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# Annual General Meeting 2021-2022 Information Package

7:30 PM Thursday June 23, 2022

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## Notice to all Club members:

**EUC Annual General Meeting** will be held on Thursday, June 23, 2022 starting at 7:30 pm on Zoom.

### Join Zoom Meeting

<https://us06web.zoom.us/j/83979376416?pwd=NGJzK2Z6TzVvQm40dFFCVUI1TDE1Zz09>

Meeting ID: 839 7937 6416

Passcode: 750064

Dial by your location

+1 647 374 4685 Canada

+1 647 558 0588 Canada

Your input will determine how we move forward as a club. Last October we agreed to ask the new executive to only serve for half a year before revisiting the club's vision and the option of standing or electing a new executive.

Last year's AGM resulted in a major revision of the Constitution in order to weather the public health protections. This year we will not be asking for new changes.

## AGENDA

### Call to Order

1. Review of 2021 AGM Minutes
2. Letter from the Board of Directors
3. Financial Report
4. Unfinished Business
5. New Business - Proposed Motions
6. Announcements
7. Election of 2022-2023 Board of Directors

### Adjournment

**ALL CURRENT REGULAR, SOCIAL AND LIFE MEMBERS HAVE A VOTE IN ESTABLISHING THE CLUB'S FUTURE.**

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## Call Meeting to Order

Time:

Club membership total:

Quorum (25% of membership):

## Review of 2021 AGM Minutes

Motion: to accept 2021 Minutes

# Letter from the Board of Directors

We are making a shift. Instead of reviewing the past year, we are just going to look forward. We are heading into a time when protocols and guidelines are shifting, and we are making the transition to getting together in person. For some, it's long overdue, and feels like normal. For others, it's too soon, and they are filled with hesitation. We are excited to see all the great people in this community and want to let you know that we understand, support and respect you, no matter where you fall in this transition.

Like so many organizations, we've found people have struggled to get motivated, active and interested. But slowly we are seeing a change. We have got off to a great start with all your help. For those who have signed up without knowing what we can offer this year, we appreciate you. Your support shows us you want the club to survive and thrive. That knowledge helps us move forward and start the rebuilding process. We have already had a couple of successful dive and BBQ events, and are going to be looking for your input at this AGM with what you would like from your club.

We are asking for everyone to help with this process. Instead of a small group of people taking on yearlong portfolios and commitments, please think of one event, dive, social activity or online get-together that you could help with or run. With many hands we can make a full, diverse calendar for 2022 with something for everyone.

Looking forward to connecting and collaborating on the 23rd!

From your EUC Executive.

**Etobicoke Underwater Club**  
**Treasurer's report on the Financial Statements**  
**For the year ended September 30, 2021**

This past year was the first full year where we implemented both the diving and social memberships. Also, as we were still impacted by Covid 10 restrictions and generally a lower participation by membership, we had very few club dives, which were poorly attended. We did not carry our any other events. Our membership continued to be at an all-time low.

**Balance Sheet:**

- We closed the year with \$5,223 in the bank (compared to \$3,879 in 2020).
- Accounts receivable: We had \$74 in outstanding receivable at the end of the fiscal year, compare to a \$1,300 balance in the prior year. The balance is owing was collected in early October.
- We have \$11,680 in term deposit, unchanged from the prior year.
- The Prepaid account of \$4,113.76 for the fiscal year ended in 2020 represented deposits made for dive chartered that were cancelled during 2020 because of Covid19. Those deposits have been carried over to the 2021 dive season, utilized and therefore expensed in this fiscal last year.
- Equipment Inventory: we expensed the balance of the inventory value carried on our balance sheet in this fiscal year (\$58). It was determined that whatever is left is mostly virtually of no value, given that club is not currently involved in training activities. The remaining assets will either be sold or disposed of. It is not expected that the club will realize significant cash on any sale. Prior to this fiscal year, the club policy was to carry all items of equipment at a nominal value of \$1.00 per physical asset on hand. No physical inventory was taken of the remaining assets at September 30, 2021.
- Deferred revenues: As result of the club's decision to reimburse members for part of the fees they paid in 2020, we set up a provision of \$2,790 to apply towards members' 2021 membership fees. This amount was reversed and recorded as revenue in the fiscal year.

