



Annual General Meeting

May 14, 2008

Infusions Restaurant, Kelowna Campus

KLO Road

5:30 p.m.

MINUTES

Alumni Attendees:

Carrie Desjarlais, BUAD'06
Christina Ferreira, BBA (HONS) '00
Gordon Ficke, ELEN '78
Katerina Hay, OADM '99
Jason Kazimer, MET '02
Kara Kazimer, BBA '99
David Knapp, BBA '03
Rita Leung, BBA '06
Jamie Morrow, BUAD '04
Marcy Nelson, BUAD '06
Sareena Nickoli, BBA '01
John Perrott, BBA '03
Ella Rodenkirchen, BUAD '91
Debbie Smith, ARTS '93
Nelson Stromgren, ARTS '71
Linda Way, CDA '84
Kevin Witzke, CET '81

Staff Attendees:

Kathy Butler, Director, Advancement
Elvia Picco, Major Gifts Officer
Marlis Wecels, Alumni & Community Relations Coordinator

The Annual General Meeting was called to order at 5:33 p.m. by Christina Ferreira, President of the Okanagan College Alumni Association (OCAA). As chair of the meeting, Christina welcomed attendees and advised this was an Annual General Meeting for which notice was provided in a variety of media vehicles. Christina stated that, in keeping with the OCAA By-laws, persons who have graduated with a certificate, diploma, degree or who have completed 30 or more credits from Okanagan College or OUC had eligibility to vote and make motions at this meeting.

(1) Accept Agenda

Motion was made to accept the agenda (N. Stromgren, carried).

(2) Approve Minutes of 2007 AGM

Motion was made to accept the minutes as presented (J. Morrow, carried).

(3) President's Report – Alumni Association Update

Report presented by C. Ferreira, President (see attached).

(4) 2007/2008 Financial Statements

Financial statements were presented by K. Kazimer, Vice President (see attached).

Motion was made to accept the statements as presented (G.Ficke, carried).

(5) Election of Directors

A slate of directors list was presented (see attached) with additional nominations also invited from the floor by C. Ferreira. K. Kazimer nominated J. Perrott to join the Board. Motion was made to accept the slate of directors plus the nomination of J. Perrott (J. Morrow, carried).

(6) Waiver of Auditor

It was reported that Okanagan College's Finance department provides the Alumni Association with bookkeeping services, and that the college's Finance department is audited each year. To abide by the Society Act, motion was made to waive an external auditor for review the association's financial statements (J. Perrott, carried).

(7) Adjourn

Motion was made to adjourn the meeting at 6:02 p.m. (S. Nickoli, carried).

Following the Annual General Meeting, Christina Ferreira introduced Keynote Speaker and alumnus John Perrott. John is a graduate from the Bachelor of Business Administration degree program in 2003. Currently, as the Executive Director of the Downtown Kelowna Association (DKA), John is active in building and executing business recruitment activities in partnership with the Central Okanagan Economic Development Commission and Kelowna Chamber of Commerce. John is also active within the downtown neighbourhood and community as a member of numerous committees and boards.

During his presentation, John described the restructuring of the DKA's highly successful Downtown Patrol program by bringing the program in-house and making it the province's first in-house security program. John also shared personal career highlights as well current business and community development initiatives of the Downtown Kelowna Association.

**Okanagan College Alumni Association
Annual General Meeting - May 14, 2008
President's Report**

Welcome to everyone, and thank you for joining us for the 2008 Annual General Meeting today.

The Okanagan College Alumni Association's purpose is to establish, enrich, and nurture relationships among and between Okanagan College, its alumni, current and prospective students, faculty, staff and friends by building community, pursuing excellence, fostering loyalty and support for our alma mater. The OCAA works to provide services to alumni, activities and events to engage students and alumni and provide scholarships and bursaries for students of Okanagan College.

Our Alumni Association endeavours to be a vital connection between Okanagan College and OUC graduates and the College and the community. The OCAA has the opportunity to play an integral role in the institution and in the lives of its alumni and the communities in which they live. Through our collaboration with other units including faculty, students' associations, Co-operative Education, the Okanagan College Foundation, and Public Affairs we are working towards creating a vibrant college experience in which students excel and subsequently -- as successful alumni -- continue to actively participate in and proudly support their alma mater with commitments of time, expertise, and financial contributions.

I'd like to take a few moments to reflect upon key highlights of our journey over the past year, celebrate our hard work and accomplishments, and to also recognize the team of volunteers who worked together to create excellent results in 2007-2008:

- Beginning with where we left off last year at this time, I am extremely proud to report that our volunteers raised \$9,402 at the Silent Auction we hosted last May as part of the college Foundation's annual Charity Golf Tournament;
- Last June was also a busy time for our volunteers who participated at the spring and summer convocation ceremonies, giving us the opportunity to take part in the celebrations with students and their families, while providing a diploma framing service, convocation roses, sales of alumni merchandise, and new grad packages;
- Over the summer, we created new connections with alumni at large through a Stay In Touch \$500 prize draw, resulting in over 200 alumni updating their contact information in our E-newsletter alumni database;
- During last fall, we connected with a variety of students and alumni through hosting a Welcome Back BBQ, a Career Fair BBQ, and a Wine & Cheese Reception at the annual Thompson Okanagan Dental Society conference;
- Additionally, our second annual Alumni Awards Banquet event took place in November, and was a great success with over 100 attendees from the college and business communities. This high-profile event provided us the opportunity to publicly honour the

achievements our 2007 Distinguished Alumni Award Winner, Nick Arkle, and our 2007 Young Alumni Award Winner, Corinne Inman;

