

33RD ANNUAL AGM

Webcast

Ottawa, ON K1V 1H7

122 & 122A MEETING MINUTES

DATE: MAY 25, 26, 2022

'This meeting is being recorded on audio tape for minute-taking purposes as authorized'.

Roll Call

The following persons were present:

| Directors | Staff |
|----------------------------|-----------------------------------------------------|
| Joyce Austin – Chair | Stephen Williamson CFO/Acting CEO |
| Dalibor Ambrus – Treasurer | Charlette Mallette – Executive Assistant |
| Pam Reyno – Secretary | Cathy Wylie – Training Manager / Quality Manager |
| Boniface Koudjonou | Tasha McDonald – Marketing & Communications Manager |
| Houssain El Aribi | |
| Klas Ohman | |
| Chris Bates | |
| Jennifer Blaney | |
| Sylvie Boisvenue | |
| Maria Macos-Mendoza | |

Call to Order – Conflict of Interest

Joyce called the meeting to order. Quorum was presented.

Conflict of Interest

No conflict of interest to declare

1.0 Approval of the Agenda

Joyce asked if anyone wanted to change or amend the agenda

Motion: to approve the agenda for Board meeting #122 & 122A as presented.

Mover: James Downie

Second: Lauretta Liam

Carried.

2.0 Minutes from Board Meetings AGM #121 June 9th, 2021

Motion: to approve the Draft Minutes for Board Meeting #121

Mover: Laretta Liam

Second: Angelo Fernando

Carried.

3.0 Organization Update

Combined CEO & Chair Report: Stephen presented a PowerPoint presentation
Highlights of 2021: Launch of the CALA Association Management System and Training continued with successful delivery of online training for laboratory leadership skills.

136 assessments were conducted in 2021

128 Volunteer assessors in 2021

446 members in 2021

2021 meetings attended virtually: APAC/ILAC Accreditation Issues Committee/ILAC General Assembly

4.0 Treasurer Report

Financial Statements FY 2021 Presented by Dalibor Ambrus

Motion: re-appoint the firm Welch, LLP as auditors of CALA for 2022 fiscal year

Mover: James Downie

Second: Brad Woodward

Carried.

5.0 Motion of Responsibility

Motion: "We the members hereby support and approve all expenditures, actions and agreements undertaken by the Board of Directors and its officers and agents on behalf of the association, as reported to the membership.

Mover: Dave Hope

Second: James Downie

Carried.

6.0 Nominating Committee Report

Presented by Pam Reyno (Secretary/ Chair, Nominating Committee)

3 members appointed in 2021- Jennifer Blaney, Sylvie Boisvenue and Chris Bates
Board Officers for 2021-2022 – Joyce Austin (Chair), Klas Ohman (Vice Chair), Pam Reyno
(Secretary), Dalibor Ambrus (Treasurer).

Election results for 2022: Maria Marcos- Mendoza (Alberta, For Profit)

Motion: To ratify the slate of acclaimed/elected Directors

Mover: Brad Woodward

Second: Sumona Guha

Carried.

Motion: To destroy the ballots of the 2022 nomination and election process.

Mover: James Downie

Second: Maria Marcos - Mendoza

Carried.

7.0 Other Business

No other business to report

8.0 AGM Adjournment

Mover: Joyce Austin

Second: Angelo Fernando

Carried.