

# VISOA ANNUAL GENERAL MEETING

Sunday, March 5, 2023

1:00 – 1:45 PM

To be held electronically by Zoom. Pre-registration required.

Go to this link to register by noon on Friday March 3, 2023:

[https://us02web.zoom.us/webinar/register/5816759182229/WN\\_2fc309GFQWiMkxfAnIKIFg](https://us02web.zoom.us/webinar/register/5816759182229/WN_2fc309GFQWiMkxfAnIKIFg)

After registering, you will receive a confirmation email providing a link and instructions to join the meeting on March 5.

If you don't have access to a computer, please contact our office to register and receive instructions.

Office: (250) 920-0688 or toll-free 1 (855) 388-4762.

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**There will be a 5-minute break, then the webinar will take place from approximately 1:50 pm to 2:30 pm.**

***The Airbnb Problem: Strategies for stratas dealing with short-term accommodations***

*Speaker: Oscar Miklos, Refresh Law*

## VISOA ANNUAL GENERAL MEETING

**Sunday, March 5, 2023 - 1:00 to 1:45 PM**

### INTRODUCTION

The BC Societies Act allows a Society to hold an annual general meeting (AGM) electronically. VISOA's 2023 AGM is being held using Zoom.

Only individual and corporate members in good standing may attend the AGM and the webinar that follows. There is no charge to attend. If you're not sure if your membership is up-to-date, send an email to [membership@visoa.bc.ca](mailto:membership@visoa.bc.ca) or call our office at (250) 920-0688 or toll-free 1 (855) 388-4762.

Attendees must register online by noon on Friday, March 3, 2023. You will need your Strata Plan number (example VIS1234). After registering, you'll receive a confirmation email providing instructions to join the meeting. Staff will validate all registrants to ensure that they are current members and will cancel the registration of any persons not eligible to vote. Staff can manually reinstate a registration if the membership is in good standing.

To have a paper copy of the AGM notice package mailed to you, contact our office by February 21, 2023.

**If you don't have access to a computer**, please contact our office to register. Call (250) 920-0688 or toll-free 1 (855) 388-4762. We will provide instructions to join the meeting by phone.

On Sunday, March 5, 2023 please join the AGM a few minutes early **using the web link you receive in the Zoom confirmation email**. If you don't have a computer, tablet, or smart phone, you can join the meeting by dialing in from any phone, provided that you have preregistered.

At the beginning of the AGM, the chair will explain the meeting procedures. Voting will be conducted using the Zoom poll feature. Attendees who join the meeting by dialing in from a phone cannot use the Zoom poll feature but may submit their vote to the chair by pressing \*9 (raise hand) on their phone. Please note that participants will be muted, and "chat" will be disabled. Questions are to be submitted to the chair in writing using the "Q&A" feature of Zoom. Only those attending by dialing in from a phone may use the "raise hand" feature. This allows them to vote and direct questions to the chair.

## VISOA ANNUAL GENERAL MEETING

Sunday, March 5, 2023 - 1:00 to 1:45 PM

### AGENDA

1. Call to order
2. Proof of notice of meeting
3. Determine if a quorum is present
4. Introduction of board members
5. Approval of agenda
6. Approval of minutes of February 27, 2022 annual general meeting
7. Business arising from the minutes – none
8. President's report
9. 2022 financial report
10. Approval of 2023 budget
11. New business – Amendments to the constitution and bylaws
12. Election of board members
13. Questions from the floor (please submit in writing using zoom's Q&A feature)
14. Termination

There will be a 5-minute break then the webinar will begin.

**CHAIR: Wendy Wall**

**MINUTES: David Grubb**    **TIME: 1:02 pm to 1.55 pm**

The AGM was conducted via electronic means, using the Zoom program including telephone.

*\* Please see Appendix A for details for the Zoom conduct of the meeting.\**

## AGENDA ITEM AND DISCUSSION

### 1. CALL TO ORDER

- a. The VISOA Annual General Meeting (AGM) was called to order via Zoom at 1:02 p.m. on February 27, 2022, in Victoria, BC, by Wendy Wall, President of the Vancouver Island Strata Owners Association (VISOA) who welcomed the Members, staff and one invited guest in attendance.

### 2. PROOF OF NOTICE OF MEETING

The Notice of Meeting was sent out via our email to over 2,500 people and/or stratas on February 7, 2022, and mailed to the few members who requested that means of communication.

### 3. ESTABLISH A QUORUM

A quorum was established for the meeting since there were 51 Members who had signed in via Zoom at the time of the count.

