

Canadian Livestock Records Corporation



Minutes of the Annual Meeting 2021

April 24, 2021



Canadian Livestock Records Corporation

2021 Annual General Meeting

Minutes

The one hundred and sixteenth Annual Meeting of Canadian Livestock Records Corporation (formerly Canadian National Live Stock Records) was held by ZOOM Videoconference, Hosted from Ottawa, Ontario on April 24, 2021.

1. Call to order

- As Chair, Glen Parker called the meeting to order at 2:05 p.m. and introduced himself.
- Glen confirmed the meeting was being recorded.

2. Identification of Representatives and Special Guests

- Glen Parker introduced the Board members, staff and guests in attendance, and welcomed all.

Representatives in attendance:

Canadian Sheep Breeders Association: Glen Parker (CLRC Chair), Trenholm Nelson (CLRC Director),
Kim MacDougall and Bernadette Nikkel

Canadian Swine Breeders Association: Dave Vandebroek, (CLRC Director)

Canadian Morgan Horse Association: Sherri Wilson (CLRC Director)

Canadian Highland Cattle Society: Jaylyn Ettinger and Eliza Mitchell

Canadian Goat Society: Sandy Howell, Chris Grab and Ed Cavanagh

Canadian Horse Breeders Association: Tina McNaughton

Canadian Blonde d'Aquitaine Association: Paul Ferguson

Canadian Dexter Cattle Association: Cathy Heinzelman

Canadian Donkey and Mule Association: Kim Baerg

Canadian Hays Converter Association: Gib Drury

Canadian Icelandic Horse Federation: Vicky Stoncius

Canadian Percheron Association: Kathy Ackles and Donna Swanston

Canadian Sport Horse Association: Barbara Jackson and Michael Ward

Canadian Warmblood Horse Breeders Association: Andre Sigmond and Jennette Coote

Welsh Pony and Cob Society of Canada: Annie Demers and Mary Cork

Also present: David Trus Animal Officer AAFC, Jim Washer CLRC General Manager, Caleigh Jerry, CLRC Cattle Registrar, Melanie Overduin, CLRC Sheep and Goat Registrar

3. Approval of Agenda

- Glen Parker called for additions to the Agenda. With no additions, Glen called for approval of the Agenda.

Motion: Moved by Barbara Jackson, seconded by Dave Vandebroek to approve the agenda as presented.
Carried.

4. Moment of Reflection

- Glen Parker called for a moment of silence in reflection of breeders who passed away during the past year.

5. Chair's Address

- Glen Parker opened his report indicating that 2020 had been quite a year with the Covid-19 pandemic and the resulting lockdowns and closures. He noted that agriculture is, however, not as affected as many other industries.
- CLRC had closed out 2020 on a positive note as staff were able to meet the unit targets in spite of split schedules and working from home. As a result, there was a modest profit for 2020. It will be important to keep meeting the unit goals so as to provide enough revenue to replace equipment as needed and attract capable individuals to the staff.
- 2020 saw the retirement of Glenn Clark, longtime Systems Manager and we wish Glenn the best in his well-earned retirement. Gabriel Kronfeld came on staff in the fall of 2020 as the programmer, but as part of the long term strategic plan, the Board will be looking to add another person to the strained IT department.
- The incoming Board will be looking at a new 5 year strategic plan to deal with equipment replacement, upgrades to the computer programs and consideration of more current databases, staffing and improved service and attracting new associations.
- Glen thanked the board members and staff for their contributions and hard work over the past year, and noted the passing of long time Board member Myrna Flesch. Her valued opinions will be missed.
- Glen indicated that nominations for Board Director positions would normally be solicited at this time, however due to the current COVID situation and hosting the Annual Meeting via Video Conferencing, nominations had been solicited prior to the Annual Meeting. As CLRC received one less interested candidate than there are positions, we would be presenting a slate of Directors with one vacancy and no election is required.

6. Minutes of the last Annual Meeting

- Glen Parker presented the minutes of October 3, 2020, noting that a link had been provided with the meeting notice sent out earlier. He asked if the minutes should be read, and it was agreed not to do so. Glen gave everyone time to review the minutes and then asked for comments or questions. With no further questions or comments, Glen called for acceptance of the minutes.