- In December, we held our second annual Pay It Forward Giving Drive in partnership with key student volunteers and collected a variety of useful items, food and clothing for a range of non-profit organizations and persons in need in Salmon Arm, Penticton, and Kelowna. We were very pleased by the positive support and participation in the community;
- In late Fall and early Winter, we struck a limited-time promotional partnership with Enquiro which encouraged alumni to register in their database of research panels participants. One lucky alumnus won a \$100 gift certificate for Amazon.com as part of the promotion, and Enquiro also agreed to donate money to the Alumni Association this year;
- We were kept busy in March, attending and supporting the annual OBSA Banquet in March, and we provided a \$200 Alumni Association sponsored bursary to a business student. We also joined many college community members at the annual Campus to Campus Half Marathon cheering on participants and supplying water on the marathon route;
- The 2008 Distinguished Alumni and Young Alumni Awards nominations came to a close in March. I am very pleased to advise that we recently completed the selection process and we are in the final stages of contacting the awards winners and their respective nominators. We will be announcing the 2008 awards recipients and event information very soon;
- In April, we launched the Okanagan College Works marketing and communications campaign, profiling successful alumni in the media and encouraging alumni at large to reconnect with us and share their success stories. Since the launch, we have had numerous hits to the OC Works and Alumni websites. This campaign will continue to evolve over the next several months and we look forward to reporting on its progress at this time next year;
- Currently, we have been keeping very busy with our drive for donations for this year's Silent Auction as part of the Okanagan College Foundation's annual Charity Golf Tournament on May 22nd and are looking very forward to volunteering at this popular and successful fundraising event;
- We are also proud to announce that we are supporting the promotional partnership between American Express, Okanagan Wine Festivals Society, and Okanagan College Foundation's by donating \$3 from every bottle of alumni wine purchased with American Express during the month of May to the Foundation to support students in the food, wine and hospitality programs at the college;
- Finally, throughout the past year, we have also been very pleased to have increased alumni engagement and connections through a variety of vehicles including our

electronic newsletters and postcards, our new Facebook community, the college's Alumni webpages, and also through media releases.

We have demonstrated that our Alumni Association continues to evolve as a dynamic organization, providing services and benefits to OC and OUC alumni, in addition to providing value to Okanagan College and to the greater regional communities. Our achievements could not have been realized without our dedicated team of volunteers including alumni members at large, college student and staff volunteers, and numerous community and business partners. On behalf of the Board, your support is sincerely appreciated, thank you.

Over the next year, we look forward to building upon past successes and increasing our connections with the Okanagan College and OUC alumni community, and continuing to grow our active alumni membership, programs and services. We hope to do this by:

- Expanding our volunteer recruitment of alumni-at-large;
- Increasing our visibility and maintaining a consistent presence through active Alumni volunteer participation in college and community events throughout the year;
- Continuing to build relationships with students prior to graduation via joint efforts with faculty and student associations;
- Strategically reconnecting with alumni who may have lost touch with our Association by continuing to highlight, recognize, and profile their success as part of the OC Works campaign;
- Sustaining connections with alumni through consistent communication via the Alumni Newsletters, the Facebook site, the college Alumni website and potentially an Alumni print magazine;
- Further exploring the possibility of jointly hosting alumni affinity events, such as a 10-Year Alumni Reunion;
- Continuing to seek out sustainable funding partnerships that will enable us to assist students with scholarships, bursaries, and special events;
- Researching and developing new ways to engage alumni to encourage a continued interest in, and support of, the activities and education programs of Okanagan College.

In closing, I would like to take the opportunity to recognize each and every one of our past year's Board members. Your hard work, service, and dedication to the Alumni Association through the gifts of your valuable time, your enthusiasm and energy, your commitment and passion, and your business expertise and innovative ideas have been fundamental to the success of the current and future alumni of this great institution. My sincere thanks to each of you, for your contributions.

I have been honoured to serve as President over the past year, and I very much look forward to another exciting year ahead with the Okanagan College Alumni Association.