### 4. INTRODUCTIONS

The Board Members and staff were introduced by the President, who also explained how the Zoom meeting was to be conducted.

### 5. APPROVAL OF AGENDA

Motion to approve the agenda as presented.

Moved by Strata VIS 2221

Seconded by Strata VIS 3990

**Motion Carried.** (44 approved, 0 opposed, 9 abstained)

### 6. APPROVAL OF MINUTES FROM 2021 ANNUAL GENERAL MEETING

Motion to approve the 2021 AGM minutes as distributed.

Moved by Strata VIS 189

Seconded by Strata VIS 4368

**Motion Carried.** (37 approved, 0 opposed, 16 abstained)

### 7. BUSINESS ARISING FROM THE 2020 AGM MINUTES

There was no business to be discussed from last year's meeting.

### 8. PRESIDENT'S REPORT by Wendy Wall

VISOA's work in 2021 was once again impacted by the pandemic. Much of our efforts were focused on keeping you up-to-date during 3 states of emergency caused by the pandemic, wildfires and flooding. Each extension of a state of emergency affected how much time strata corporations had to hold general meetings. Then there were the ever-changing Public Health Officer orders. Through email, blog posts, social media and a webinar, we tried to keep you up to date with details of the orders about wearing masks, and orders about gatherings including general meetings and use of recreation facilities and common rooms. Those orders were often unclear in how they applied to

## AGENDA ITEM AND DISCUSSION

strata corporations, and we reviewed each order carefully to ensure that we were giving you accurate information.

In April 2021, we completed work with a facilitator to create a new strategic plan for VISOA. Board members began work to review the services we provide to members, and to ensure financial sustainability and the human resources needed to keep our society thriving for years to come. One of the key strategies we identified is the need for a new website. Currently it does not function well on cell phones and tablets. And it is not showing up in Google searches as much as it should. The plan is to have a brand new website that is built to meet the needs of today's technology. It will also be organized so that you can

- a) find the information you're looking for more easily
- b) provide members the ability to log into their account and update their information
- c) be able to join or renew your membership in a streamlined process that is easier to follow and eliminates the current inefficient process that requires office staff to manually enter data over again into a separate database.

We are asking you to approve up to \$25,000 for this project. But we feel that the end result will further several areas of our strategic plan. It will:

- a) provide improved services to our members;
- b) get better results from our online marketing efforts and expand awareness of VISOA;
- c) achieve financial sustainability by attracting new members, and having a system that can efficiently manage a larger number of members; and
- d) provide our staff and volunteers with the tools they need to use our human resources effectively.

2021 was also a busy year on the advocacy front. Through outreach and referrals VISOA was invited to participate on a wide range of advisory panels in 2021. For example, VISOA participated in working groups organized by the B.C. Building Safety and Standards Branch to discuss adaptation efforts in existing buildings regarding overheating, air quality, water conservation, and energy efficiency. We also discussed ways to prepare for, and possibly mitigate the impact of flooding and wildfires on existing buildings. I look forward to seeing what policy, education and funding programs might result from these consultations.

What I find exciting about sessions like these are the opportunities to meet policy makers and influencers from municipalities and districts, organizations like FortisBC and BC Hydro, many non-profit and community associations, academics and researchers, and industry associations such as the insurance, property management, real estate, engineers and architects, construction, and builders' associations.

Another area of advocacy efforts in 2021 that VISOA had success with is around the topics of electric vehicle charging and of cooling measures such as heat pumps in stratas. These may seem like very specific topics. But VISOA has been able to network with federal, provincial and local governments to express concerns, suggest solutions, and advocate for much needed funding programs for strata corporations. We have identified the gaps in funding that essentially exclude most BC strata corporations from getting funding for things like new windows, heating systems, cooling systems, and energy efficiency upgrades. We've also furthered understanding of how the current programs that provide funding (such as for certain townhouse strata owners) falls short of working in any practical way. Most of the current funding programs don't align with the way BC

## AGENDA ITEM AND DISCUSSION

strata corporations are governed. VISOA is working hard to advocate for funding programs that reflect how strata legislation and strata bylaws actually work. The goal here is to make it easier for strata corporations to access funding but also to build programs that are easier for strata corporations to follow. For example, programs need to provide an ample timeframe for stratas to go through the long process of getting approval and funding from their owners.

