

Mississippi Lakes Association

Notice of 2023 Annual General Meeting

1. Notice is hereby given that the 2023 Annual General Meeting (AGM) of the Mississippi Lakes Association (MLA) will take place on **Saturday, 17 June 2023, from 10 am to 12 noon.**

2. The meeting will be held in Brunton Hall, Beckwith Township municipal offices, 1702 9th Line, Beckwith, K7C-3P2, with electronic participation available via Zoom videoconferencing software. Participation is open to:

a. MLA members: who may do so in person, or via Zoom, or may exercise their right to vote in absentia by designating a Proxy. Procedures for e-attendance or for designating a Proxy are explained below; and

b. non-members: who may do so in person or via Zoom. Procedures for requesting a Zoom invitation are explained below.

ELECTRONIC ATTENDANCE VIA ZOOM

3. If you wish to attend the AGM by electronic means, send an email to the MLA at info@mlakes.org as soon as possible to request a Zoom meeting invitation. An invitation will be sent to you by email, giving all the necessary details for joining the AGM. Activate your invitation approximately ten minutes before the start of the AGM on 17 Jun 2023. You will be welcomed to the meeting and given further instructions at that time.

4. For MLA members, Zoom videoconferencing software will allow you to participate in the meeting, view the slide presentation, ask questions, vote, and otherwise fully exercise your rights as a member. E-voting procedures will be explained at the start of the AGM.

5. For non-members, you are most welcome to participate as a guest of the MLA. You will be able to view the slide presentation and to participate in the general discussion segment.

VOTING BY PROXY

6. Members who are not comfortable with attending the AGM in person, or who are otherwise unable to attend either in person or via Zoom, are highly encouraged to exercise their rights as members by designating a Proxy.

7. Please note the following important aspects of the Proxy. If you do not wish to designate the Director already listed on the Proxy Form, you have the right to name any other person you wish; there is a blank space on the Proxy Form to insert that preference. However, that person must be in attendance at the AGM, either in person or by electronic means, otherwise your Proxy will not count. The Board recommends that you indicate in detail how you wish to exercise your vote. Your Proxy has no choice but to honour your instructions, and therefore preserve your rights as a member.

8. To designate a Proxy, download and print the Proxy Form from the MLA website. Fill out and sign your Proxy and deliver it to the MLA Secretary by one of the following methods:

- a. **email** a scanned copy of your signed Proxy to secretary@mlakes.org;
- b. **snail mail** your signed Proxy to: Mississippi Lakes Association P.O. Box 27, Carleton Place, ON K7C-3P3; or
- c. **telephone** one of the two numbers provided below, and we will coordinate with you to pick up your signed Proxy.

9. The Proxy can be submitted as soon as you have decided how to vote on the Resolutions but must be received by the MLA no later than **16 June 2023**. You are reminded that your Proxy can only be counted if it is signed and properly filled out, and if the designated person attends the AGM either in person or by electronic means.

AGENDA

10. **Resolutions** - The meeting agenda will include the following to be voted upon:

- a. 2022 AGM MINUTES

Resolution: **to approve the Minutes of the 2022 AGM**

The 2022 AGM was held 16 Jul 2022 as a hybrid meeting using via Zoom software. The Minutes are posted on the MLA website for your review.

- b. ELECTION OF DIRECTORS

Resolution: **to elect or re-elect as Directors of the MLA for a two-year term starting Jun 2023:**

There are twelve Director positions on the MLA Board, of which five are currently unfilled. Five of the seven currently serving Directors will complete their term of service in 2023. This results in ten unfilled Board positions for which candidates can be nominated for election at the AGM. The two sources of nominations are:

- (a) the Director Nomination Committee; and
- (b) during the AGM.

Director Nomination Committee - The Board of Directors accepted the Committee's recommendations, being satisfied that the following candidates were qualified to fulfill the role of Directors as detailed in the job description:

Rob Bell has served on the Board since 2014, first as Vice-President then as President since 2015. He has been heavily involved in all aspects of MLA operations including the website and serving on various committees.

André Langlois has served on the Board since 2014 as Secretary and Vice-President, as well as interim Treasurer. He has participated in a wide range of MLA activities, notably the website and on the Boating Committee.

Brian Smith has served on the Board since 2021, with responsibility for Boating, Buoys, Water Safety and Facebook posts. In a previous life, Brian was a journalist with CBC Radio, a media relations consultant, and even a sailing instructor.

Graham Whitelaw has served on the Board since 2021, with responsibility for Municipal Relations. In March, he accepted the leadership of the Fundraising Committee. Before retiring in 2020, Graham held management and executive positions in manufacturing sales and operations in British Columbia and Ontario.

Nominations at the AGM - Individuals may volunteer or may be nominated by an MLA member "from the floor" at the AGM. These individuals must be in attendance, either in-person or participating via Zoom, and must indicate their acceptance of his/her nomination.

Because these nominees will not have been interviewed by the Nomination Committee, each will be requested to provide to the AGM a summary of their reasons and qualifications for wishing to

become an MLA Director and should be ready to respond to any questions that any member may wish to ask in this regard. Please refer to the MLA Director job description posted on the website.

c. OPERATIONAL BUDGET APPROVAL

Resolution: **to approve the MLA Budget for fiscal year 23/24**

The proposed budget has been approved by the Board and is posted on the MLA website for your review. This Resolution will permit the MLA to continue programs and services in accordance with its objectives.

The Financial Statements for the previous FY 22/23 will be posted to the MLA website for your review once the statements have been finalized. These will be available prior to the AGM; and

Resolution: **approve a contingency expenditure to a maximum of \$2,000 from the Reserve fund and/or the Operating Fund** for repairs or replacement of critical equipment, if capability is lost or impaired during this FY.

This will permit the Board to resolve in timely fashion losses of essential equipment including the boat, motor, and laptop to manage membership and finances, should this equipment become unserviceable.

d. CAPITAL BUDGET APPROVAL

Resolution: **approve the Capital Plan for the acquisition or replacement of capital assets**, as funds become available and on an opportunity basis as deemed appropriate by the Board.

This will permit the Board to take advantage of opportunities that arise to acquire or replace capital funds in a cost effective and timely manner.

11. **Team/Committee Reports** - The meeting agenda includes reports from each of the six MLA teams/committees, providing a summary of this past year's activities and an outlook on plans for the year ahead. The six teams are: Communications; Boating and Recreation; Environment; Private Roads; Fundraising; and Municipal Relations.

12. **Door prizes** - MLA members attending in person will be included in two separate draws for an MLA Mug.

DOCUMENTS FOR INSPECTION

13. The following documents are posted on the MLA website for review by members:

- a. 2023 AGM Proxy Form;
- b. 2022 AGM Minutes; and
- c. proposed Operational Budget for fiscal year 23/24.

14. The following documents will be posted to the MLA website for review by members once they have been finalized:

- a. Financial Statements for the previous FY (22/23); and
- d. Capital Plan updated for 2023.

CONTACT DETAILS

15. Should you require any help or further information:

please contact us:	by email at:	info@mlakes.org
	on Facebook at:	facebook.com
	by telephone at:	613-257-5292 613-253-4156