Sincerely,



Christina Ferreira
President, Okanagan College Alumni Association

**OKANAGAN COLLEGE
ALUMNI ASSOCIATION - FUND 22006
BALANCE SHEET as at MARCH 31, 2008**

ASSETS

Cash interfund	\$ 8,463.51	
Cash interfund (24122)	\$ 85.00	
Pre-paid expenses	\$ 660.00	
Total assets		<u><u>\$ 9,208.51</u></u>

LIABILITIES

Invoice & PO Payables	\$ -
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FUND BALANCES

Balance at beginning of year	\$ 10,663.62
Excess(Deficiency) of Revenue over Expenditures	(1,540.11)
Excess(Deficiency) of Revenue over Expenditures (24122)	85.00

BALANCE AT END OF YEAR \$ 9,208.51

**OKANAGAN COLLEGE
ALUMNI ASSOCIATION - FUND 22006
STATEMENT OF REVENUE AND EXPENDITURES
for the year ending MARCH 31, 2008**

REVENUE:

Alumni Awards Banquet	\$ 4,813.21	
Career Fair/ Welcome Back BBQ	\$ 1,315.88	
Credit Card Partner Commissions	683.84	
Donations	1,866.70	
Insurance Commission	441.79	
Product Sales	13,204.32	
Silent Auction	9,402.00	
Total Revenues	<u>9,402.00</u>	\$ 31,727.74

EXPENDITURES:

Advertising & Promotion	\$ 551.42	
Alumni Awards Banquet	10,770.77	
Consumable Supplies	8,280.13	
Cost of Sales	10,866.99	
Fees and Services	2,053.54	
Insurance	660.00	
Total Expenditures	<u>33,182.85</u>	

Excess(Deficiency) of Revenue over Expenditures \$ (1,455.11)



Christina Ferreira - President



Kara Kazimer - Vice President

ALUMNI ASSOCIATION			Mar-08	
Fund	Acct	Title	YTD Actual	
Miscellaneous Revenues				
22006	5313	Events/Ticket Sales	9,402.00	Silent Auction
22006	5332	Sundry	3,321.73	***See Breakdown below
22006	5349	Alumni Insurance Commission	441.79	Insurance commission
22006	5352	Convocation Wines Sales	6,331.55	Product Sales
Donations				
22006	5405	Donations	1,866.70	Donations
Sales & Service Revenues				
22006	5609	Memorabilia	5,550.76	Product Sales
Funding Transfers				
22006	5902	Transfer of Funding (Current Year)	-6,042.56	Exclude - trf between 22006 and 24122
22006	5902	Transfer of Funding (Current Year)	-23.78	Trf to Advmt (Welcome BBQ) reclass exp
Fees and Services				
22006	7101	Banking Service Charges	627.52	Fees & Services
22006	7104	Contracted Legal Services	695.33	Fees & Services
22006	7106	Credit Card Commissions	602.19	Fees & Services
Communications				
22006	7205	Metered Mail System Charge	87.27	Fees & Services
22006	7207	Courier Charges	41.23	Fees & Services
Travel				
22006	7410	Mileage	69.92	Advertising & Promotion
Advertising & Promotion				
22006	7501	General College/Program Adverts	0.00	Advertising & Promotion
22006	7506	Promotion	481.50	Advertising & Promotion
Materials for Resale				
22006	7701	Cost of Sales General	0.00	Cost of Sales
22006	7705	Cost of Sale Notions	459.93	Cost of Sales
22006	7706	Cost of Sale Memorabilia	4,162.23	Cost of Sales
22006	7712	Cost of Sales Wine	6,331.55	Cost of Sales

Materials General

22006	7802	Consumable Supplies/Service	7,713.02	Consumable Supplies
22006	7805	Insurance	660.00	Insurance
22006	7813	GST - ITC Adjustment (100%)	-86.72	Cost of Sales
22006	7833	Black & White Copying Charge	235.00	Consumable Supplies
22006	7834	Colour Copying Charge	308.33	Consumable Supplies

***** 5332 Breakdown:**

Career Fair BBQ	536.33	Career Fair
Credit Card Partner Commissions	683.84	Credit Card Partner Commissions
Product Sales	1,322.01	Product Sales
Welcome Back BBQ	779.55	Welcome Back

ALUMNI AWARDS BANQUET

Fund	Acct	Title	Mar-08 YTD Actual	
Miscellaneous Revenues				
24122	5313	Events/Ticket Sales	3,403.21	Awards Banquet
24122	5332	Sundry	1,410.00	Awards Banquet
Funding Transfers				
24122	5902	Transfer of Funding (Current Year)	6,042.56	Exclude - trf between 22006 and 24122
Fees and Services				
24122	7105	Contracted Services General	2,683.16	Awards Banquet
Communications				
24122	7205	Metered Mail System Charge	375.20	Awards Banquet
Advertising & Promotion				
24122	7501	General College/Program Adverts	1,351.23	Awards Banquet
24122	7506	Promotion	874.99	Awards Banquet
Materials General				
24122	7802	Consumable Supplies/Service	4,555.44	Awards Banquet
24122	7834	Colour Copying Charge	930.75	Awards Banquet



Board of Directors 2008/2009

- Carrie Desjarlais, BUAD '06
- Christina Ferreira, BBA (HONS) '00
- Gordon Ficke, ELEN '78
- Kara Kazimer, BBA '99
- Jamie Massie, BBA (HONS) '04
- Jamie Morrow, BUAD '04
- Sareena Nickoli, BBA '01
- John Perrott, BBA '03
- Debbie Smith, ARTS '93
- Nelson Stromgren, ARTS '71