VISOA continues to work with the BC Housing Policy Branch. Some of that work revolves around discussing issues brought on by the pandemic. But much of the consultation in 2021 was about potential changes to *Strata Property Act Regulation*. You might recall that Bill 14 and 18 were passed in 2020. Some of the changes in Bill 14 came into effect when the bill was passed, while others would come into force at a later date by Regulation. So VISOA is one of the associations involved in the consultation process regarding future regulations about:

- a) contributions to the contingency reserve fund;
- b) certain details about depreciation reports; and
- c) certain definitions related to parts of the Act about strata insurance.

This work is ongoing and we hope to see some new Regulations in 2022.

Lastly, I want to thank you, our members, my fellow Board members, and our volunteers. Without you VISOA would not exist. We are now in our 49<sup>th</sup> year -- the longest-running organization of its kind in Canada. I am proud of the work that our society has accomplished over the years, and I look forward to what we can accomplish in 2022.

### 9. FINANCIAL REPORT

André de Leebeeck summarized the 2021 financial report and indicated that essentially because of COVID, we are showing a positive balance. There were no comments or questions on the Financial Report for Fiscal Year 2021.

### 10. APPROVAL OF BUDGET

André de Leebeeck stated that the expenses are being held pretty much to the same conservative pattern of the past year. While this may, in itself seem like another profit, the update of the VISOA website for up to \$25,000 – a very important commitment to provide for much better communications – should result in lowering our reserves to meet any CRA requirements regarding Non-Profit societies.

Motion to approve the 2022 budget:

Moved by Strata VIS 3990

Seconded by VIS Strata 189

**Motion carried** (45 approved, 0 opposed, 9 abstained)

## 11. NEW BUSINESS

### a) APPOINTMENT OF HONORARY MEMBERS

The Chair invited Past President Sandy Wagner to present Honorary Life Memberships to two people, John Webb and David Grubb who served much of their time on the Board during her presidency. She made the following remarks in her presentations:

#### *John Webb*

John joined our board in 2010, and brought with him a background in international business as well as experience with condo life in the US and here. Soon after, he was appointed as Lead on our Publications team and quickly saw some ways we could improve and streamline our publication sales. Under John's leadership, we gradually moved from toting a dozen cartons of books and a cashbox to all our events, to digitized publications and online payments. John was elected Vice President in 2013 and with his business background he was a great schmoozer, so I always made sure he accompanied me to meetings with MLAs. We were a good team there: I had the notes and facts and John had the gift of gab.

One more legacy of John's, is our more professional presence. We always hesitated to call ourselves "professional" as we're all volunteers but with John's example we all aimed high, and polished our events and our digital presence. After leaving the board in 2018 he continued to volunteer and helped with the current strategic plan.

John is also known for being a snappy dresser and so if there was an award for "best dressed board member" he'd get it, but instead he'll have to settle for an Honorary Life Membership.

John thanked Sandy, Wendy and all members for the honour and especially wanted to pay tribute to the late Harvey Williams for his leadership and direction especially during VISOA's development into a more professional organization.

#### *David Grubb*

David has served on our board three separate times, each with multiple terms. I didn't know him before 2006 when he served his first terms but I have no doubt he left a mark then. He's been a strata owner for over 40 years, and has so much first hand experience that not many others have. I first met David in 2008 when he volunteered at a few seminars, then joined the board in 2009. He joined the Helpline Team, and then the next year stepped up as board secretary. He was so good at that, that when he left the board briefly in 2013 nobody wanted to fill those shoes. He returned in 2014, resumed as Secretary and took the Lead for the Helpline Team, which as you all know we've renamed the Strata Support Team. He's kept careful stats on the topics and volume of emails and calls – and those stats helped inform our seminar topics. When I was editor of the *Bulletin* I sometimes asked David to help out with proofreading and he has a great "eagle eye". When I was winding down as editor I corralled him into being "co-editor" against his will – but he's a natural. I can spot a typo with the best of them but David always found some that I missed and we're a good team there; although we did have some friendly disagreements over his fondness for the word "moreover" in his articles for the *Bulletin*.



## AGENDA ITEM AND DISCUSSION

So I'd like to thank David for his many years of service to our members: moreover, I'd like to let him know how much he'll be missed, and moreover, I'd like to present him with an Honorary Life Membership.

David thanked Sandy and also expressed his appreciation to her, Wendy, the Board and VISOA members for all their support. He also was impressed with the potential for the 2022 Board if elected since there was considerable experience amongst them to take VISOA further in this technological age. Moreover he wrote to Sandy after the AGM and stated that he would eschew the frequent use of 'moreover' in future articles he might write for the *Bulletin*.

### b) INCREASE IN THE NUMBER OF BOARD DIRECTORS

In accordance with VISOA Bylaw 5.2.1.(a),

Moved by Strata VIS 415

Seconded by Strata VIS 2221

That the total number of Directors for 2022 be increased to a maximum of 11.