**Statement of revenues and expenses:**

- In total, revenues were \$6,883 compared to revenues of \$10,126 in 2020. That we made up of membership renewals of \$3,035, dive revenues of \$3,091 and equipment sales of \$760 (we have now mostly sold or disposed of all our equipment).
- Our Expenses for the fiscal year ended September 30, 2021 were \$8,147 compared to \$9,433 for the fiscal year ended September 30, 2020. The expenses were mostly for dive charters previously paid or committed for in 2020 (\$5,481) but deferred to 2021 due to the pandemic. We also paid \$1,358 to OUC for membership and insurance. The administration costs were for EUC domain name renewal, accounting fees, and miscellaneous expenses.
- Looking at net margins by revenue segment, the only segment that had activity was the summer dives. We lost \$2,390, mostly as we had poor attendance for our August Tobermory weekend,

- no participation for the September dive weekend and little participation for the Georgian Bay dive in late August. As mentioned above, we had already committed or paid for those charters.
- We collected \$3,792 for administrative purposes (\$3,035 for membership and \$760 for sale of equipment) and spent \$2,575 for OUC and other administrative expenses as mentioned above. Therefore, we generated a surplus to \$1,216 for our admin sector.
  
  - Consequently, for the fiscal year ended September 30, 2021, we sustained a loss of \$1,264 compared to a gain of \$693 in the prior year, which had generated almost \$3,000 of equipment sales.

Hervé Séguin, CPA, CGA, CMA  
Treasurer  
November 24, 2021

**Etobicoke Underwater Club**  
**Balance Sheet**  
(Unaudited)

As at the period ended	SEPTEMBER 2021	SEPTEMBER 2020	Year over Year Variance inc. (decr)
Bank	\$ 5,222.98	\$ 3,879.02	\$ 1,343.96
Imprest	\$ -	\$ -	\$ -
Accounts receivable	\$ 74.15	\$ 1,300.00	\$ (1,225.85)
Allowance for doubtful account	\$ -	\$ -	\$ -
Term Deposit	\$ 11,680.00	\$ 11,680.00	\$ -
Prepaid Expense	\$ -	\$ 4,113.76	\$ (4,113.76)
Equipment	\$ -	\$ 58.00	\$ (58.00)
<b>ASSETS</b>	<b>\$ 16,977.13</b>	<b>\$ 21,030.78</b>	<b>\$ (4,053.65)</b>
Deferred Revenues	\$ -	\$ 2,790.00	\$ (2,790.00)
<b>LIABILITIES</b>	<b>\$ -</b>	<b>\$ 2,790.00</b>	<b>\$ (2,790.00)</b>
<b>NET ASSETS</b>	<b>\$ 16,977.13</b>	<b>\$ 18,240.78</b>	<b>\$ (1,263.65)</b>
Opening Net Assets	\$ 18,240.78	\$ 17,547.52	\$ 693.26
Net Activity - current year	\$ (1,263.65)	\$ 693.26	\$ (1,956.91)
<b>CLOSING NET ASSETS</b>	<b>\$ 16,977.13</b>	<b>\$ 18,240.78</b>	<b>\$ (1,263.65)</b>

