

**Saskatchewan Trade & Export Partnership
Annual General Meeting
Thursday, October 24, 2019
Delta by Marriot Downtown
Saskatoon, Saskatchewan**

1. **Call to Order**

Marlin Stangeland, Chair, STEP Board of Directors, called the meeting to order at 1:35 p.m.

2. **Appointment of the Secretary**

Karri Howlett moved; Nigel Jones seconded:

***to appoint Nicole Grande as Secretary for the business meeting.
Carried***

3. **Notice of Meeting**

The Chair noted that the 2019 Notice of Meeting was sent to STEP members on October 3, 2019. The Notice of Meeting will be attached to the minutes of the meeting.

4. **Report on Attendance**

On behalf of the Governance & Nominations Committee, Marlin Stangeland reported that 43 members were present; therefore, 11% of the membership was present.

5. **Introduction of the Current Board of Directors and STEP Staff**

The current Board of Directors introduced themselves at the meeting and the STEP staff present were recognized.

6. **Approval of the Minutes of the October 18, 2018 Annual General Meeting**

Rhonda Ekstrom moved; Mike Popowich seconded:

***that the minutes of the October 18, 2018 Annual General Meeting be approved as circulated.
Carried***

7. **Business Arising from the Minutes**

The Chair asked members if there was any business arising from the minutes. There was no business arising from the minutes.

8. **Message from the Chair**

Marlin Stangeland presented the Message from the Chair.

9. **Auditors Report and Financial Statements**

The Chair reviewed the Auditor's Report and Financial Statements for 2018 - 2019.

10. **Appointment of Auditors 2019 - 2020**

Kent Campbell moved; Michael Chubb seconded:

***to appoint KPMG as the Auditors for 2019 - 2020 fiscal year.
Carried***

11. **Report from the Governance & Nominations Committee**

In keeping with Board Governance Policy, Marlin Stangeland called for further nominations from the floor, none were received.

Lisa Aitken, Chair - Governance & Nominations Committee presented the report. It was reported that on October 3, 2019 and in accordance with STEP's bylaws, members were provided with the formal Notice of Meeting for the 2019 fiscal year, Financial Statements for the year ending March 31, 2019 and the minutes of the October 18, 2018 Annual General Meeting. Members were also provided with synopsis/background information of the candidates for the proposed slate for the STEP Board of Directors.

Angela Propp Schmitt moved; Laurie Pushor seconded:

***that the STEP membership accept the presented Slate of Candidates as presented and approved by the STEP Board of Directors and that a motion be adopted that Kevin Adair, Michael Chubb, John Hyshka, Victoria Rhodes and Greg Cruson be properly elected Directors of the Corporation to serve the agreed upon terms.
Carried***

12. **New Business**

The Chair asked if there was any new business to come before the meeting. No new business items were raised.

13. **Recognition of Retiring Directors**

Marlin Stangeland thanked Angela Propp Schmitt, Casey Davis and Ryan Lejbak, retiring Directors, for their commitment and number of years of services on the Board of Directors.

14. **Other Business**

The Chair asked if there was any other business to come before the meeting. No other business items were raised.

15. **Adjournment**

Lisa Aitken moved:

***that the meeting be adjourned at 2:00 p.m.
Carried***