**Motion carried** (41/0/14)

## 12. ELECTION OF BOARD MEMBERS

- a) **Graeme Campbell** and **David Grubb** will not be standing for election again, and Wendy thanked them for their service and for remaining as volunteers on the Strata Support Team.
- b) The following have **completed their first year of a 2-year term** and will continue serving as Directors for 2022;
  1. **David Stinson** Strata VIS 2221
  2. **Wendy Wall** Strata VIS 856

This is just information for the members since there is no vote required.

After each name below there are three numbers – “Approved/Opposed/Abstained” – to indicate the votes for each.

- c) The following are **Board Directors who have completed their 2-year term** and are willing to stand for **re-election** to the 2022 Board of Directors **for a 2-year term**;
  1. **André de Leebeeck** Strata VIS 3990 40/0/15
  2. **John Grubb** Strata VIS 189 40/0/15

### Declared Elected

- d) The following were nominated to stand for election for a **2-year term** and after voting for each were **Declared Elected**
  1. **Lee Ann Bartley** Strata EPS 999 40/0/15
  2. **Len Bosch** Strata VIS 3764 39/0/16
  3. **Charlotte Bowie** Strata VIS 5766 39/1/15
  4. **Barry Burko** Strata EPS 6135 40/0/15



**AGENDA ITEM AND DISCUSSION**

5. **Susan Coleman** Strata VIS 3918 38/0/17
6. **George Fisk** Strata VIS 1098 39/0/16
7. **Andrew Thompson** Strata VIS 5653 39/0/16

**13. TERMINATION OF ANNUAL GENERAL MEETING**

**Motion to terminate the meeting:** Strata VIS 2221 **Carried**

The President terminated the meeting at 1:50 p.m.

**APPENDIX A**

**Zoom conduct of the Annual General Meeting, February 27, 2022.**

- a. The AGM was conducted via electronic means (Zoom) as permitted by the *Societies Act*.
- b. Attendees were required to preregister and staff verified their membership status. Any person without voting rights was removed from the list of registrants prior to the meeting. Members with voting rights received instructions for 2 methods to join the Zoom meeting: online or by telephone.
- c. To address the chair, attendees were instructed to type their questions in the Zoom “Q&A” box. The Zoom “raise hand” feature was used only to allow one member attending by phone to vote. Attendees were permitted to use the “chat feature” to discuss amongst themselves. All participants, except for Board members, were muted by the Chair.
- d. New candidates were nominated by the Board.
- e. The Zoom “Poll” feature was used as the voting method. As stated in the Notice of the AGM and the Zoom meeting instructions, the voting feature was available to those who joined the meeting online. One member who dialed into Zoom by phone was given instructions as to how to vote using the “raise hand” feature by dialing \*9. Each motion was a separate poll. Votes collected were anonymous. After closing a poll, the chair announced the number of people in the “room” at the time and the exact result of each vote. Where there were more people reported as being in the “room” than voted, it is assumed that they were abstentions. A screenshot was taken of the results of each vote.

## FINANCIAL PACKAGE

### A. Financial Statements for the year ending December 31, 2022 (Unaudited)

1. Notes to the Financial Statements
2. Balance Sheet
3. Statement of Income and Expenditures

### B. Proposed Budget for the Fiscal Year 2023

1. Notes to the Budget
2. Proposed Budget

**These reports have been approved by the Board of Directors of the Vancouver Island Owners Association.**

Wendy Wall, President



André De Leebeeck, Treasurer

*André De Leebeeck*

## NOTES TO THE 2022 FINANCIAL STATEMENTS

VISOA is a registered society and qualifies as a not-for-profit organization exempt from income tax under the Canadian *Income Tax Act*. The statements to December 31, 2022 are unaudited.

### 1. Correction to the 2021 Financial Statements

Following the 2022 AGM we discovered that the December 31, 2021 balance sheet showed earnings of \$9,809.31. The actual earnings were \$9,143.78 resulting in total equity of \$53,802.54. We apologize for any confusion caused.

### 2. Revenue

Membership fees are recorded as revenue in the year they are received. Webinars in 2022 were presented online at no charge. Advertising revenue is generated from ads placed in VISOA's bulletin.

### 3. Payroll Expenses

Staff received a 5% wage increase in 2022. Actual hours worked were lower than expected so this expense was \$1,963 less than budgeted.