**Etobicoke Unerwater Club**  
**Statement of Revenues and Expenses**  
(Unaudited)

For the Years ended	SEPTEMBER 2021	SEPTEMBER 2020	Year over Year Variance
<b>REVENUE</b>			
Membership- Regular	\$ 3,035.83	\$ 2,116.35	\$ 919.48
Training Income	\$ -	\$ 530.00	\$ (530.00)
Events Income	\$ -	\$ 4,347.00	\$ (4,347.00)
Equipment sales	\$ 760.00	\$ 2,918.00	\$ (2,158.00)
Summer Dives deposit from Divers	\$ 3,091.21	\$ 85.00	\$ 3,006.21
Equipment Rental	\$ -	\$ 60.00	\$ (60.00)
Interest Income	\$ (3.36)	\$ 70.00	\$ (73.36)
<b>Total revenues</b>	<b>\$ 6,883.68</b>	<b>\$ 10,126.35</b>	<b>\$ (3,242.67)</b>
<b>EXPENSES</b>			
Training Expenses	\$ -	\$ 495.95	\$ 495.95
Inventory & Equipment Mtnce - Non course related	\$ 24.17		\$ (24.17)
Inventory write-down	\$ 58.00	\$ 80.00	\$ 22.00
Events Expenses	\$ -	\$ 3,303.20	\$ 3,303.20
Publicity	\$ -		\$ -
Administrations charges	\$ 1,225.90	\$ 789.95	\$ (435.95)
Provision for Bad Debts			\$ -
Summer Dive Expenses	\$ 5,481.26	\$ 147.97	\$ (5,333.29)
Pool Rentals	\$ -	\$ 2,776.02	\$ 2,776.02
OUC Insurance - all	\$ 1,358.00	\$ 1,840.00	\$ 482.00
<b>Total expenses</b>	<b>\$ 8,147.33</b>	<b>\$ 9,433.09</b>	<b>\$ 1,285.76</b>
<b>PROFIT/(LOSS) FOR PERIOD</b>	<b>\$ (1,263.65)</b>	<b>\$ 693.26</b>	<b>\$ (1,956.91)</b>
<b>SEGMENT ANALYSIS</b>			
<b>Training</b>			
income	\$ -	\$ 530.00	\$ (530.00)
expenses	\$ -	\$ 495.95	\$ 495.95
Training net profit (loss)	\$ -	\$ 34.05	\$ (34.05)
<b>Events</b>			
income	\$ -	\$ 4,347.00	\$ (4,347.00)
expenses	\$ -	\$ 3,303.20	\$ 3,303.20
net	\$ -	\$ 1,043.80	\$ (1,043.80)
<b>Summer dives</b>			
income	\$ 3,091.21	\$ 85.00	\$ 3,006.21
expenses	\$ 5,481.26	\$ 147.97	\$ (5,333.29)
Dives net profit (loss)	\$ (2,390.05)	\$ (62.97)	\$ (2,327.08)
<b>Other general membership</b>			
income	\$ 3,792.47	\$ 5,164.35	\$ (1,371.88)
expenses	\$ 2,666.07	\$ 5,485.97	\$ 2,819.90
net	\$ 1,126.40	\$ (321.62)	\$ 1,448.02
<b>Total</b>			
income	\$ 6,883.68	\$ 10,126.35	\$ (3,242.67)
expenses	\$ 8,147.33	\$ 9,433.09	\$ 1,285.76
net	\$ (1,263.65)	\$ 693.26	\$ (1,956.91)

**Etobicoke Underwater Club**  
**Statement of Cash**  
(Unaudited)

for the year ended	SEPTEMBER 2021	SEPTEMBER 2020
Opening cash balance	\$ 3,879.02	\$ 7,609.44
operating loss	\$ (1,263.65)	\$ 693.26
changes in working capital		
Source (use) of cash		
Accounts receivable	\$ 1,225.85	\$ (1,300.00)
-Inventory of equipment	\$ 58.00	\$ 80.00
-Prepays	\$ 4,113.76	\$ (3,613.76)
-petty cash	\$ -	\$ 600.00
-term deposit	\$ -	\$ (70.00)
-Accounts payable and accrued liability	\$ -	\$ (2,909.92)
-Other	\$ (2,790.00)	\$ 2,790.00
Net cash used during the year	\$ 1,343.96	\$ (3,730.42)
Closing cash balance	\$ 5,222.98	\$ 3,879.02



# Unfinished Business

There being none.

# New Business

## Notice of Proposed Membership Nominations

The following are proposed membership nominations to be approved by a two-thirds vote of the members present at a general meeting of the Corporation. Honorary memberships allow the Honoree to receive all club communications and notices to keep in touch with club activities.

### **Motion #1:**

Proposed: To extend Honorary Membership to past member Dr David Sawatzky in appreciation of his medical council and continuing contributions to the Club.

Dr. David Sawatzky is a diving medical consultant who has worked for the Canadian Armed Forces for more than 35 years. He was involved in diving medical research at Defense Research and Development Toronto, was the Canadian Forces Staff Officer in Hyperbaric Medicine, and is still a member of the Consultant Board in Diving Medicine for the Canadian Forces. Dr. Sawatzky has written a column on diving medicine published in Sport Diving Australia and Diver Magazine Canada for many years. He has been on the Board of Advisers for the International Association of Nitrox and Technical Divers (IANTD) since 2000, is a cave, trimix and closed circuit rebreather diver/instructor/instructor trainer and has completed almost 1,000 cave dives, many original exploration.

