



## MEMORANDUM

To: PSO Senior Volunteers and Staff  
From: Rob Newman - President and CEO, Sport BC  
Date: Friday, May 18, 2018  
Subject: 2018 Sport BC Annual General Meeting (12-day package)

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Dear Sport BC Members,

Sport BC is pleased to announce the 2018 Sport BC Annual General Meeting.

**Date: Tuesday, May 29, 2018**

**Time: 5:00 pm - 6:15 pm Registration and social event  
6:15 pm – 9:00 pm Annual General Meeting**

**Location: Richmond Olympic Oval  
6111 River Road Richmond, BC V7C 0A2**

In preparation for the 2018 Sport BC Annual General Meeting, the following documents are included in this package:

1. Draft Agenda
2. Registration Form

The Sport BC Constitution and By-laws are available on our website at [www.sportbc.com](http://www.sportbc.com) under “Membership - Annual General Meeting”. If you require a hard copy please contact Christine Wong, Executive Assistant, at 604-333-3421.

Please note:

- The draft 2017 Annual General Meeting minutes are available on the Sport BC website at [www.sportbc.com](http://www.sportbc.com) under “Membership – Annual General Meeting”.

Enclosures

**2018 Sport BC Annual General Meeting  
Richmond Olympic Oval  
Tuesday, May 29, 2018  
5:00 pm – 9:00 pm**

**AGENDA**

5:00 pm – 6:15 pm                      Registration and Social

6:15 pm – 9:00 pm                      Annual General Meeting

1. Call to Order
2. Confirmation of quorum and voting rules
3. Adoption of Agenda
4. Business arising from 2017 AGM
5. Approval of Minutes of 2017 AGM
6. Chair's Remarks
7. CEO Remarks
8. Committee Reports
  - a. Finance & Audit Committee
    - i. Audited Financial Statements for the year ending March 31, 2018
    - ii. Presentation of approved budget – year ending March 31, 2019
  - b. Governance Committee
  - c. Investment Committee
9. Mawer Investment Management Ltd. presentation
10. National Sport Trust Fund website re-design presentation
11. Election of Directors
  - a. Nominations Committee Report
  - b. Overview of Election process
  - c. Election
  - d. Announcement of Directors for 2018 – 2019
12. 2019 AGM Date - Wednesday, May 29, 2019
13. Motion to Adjourn



**ANNUAL GENERAL MEETING REGISTRATION FORM**

Voting (Full) Members

Member Organization: \_\_\_\_\_

Name of President / Chair\* or Designate\*\* : \_\_\_\_\_

Signature: \_\_\_\_\_

Associate or Affiliate Members

Member Organization: \_\_\_\_\_

Title: \_\_\_\_\_

Delegate Name: \_\_\_\_\_

Additional Non-Voting Delegates

Name, Title: \_\_\_\_\_

Name, Title: \_\_\_\_\_

Name, Title: \_\_\_\_\_

\* Official voting delegate

\*\* If the President / Chair is not attending the Annual General Meeting, he/she must affix his/her signature thereby authorizing the above-noted Designate voter.

**Please complete and return to Sport BC no later than Thursday, May 24, 2018 to:**

Christine Wong, Executive Assistant: [christine@sportbc.com](mailto:christine@sportbc.com)