### 4. EV Charging Workshop Expenses

In March 2020 VISOA received a \$10,000 grant from the *Ministry of Energy, Mines and Low Carbon Innovation* to assist VISOA in presenting educational workshops about EV charging systems for stratas. A webinar series was launched in November 2021 and funding was fully expended by March 2022.

### 5. Board Training

In 2022 VISOA expended \$630 to work with our consultant/facilitator to introduce new board members to the 2021-2023 strategic plan. The board recommends an annual allowance for this training. \$646 was expended for board appreciation events, and \$68 for staff training.

### 6. Office Rent

VISOA's office was \$630 per month for a suite within the Volunteer Victoria suite of offices.

### 7. Office Supplies

A new laptop computer was purchased as planned. This is used for board meetings and also allowed the office administrator to work remotely as needed.

### 8. Remuneration of Directors and Officers

Directors receive no remuneration for their services.

### 9. Assets

Laptop computer, desktop computer, projector, multipurpose printer, Strata Support Team telephone, office telephone, and office furniture.

### 10. Bottom Line

The year ended with a deficit of \$11,472.32, well below the planned deficit of \$24,015.

## VISOA BALANCE SHEET

AS AT DECEMBER 31, 2022

ASSET			LIABILITY		
<b>Current Assets</b>			<b>Current Liabilities</b>		
Coast Capital Chequing	5,205.38		VISA Desjardins		437.50
Coast Capital Savings	34,488.64		Receiver General		606.65
Petty Cash - floats	100.04		Vacation payable		488.28
Total Cash		39,794.06	<b>Total Current Liabilities</b>		1,532.43
Paypal		535.69			
Coast Capital Share Account		5.00	<b>TOTAL LIABILITY</b>		1,532.43
<b>Total Current Assets</b>		40,334.75			
<b>Inventory Assets</b>			<b>EQUITY</b>		
Publication Inventory		1,953.20	<b>Owners Equity</b>		
<b>Total Inventory Assets</b>		1,953.20	Retained Earnings - Previous Year		53,802.54
			Current Earnings		-11,472.32
<b>Capital Assets</b>			<b>Total Owners Equity</b>		42,330.22
Office Furniture & Equipment	805.29				
Accum. Amort. -Furn. & Equip.	769.41		<b>TOTAL EQUITY</b>		42,330.22
Net - Furniture & Equipment		1,574.70			
<b>Total Capital Assets</b>		1,574.70	<b>LIABILITIES AND EQUITY</b>		<b>43,862.65</b>
<b>TOTAL ASSETS</b>		<b>43,862.65</b>			

## Statement of Income and Expenditures, Year Ending December 31, 2022

<b>REVENUE</b>	<b>2022 BUDGET</b>	<b>2022 ACTUAL</b>
<b>Sales Revenue</b>		
Corporate Membership	50,000.00	51,933.00
Individual Membership	10,000.00	9,095.00
Business Membership	15,000.00	13,000.00
<b>Total Membership Revenue</b>	<b>75,000.00</b>	<b>74,028.00</b>
Bulletin Sales	-	60.00
Publication Sales	1,600.00	1,340.00
Seminar Revenue	-	-
Workshop Revenue	-	-
Advertising	2,500.00	2,620.00
Miscellaneous Revenue	-	619.52
<b>Total Other Income</b>	<b>4,100.00</b>	<b>4,639.52</b>
Refunds	-	-
<b>Net Sales</b>	<b>79,100.00</b>	<b>78,667.52</b>
Bank Interest	150.00	760.40
Freight/Postage Revenue	-	-
<b>TOTAL REVENUE</b>	<b>79,250.00</b>	<b>79,427.92</b>
<b>EXPENSES</b>		
Payroll Expenses	37,275.00	35,311.42
Legal /Manuals	350.00	244.63
Advertising & Promotions	1,200.00	1,289.71
Accounting	2,000.00	1,414.50
Society Fees & Licenses	300.00	235.00
EV Workshop Expenses	7,480.00	6,848.24
Courier & Postage	150.00	59.31
Paypal/EventBrite/Square Inc fees	1,000.00	853.43
Insurance	3,100.00	3,138.00
Bank Fees	300.00	254.50
Office Supplies	1,000.00	851.93
Office Equipment	1,500.00	1,478.57
Bulletin/Publications Expenses	4,000.00	720.00
Photocopy Cost	100.00	-
Website & Internet	7,000.00	6,575.59
Contract to build new website	25,000.00	22,050.00
Board Training & Appreciation	200.00	1,344.21
Seminar/Workshop/Webinar Expenses	2,500.00	-
Office Rent	7,560.00	7,560.00
Repair & Maintenance	300.00	20.15
Telephone	750.00	635.12
Travel & Accommodation Expenses	200.00	15.93
<b>TOTAL EXPENSE</b>	<b>103,265.00</b>	<b>90,900.24</b>
<b>NET INCOME</b>	<b>-24,015.00</b>	<b>-11,472.32</b>

## NOTES TO THE 2023 PROPOSED BUDGET

### 1. Revenue

As VISOA is a Member-Funded Society under the *Societies Act*, the primary source of revenue is membership fees.

