationary, Postage, Literature	\$	(37.53)
Fees	\$	(62.94)
IES Local Northern Light Awards / Lifetime Achievement Award	\$	(575.17)

Total \$ (13,345.75)

BREAKDOWN OF ITEM 22 Cash In Bank

Mutual Funds	N/A
Bonds	N/A
Other Assets	N/A