*Dive Rite*

# Announcements

## Board of Directors Elections

## Adjournment

Now let's go diving!

# Board of Directors Elections for the 2022 - 2023 year

Attention ALL EUC Members

The time is here to elect EUC's 2022-2023 Executive. You need to be a part of this process. The current executive has been canvassed to see who is willing to stand again. All positions are vacant as of the election.

## EUC Board Positions:

- President\*
- Vice President
- Secretary (Membership)
- Treasurer (Club finances)

Criteria for standing for a position on the Executive are:

- Nominees must be **members in good standing**
- Must have been a **member of EUC for at least one year**

\* For the position of President, nominees must have **served on the Executive for at least one year**

Now it's YOUR TURN.

If you want to run for a position or want to nominate a club member for a position, you must:

- submit a nomination form, *signed by the nominee and yourself* to a member of the Nominating Committee.
- you can nominate yourself
- or nominate or be nominated from the floor at the election.

Note: *Nominees from the floor must be present at the election to accept the nomination.*



## EUC Nomination Form

Position: \_\_\_\_\_

Nominee: \_\_\_\_\_

print

signed

Nominator: \_\_\_\_\_

print

signed

Please submit to Cam Sherriff at [euc\\_president@euc.ca](mailto:euc_president@euc.ca) before June 23 2022 or at the AGM.



# Annual Meeting Minutes 2019-2021

[www.euc.ca](http://www.euc.ca)

Thursday Oct 21, 2021

**Executive Present:** Cam Sherriff (chair & recording), Roland Wenzl, Hervé Séguin, Chris Nagy, Bruce Beattie, Marianne Collins, Dan Poirier

Absent: Mike Yano, Brenda Tsotsos, Scott Holmes, Daniel Wenzl, Sarah Wenzl

.....  
Meeting called to order at 7:40 PM. 17 members attending. 12 needed for quorum (must have 25% of voting membership)

**Moved by:** Roland Wenzl **Seconded by:** Bruce Beattie

**To:** open Etobicoke Underwater Club 2019-21 Annual General Meeting.  
Vote taken. Motion Carried.

**Bypassed review of 2018 Minutes:**

## 2019-21 EXECUTIVE REPORTS

### Additions to written Reports

#### President – Camilla Sherriff

Welcomed all in attendance. Noted that due to the Corona virus pandemic, we were having our first annual general meeting in 2 years. Extenuating circumstances that have brought extreme challenges for the club.

**Past President – Roland Wenzl**

Has not been able to run any courses due to social distancing and Toronto Health regulations. All First Aid/CPR expiry dates have been extended due to the virus. Will get course back up as soon as it is safe to do so

**1<sup>st</sup> Vice President | Training – Scott Holmes (absent)**

-No Report

**2<sup>nd</sup> Vice President | Safety – Vacant**

-No Report

**Treasurer – Hervé Séguin**

- Dale made note that the date is repeated in the report. Correction is noted.

**Secretary – Mike Yano (Absent)**

-No additional report

**Open Water Dive Chair – Bruce Beattie**

The challenges of making sure the club and members were protected from Covid and liability were a huge undertaking during the pandemic. The amount of people diving currently does not make booking a charter a good idea. The new exec will need to brainstorm around ideas of how to navigate diving safely, without a loss, once restrictions open up

**Events Coordinator– Brenda Tsotsos (absent)**

-no report

**FINS Below Editor – Marianne Collins**

No additional report

**Marketing – Daniel Wenzl (absent)**

- No report

**Webmaster – Chris Nagy**

**Non-Portfolio – Dan Poirier**

- No report

**Non-Portfolio –Sarah Wenzl (absent)**

-no report

**Community Events Coordinator – Sarah Wenzl (absent)**

-No report

## **UNFINISHED BUSINESS**

None

## **New Business**

### **Notice of Proposed Membership Nominations**

The following are proposed membership nominations to be approved by a two-thirds vote of the members present at a general meeting of the Corporation. Honorary memberships allow the Honoree to receive all club communications and notices to keep in touch with club activities.

#### **Motion #1:**

Proposed: To extend Honorary Membership to Dr David Sawatzky in appreciation of his medical council and continuing contributions to the Club.