The Board proposes no increase to membership fees.

The 2023 budget has been planned conservatively, with no revenue budgeted from in-person workshops and seminars. The board anticipates an increase in the number of strata and business memberships generating an additional \$5,000 in revenue.

### 2. Expenses

**Payroll Expenses:** Despite wage increases for VISOA staff in previous years, the rates VISOA is paying are nearly 30% lower than the average wages for comparable positions in the South Island region. The 2023 budget reflects a 2-year plan to attain a level of fair wages for our office staff.

**Office Equipment:** This budget allows for a new desktop office computer if necessary. The current computer is nearing the end of its useful life.

**Bulletin/Publications:** The usual budget of \$4,000 has been reduced as a volunteer is doing the layout and design of each issue of the quarterly bulletin. There are no printing costs as the publication is digital.

**New website:** In 2022, VISOA began the project to build a new website with a user-friendly design, better functionality, and optimized to work well on computers and mobile devices. Of the **\$25,000** budget approved in 2022, \$22,050 has been expended so far. The 2023 budget proposes funds to complete the project.

**Board & Staff Training:** The board recommends an annual allowance for a consultant/facilitator to work with board members to execute our strategic plan. The board would also like to offer more training for staff.

**Board & Volunteer Appreciation:** This is a new category to account for these expenses separately. This allows for modest expenditures to thank our board members and others who are volunteers.

**Seminar/Workshop/Webinar Expenses:** Speakers do so as volunteers. A small budget of \$2,500 is included to pay for the Zoom webinar account and for audio/visual technical experts to train volunteers to operate equipment for hybrid events (in-person and virtual attendance).

### 3. Bottom Line

The proposed budget for 2023 plans for a deficit of \$5,000 which is entirely due to funding the new website. This is made possible due to current equity of over \$42,000.

## VISOA Proposed Budget 2023

REVENUE	2022 ACTUAL	2023 BUDGET
<b>Sales Revenue</b>		
Corporate Membership	51,933.00	55,000.00
Individual Membership	9,095.00	10,000.00
Business Membership	13,000.00	15,000.00
<b>Total Membership Revenue</b>	<b>74,028.00</b>	<b>80,000.00</b>
Bulletin Sales	60.00	
Publication Sales	1,340.00	800.00
Seminar Revenue	-	-
Workshop Revenue	-	-
Advertising	2,620.00	3,600.00
Miscellaneous Revenue	619.52	-
<b>Total Other Income</b>	<b>4,639.52</b>	<b>4,400.00</b>
Refunds	-	-
<b>Net Sales</b>	<b>78,667.52</b>	<b>84,400.00</b>
Bank Interest	760.40	800.00
Freight/Postage Revenue	-	-
<b>TOTAL REVENUE</b>	<b>79,427.92</b>	<b>85,200.00</b>
<b>EXPENSES</b>		
Payroll Expenses	35,311.42	45,000.00
Legal /Manuals	244.63	350.00
Advertising & Promotions	1,289.71	1,590.00
Accounting	1,414.50	1,600.00
Society Fees & Licenses	235.00	300.00
EV Workshop Expenses	6,848.24	-
Courier & Postage	59.31	150.00
Paypal/EventBrite/Square Inc fees	853.43	900.00
Insurance	3,138.00	3,200.00
Bank Fees	254.50	350.00
Office Supplies	851.93	1,000.00
Office Equipment	1,478.57	1,500.00
Bulletin/Publications Expenses	720.00	1,000.00
Photocopy Cost	-	100.00
Website & Internet	6,575.59	5,500.00
Contract to build new website	22,050.00	14,000.00
Board & Staff Training	1,344.21	1,500.00
Board & Volunteer Appreciation	-	1,000.00
Seminar/Workshop/Webinar Expenses	-	2,500.00
Office Rent	7,560.00	7,560.00
Repair & Maintenance	20.15	200.00
Telephone	635.12	700.00
Travel & Accommodation Expenses	15.93	200.00
<b>TOTAL EXPENSE</b>	<b>90,900.24</b>	<b>90,200.00</b>
<b>NET INCOME</b>	<b>-11,472.32</b>	<b>-5,000.00</b>



## NEW BUSINESS

### 1. Amendment to Constitution

The board proposes changes to the Constitution to remove Purpose 2.1 “To promote and encourage strata ownership as a desirable way of life” and renumber as necessary; to change “legal duties” to “duties”; and to bring part 3 of the Constitution in line with Bylaw 14.1 which states “In the event of dissolution or winding up of the Association, all remaining assets, after payment of liabilities, shall be distributed to one or more recognized Non-Profit Organizations in British Columbia.”

