



Canadian Administrators
of Volunteer Resources

Administrateurs canadiens
des ressources bénévoles

April 11, 2013

Dear CAVR Members,

This Pre-Annual General Meeting package serves as the sixty (60) day notice for the upcoming Annual General Meeting.

Tuesday, June 11, 2013
Delta Hotel, Winnipeg, MB

This package contains two pieces of important information for your active participation in CAVR. Please find enclosed information regarding:

- * Call for Nominations of Directors
- * Notice of Motion to amend the CAVR Constitution & By-Laws

Call for Nominations

This is a Call for Nominations for the Canadian Administrators of Volunteer Resources Board of Directors for the 2013 – 2014 year.

The ***Nominations Committee*** should receive nominations for the CAVR Board of Directors for the 2013-2014 terms ***by Friday, May 3, 2013.***

The 30-day Notice and Final AGM package will be distributed by May 11, 2013.



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NOMINATIONS for the 2013-2014 CAVR Board of Directors

The CAVR Nominating Committee calls for Nominations to the Board of our National Professional Association. Nominations should be emailed or faxed no later than ***May 3, 2013***.

Nominations must stipulate:

- 1) The Office
- 2) The Name of the Nominee
- 3) Names of the Proposer and Seconder, including their signatures.
- 4) The Declaration of willingness to serve, with the Nominees' signature.
- 5) Resume of the Nominee.
- 6) An **optional** "*Letter of Support*" from the Nominee's employer.
This letter may be of benefit to the Nominee in gaining the support (personal and financial) and awareness for their supervisor/employer to this honourable nomination.

In order to permit full membership participation in the process of the nominations and elections, nominations will not be accepted from the floor at the Annual General Meeting.

Debbie Kennedy

**Debbie Kennedy, CAVR
Past President & Chair, 2013 Nominations**

We are seeking nominations for the 2013-2014 CAVR Board of Directors. The voting members at the Annual General Meeting shall elect Directors for a term of one year. Several of the existing Board members have indicated their willingness to serve so their names are already placed in nomination. Additional nominations for these positions are possible as well as for the three elected roles that will be vacant: Communications, Membership Services and Professional Standards and the appointment of the Secretary.

	Already in nomination
President	Helene Bourgaize
Vice President	Charles Allain
Advocacy	Kathy Magee (incumbent)
Certification	Deborah Young (incumbent)
Communications	
Information Technology	Daria Skibington-Roffel (incumbent)
Membership Services	
Member at Large	Heather Fleming (incumbent)
Professional Standards	
Professional Development	Charlene Dishaw (incumbent)

The positions of Secretary and Treasurer are Board appointments. The office of Past President is automatically the individual who has held the office of President immediately before the current President.



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NOMINATION FORM 2013-2014
FORMULAIRE DE CANDIDATURE 2013-2014

OFFICE/POSTE VISÉ : _____
Nominee/Candidat : _____
Address/Adresse: _____
City/Ville : _____ Province : _____
Postal Code/Code postal : _____ Phone/Tél. : _____
Signature : _____

PROPOSER/APPUYEUR : _____
Address/Adresse: _____
City/Ville : _____ Province : _____
Postal Code/Code postal : _____ Phone/Tél. : _____
Signature : _____

SECONDER/APPUYEUR : _____
Address/Adresse: _____
City/Ville : _____ Province : _____
Postal Code/Code postal : _____ Phone/Tél. : _____
Signature : _____

Attachments/documents attachés : Résumé/Curriculum vitae
 Letter of support from Nominee's employer/
Lettre d'appui de l'employeur du candidat

Nominations MUST be received via E-mail or Fax by May 3, 2013

Les formulaires de candidature doivent être envoyés par courriel, par télécopieur ou par la poste avec oblitération avant 3 mai 2013.

TO/À : Debbie.Kennedy@fraserhealth.ca

Fax: 604.466.7850



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Notice of Motion to amend the CAVR Constitution & By-Laws

Please be advised that the CAVR Board of Directors will be presenting an amendment to the current CAVR Constitution & By-Laws in order to comply with Industry Canada's new Non-Profit Act, which is required prior to October 2014. The draft amendment will be distributed to the membership thirty (30) days prior to the AGM.

SPECIAL RESOLUTION OF MEMBERS

Continuing the Corporation under the provisions of the *Canada Not-for-profit Corporations Act* and authorizing directors to apply for a Certificate of Continuance.

WHEREAS the Corporation was incorporated under Part II of the *Canada Corporations Act* by Letters Patent dated the 26th day of January, 1983; and

WHEREAS those Letters Patent were amended by Supplementary Letters Patent dated September 17, 1996; and

WHEREAS it is considered to be in the best interests of the Corporation that it be continued under the *Canada Not-for-profit Corporations ACT (NFP Act)* pursuant to section 297 of the NFP Act;

BE IT RESOLVED AS A SPECIAL RESOLUTION THAT:

1. The directors of the Corporation are authorized and directed to make an application under section 297 of the NFP Act to the Director appointed under the NFP Act for a Certificate of Continuance of the Corporation;
2. The Articles of Continuance (transition) of the Corporation, which have been submitted to this meeting and are annexed to these minutes as Schedule A, are approved;
3. The general operating by-law of the Corporation (as amended) is repealed effective on the date that the corporation continues under the NFP Act and the new general operating by-law No 1 which has been submitted to this meeting and is annexed to these minutes as Schedule B is approved and will be effective on the same date.
4. Any one of the officers and directors of the Corporation is authorized to take all such actions and execute and deliver all such documentation, including the annexed Articles of Continuance (transition), the notice of registered office and of directors in the forms fixed by the Director, which are necessary or desirable for the implementation of this resolution.