**Moved by:** Marianne Collins **Seconded by:** Dale Johnson

**Motion carried.**

### **Constitutional proposed changes**

#### **Motion #2:**

Proposed: To accept the recommended changes to the Constitution as shown in the enclosed document "Proposed Constitutional Changes Oct 2021"

**Moved By:** Hérve Seguin **Seconded:** Dan Poirier

**Motion carried.**

### **Announcements and Questions from the Floor**

#### **Regarding motion 2**

-Paula asked about the security of having only 3 voting executive plus the president.

Currently we are trying to allow the club the most flexibility to rebuild the club. If we require extra executive, we may not be able to fill the spots. For additional accountability, members can attend any executive meeting, and those dates will be announced ahead of schedule.

-Bruce Thorpe asked how we check new members due to proposed removal of the words “demonstrate proficiency”

We had always had new members do a small in pool refresher. Not realistic without a pool. We will still require c-cards and logbooks. This requirement will be stated in the Policy and Procedure manual.

-Paula questioned the removal of using the club seal.

No longer a legal requirement and most notifications now are online.

-Paula asked about allowing members with commercial interest into the club.

Discussed potential of an affiliation with a shop. Bruce Beattie had an initial conversation with Dive Academy before Covid hit. Would need to revisit once club is clearer on what it has to offer. Looking at all avenues to rebuild our memberships to help establish wide enough base to provide all we could do before. This commercial interest could also include advertising in Fins. That possibility would happen after clear guidelines for ads was established.

-Paula questioned the security of taking away the requirement of needing majority of members approval for major club expenditures.

This clause was related to equipment and we have none now.

### **General Discussion**

-Goncalo mentioned his willingness to pitch in where ever he could. He was recognized for all his outstanding contributions with metal works. Dusan commented his table and chairs he won in the raffle were one of his prized possessions.

-Gary Porcaro asked the executive to hold on for just a bit longer. As a previous member of a club that folded he feel it will only be a short period of time without restrictions for the club to turn things around.

-A discussion was had about needing everyone to pitch in to break up the tasks and try to spread the work of rebuilding among as many as possible.

**The decision to hold off on the election for one month to recruit based on the new constitution requirements. The discussion and results from Nov 18<sup>th</sup> vote are included below.**

### **Adjournment of 2021 AGM**

**Moved by:** Marianne Collins **Seconded by:** Gary Porcaro

**Motion carried. Meeting adjourned 9:25 PM**

EUC Election Meeting called to order at 8:15 PM, Nov 18th

18 members attending. 12 needed for quorum (must have 25% of voting membership)

**Motion:** To open Etobicoke Underwater Club Executive Election Meeting.

**Moved by:** Marianne Collins **Seconded by:** Dan Poirier

Vote taken. Motion Carried.

**Motion to appoint Art Penney to convene the election of the new executive**

**Moved by:** Hervé Seguin **Seconded by:** Chris Basham

**Motion Carried**

Cam thanked not only the outgoing executive but the alternates too for a persisting in an unprecedentedly challenging time. These people continued long after their terms and commitment should have been completed. The challenge now is to see if there is any interest in the club and rebuilding. The much smaller exec will be committing to half a year to see if it is worth pursuing pushing on. We find a way to rebuild or dissolve.

Volunteers stepped forward to provide support

Newsletter and Bulletins-Marianne Collins, Website -Chris Nagy, Dive Trips Abroad -Sarah Wenzl, Training-Roland Wenzl, Community Events-Ken Boyce, Phone committee- Dan Poirier, Spring BBQ- Goncalo Jorge. Other will be considering what seminars or other support they can offer.

**Motion to dissolution of the 2019-2021-Executive Board**

**Moved by:** Dale Johnson **Seconded by:** Bruce Thorpe

**Motion carried.**

**ELECTION OF NEW EXECUTIVE** - chaired by Art Penney

**Election Results:**

**Board of Directors**

President- Cam Sherriff

Vice President – Dale Johnson

Treasurer- Chris Basham

Secretary-Mike Yano

**Elections closed.**

**Adjournment of 2021 Executive Election**

**Moved by:** Gary Pocaro **Seconded by:** Dan Poirier

**Motion carried. Meeting adjourned 8:26 PM**