### The proposed revised Constitution is as follows:

The purposes of the Society are:

#### CONSTITUTION AND STATEMENT OF PURPOSE

1.0 The name of the Society is

VANCOUVER ISLAND STRATA OWNERS ASSOCIATION

2.0 The Purposes of the Society are:

2.1 To assist strata corporations and strata lot owners by providing education and training and, when requested, assistance to them in the discharge of their duties and obligations.

2.2 To represent the interests and concerns of strata corporations and strata owners to the government and its agencies and to the public at large.

3.0 This society is a member-funded society. It is funded primarily by its members to carry on activities for the benefit of its members. In the event of dissolution or winding up of the society all remaining assets, after payment of liabilities, shall be distributed to one or more recognized Non-Profit Organizations in British Columbia.

## 2. Bylaw amendments

The board proposes edits to Part 5 of VISOA's bylaws to clarify the size of board, appointments, and to allow a Director to continue to serve until the next annual general meeting if they sell their strata lot and cease to be a strata lot owner.

**The proposed revised bylaws are as follows (changes or additions are shown in bold):**

### 5.0 PART 5 - DIRECTORS AND OFFICERS

5.1.1 The Directors shall exercise all the powers and duties and do all the acts and things that the Association may exercise and do. However, in so exercising and doing them, the Directors shall not contravene any applicable statute, these bylaws, or any rule or lawful direction made from time to time by the Association in a general meeting.

5.1.2 The Directors may from time to time contract with a person to act on behalf of the Association under the direction of the Directors.

5.1.3 The Association may enact rules at a general meeting. The rules enacted must not contradict the *Societies Act* or the bylaws of the Association. A rule may not invalidate a prior act of the Directors that would have been valid if that rule had not been made.

5.2.1 The number of Directors **must be at least five (5) and not more than eleven (11).**

**5.2.2 Subject to 5.2.3 to 5.2.5, Directors shall be elected at the Annual General Meeting of the Association.**

**5.2.3 If less than the maximum number of Directors are elected at an annual general meeting, the Directors may either hold an election at a general meeting to elect additional Directors, or, themselves, appoint an eligible person(s) as new Director(s), to fill any vacancy until the next Annual General Meeting.**

**5.2.4 (a) If the minimum number of Directors is not achieved through elections at the annual general meeting, the remaining Directors must, within 90 days of the annual general meeting, appoint an eligible person(s) as Director(s) to reach at least five (5) Directors.**

**(b) If during the year, the number of Directors falls below five (5), the Directors must, within 90 days of the date the number of Directors fell below five (5), appoint an eligible person(s) as Director(s) to reach at least five (5) Directors.**

**5.2.5 In the event that the board is unable to meet the conditions set out in 5.2.4, the Directors must call a general meeting within 30 days of the end of the 90 day period set out therein to seek direction from the members.**

**5.2.6** The term of office of a Director shall be two (2) years, **subject to Sections 5.2.7 and 5.4.2.**

**5.2.7** The terms of Directors shall be staggered so that **at least one-half of the** Directors are elected for 2-year terms at **every second** Annual General Meeting.

**5.2.8** If, for any reason, the terms of the Directors should not comply with **Section 5.2.7**, the Board must **lengthen or shorten** the terms of **one or more of the** Directors to be elected to meet the conditions specified in **section 5.2.7.**

**5.3.1** Any individual member or owner of a unit in a member corporation is eligible to serve as a Director, **except that**

**(a) a Director who ceases to be an owner of a strata lot during their term of office may, by majority vote of the board, continue to serve as a Director until the next annual general meeting.**

**5.3.2** The election of Directors shall be by **electronic or paper** ballot except if the number of nominees is equal to or less than the number of Directors to be elected in which case, the election shall be by acclamation.

**5.3.3** Directors, at the end of their two-year term, may be re-elected or they must retire from the Board at the annual general meeting.

**5.4.1** If a Director resigns **their** office or otherwise ceases to hold office, the remaining Directors may appoint a member to take the place of the former Director.