Motion: Moved by Bernadette Nikkel, seconded by Barbara Jackson that the minutes of the Canadian Livestock Records Corporation Annual Meeting held October 3, 2020 by Zoom videoconferencing accepted as presented. Carried

7. Business arising from the last Minutes

- There was no business arising from the minutes.

8. General Manager's report

- Jim Washer referred to his written report presented in the 2020 Annual Report, and highlighted a number of key points including:
 - A full year since staff began to work from home due to the Covid-19 pandemic. The 2020 Annual Meeting was postponed from its original April date and held by videoconference in October 2020. He noted the loss of a dedicated Board member with the passing of Myrna Flesch.
 - Staff continued to serve breeders and associations, working from home some days and in the office others but maintaining a full time schedule. Staff are being provided with new laptops to assist with this situation.
 - Results for CLRC in 2020 were positive with at 15.8% increase in units processed and a small yearend financial surplus.
 - The budget for 2021 as approved by the Board includes a slight increase on 15 cents in the unit cost.
 - In the coming year, the Board will be developing and implementing a new 5 year strategic plan that will address areas such as website development, electronic registry services, improved online payment options, exploration of database alternatives, staff development and succession planning, and marketing and communications.
- Jim recognized the staff who work on behalf of the breeders and association, and thanked breeders for their patience during the present trying times. He noted that with the retirement of Glenn Clark, Gabriel Kronfeld

has been hired as the new programmer and Bob Spitz, an APPX consultant is assisting with immediate programming demands.

- Finally, Jim thanked the Board of Directors for their support and leadership.

9. Auditor's Report and Financial Statements

- Jim Washer presented the Auditor's Report and reviewed the Financial Statements as prepared by Kelly Huibers McNeely Professional Corporation, which are included in the CLRC Annual Report. The Audit was performed according to normal auditing procedures and practices and presents fairly in all respects of CLRC as at December 31st, 2020.

Summary:

Balance Sheet: Total Assets \$248,290

Total Liabilities \$272,419

Net Liabilities \$21,129

Liabilities include a loan of \$60,000 under the Canada Emergency Business Account

Statement of Operations: Total Revenue \$1,180,629 compared to \$882,844 in 2019

Total Expenses \$1,172,154 compared to \$961,274 in 2019

Net Revenue \$8,475 compared to a deficit of \$78,340 the previous year

Statement of Cash Flows: Cash beginning of year \$74,857

Cash end of year \$72,262

Motion: Moved by Barbara Jackson, seconded by Mary Cork that the Auditor's Report and Financial Statements for 2020 be accepted as presented. Carried.

Questions from the floor regarding the financial statements and the budget for 2021 were answered. In particular, it was asked if the budget could be made available sooner in the year, and Glen Parker responded that the Board would agree to this.

There was also considerable discussion on turnaround and staff response times, with indications that there are many dissatisfied breeders.

10. Appointment of Auditors

Motion: Moved by Chris Grab, seconded by Mary Cork that Kelly Huibers McNeely Professional Corporation be appointed as Auditors for the year ending December 31st, 2021. Carried

11. Election of Directors

- Glen Parker presented the slate of nominations for the Board including; Dave Vandebroek, Trenholm Nelson, Sandy Howell, Tina McNaughton, and himself, Glen Parker, for the year 2020-2021. At this point there will be one vacancy. David Trus continues to sit as the appointed Representative of the Minister.

Motion: Moved by Bernadette Nikkel, seconded by Barbara Jackson to accept the slate of Directors as presented. Carried.

12. New Business

- Glen Parker asked if there was any new business
Eliza Mitchell asked about additions to the CLRC website, in particular to accommodate Facebook.
- Cathy Heinzelman inquired on behalf of a breeder if it would be possible to receive invoices and receipts electronically rather than in the mail. Melanie Overduin responded that breeders can request to their registrar that this be done.

13. Adjournment

- Glen Parker announced that the next Annual Meeting is scheduled for April 23, 2022, tentatively in Calgary, but dependent on COVID.

Motion: Moved by Barbara Jackson that the 2021 Annual Meeting be adjourned.