**5.4.2.** A Director appointed **under these bylaws** holds office only until the conclusion of the next annual general meeting of the Association, but is eligible for re-election at the meeting.

**5.4.3** An act or proceeding of the Directors is not invalid merely because there are fewer than the prescribed number of Directors in office.

**5.4.4** A Director who misses two (2) consecutive meetings of the Board without notifying the President is deemed to have resigned.

5.5 The members may, by special resolution at a general meeting, remove a Director, before the expiration of **their** term of office, and may elect a successor to complete the term of office, **failing which the Board may appoint a Director to fill any vacancy.**

5.6 A Director must not be remunerated for being or acting as a Director but a Director may be reimbursed for all expenses necessarily and reasonably incurred by the Director while engaged in the affairs of the Association.

## ELECTION OF BOARD MEMBERS

Our current bylaws state:

- 5.2.1 The number of directors must normally be no more than nine (9) except that
    - a) a greater number may be granted from time to time at a general meeting; and
    - b) if such a number is not filled during the year, the Directors may either hold an election by a general meeting, or, themselves, elect a new Director, who must be a member of the Association, to fill any permitted vacancy to complete the term of office to the end of the current year [...]
  - 5.2.2 The term of office of a Director shall be two (2) years, subject to Section 5.2.3.
  - 5.2.3 The terms of Directors shall be staggered so that no less than four (4) Directors are elected for 2-year terms at each Annual General Meeting.
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The following directors have completed the first of their two-year term and have agreed to serve on the 2023 Board of Directors: **André De Leebeeck, George Fisk, and John Grubb.**

### ELECTIONS:

1. The following directors have completed their two-year term and are willing to stand for election to the 2023 Board of Directors:

**David Stinson (2-year term) and Wendy Wall (1 year, to stagger terms).**

2. The following persons are willing to stand for election to the 2023 Board of Directors for a 2-year term:

**Barbara Fallot, Jim Griffith, and Geraldine Svidahl.**

3. Nominations may be taken from the floor.

## **ELECTIONS: BIOS**

### **David Stinson**

David was elected to VISOA's board in 2021. After 40 years as an officer in the Canadian Armed Forces, he began his volunteering career in 2005 with the military museum network across Canada and with Comox Valley Elder College. He was secretary of his strata council for 10 years and, concurrently, president for 9 years. He joined our board to give back to VISOA members from his council experience and from his strata education. David is a member of the Strata Support Team providing information and answering a wide variety of questions from our members.

### **Wendy Wall**

Wendy has been a VISOA board member since 2013, serving as president since 2020. She would like to continue serving on the board to further VISOA's mandate of advocacy by meeting with government, industry, and community associations. In her day job, she works as a communications specialist and graphic designer. She enjoys putting these skills to use by contributing to VISOA's Bulletin, Zoom webinars, and digital media marketing including VISOA's website, social media, and e-newsletters.

### **Barbara Fallot**

Barbara has been a strata owner for over 10 years and sees first hand, how valuable a resource VISOA is for strata owners and councils. Having recently retired from municipal politics, yet with a strong desire to continue contributing to the community, she seeks to assist this strata owners' association as a member of the board. Barbara has a strong interest in governance, advocacy, and education and looks forward to becoming a member of the team at VISOA.

### **James (Jim) Griffith, B.A, M.Ed.**

Jim spent 35 years working in post-secondary education and retired from the University of Victoria as Vice President External Relations. He taught at both the undergraduate and graduate levels and worked in the area of Staff Development. He was the Director of Operations for UVIC for the 1994 Commonwealth Games and has served on local, national, and international professional organizations. An active community member, Jim has served on the boards of numerous non-profit associations. Jim has lived in a strata for 12 years and has served on the VISOA board since his appointment in September 2022.

### **Geraldine Svisdahl**

Geraldine recently retired to Vancouver Island after decades on the lower mainland. For over 40 years she was a strata property manager. She served on several strata councils as president and treasurer and is a past president of the Professional Association of Managing Agents (PAMA). Geraldine looks forward to using her expertise to assist strata lot owners.

## WEBINAR

### **The Airbnb Problem: Strategies for stratas dealing with short-term accommodations**

Speaker: Oscar Miklos, Refresh Law

Following the AGM, there will be a 5-minute break. Then our webinar will begin. Speaker Oscar Miklos will discuss:

- Short-term accommodation statistics: the rise of Airbnb
- The legal characterization of short-term accommodations. How are they different from regular tenancies?
- What can we do to prevent short-term accommodations in our strata development?
- How do we remedy problems created by short-term accommodations?

-- End of AGM Notice --