

Canadian Livestock Records Corporation



Minutes of the Annual Meeting 2017

April 8, 2017



Canadian Livestock Records Corporation

2017 Annual General Meeting

Minutes

The one hundred and twelfth Annual Meeting of Canadian Livestock Records Corporation (formerly Canadian National Live Stock Records) was held at the Capital Hill Hotel and Suites, Ottawa, Ontario on April 8th, 2017.

1. Call to order

- The Chair, Glen Parker called the meeting to order at 1:45pm, introduced himself and welcomed all members, guests and staff in attendance.

2. Identification of Representatives and Special Guests

- Of 44 Member Associations, 22 Representatives were appointed. With 20 in attendance, quorum was confirmed.
- Glen Parker welcomed all members and guests in attendance, and invited everyone to introduce themselves.

Members and Guests in attendance:

Canadian Blonde d'Aquitaine Association: Myrna Flesch (CLRC Director)
Canadian Sheep Breeders Association: Glen Parker (CLRC Director), Stacey White (CLRC Director), Trenholm Nelson and Colleen Acres.
Canadian Swine Breeders Association: Dave Vandenbroek, President
Welsh Pony & Cob Society of Canada: Mary Cork (CLRC Director)
Canadian Speckle Park Association: Rod Remin (CLRC Director)
Canadian Shorthorn Association: Dennis Cox and Lloyd Wright
Canadian Dexter Cattle Association: Ian Payne
Canadian Morgan Horse Association: Sherri Wilson and Nancy Cavanaugh
Canadian Percheron Horse Association: Kathy Ackles
Canadian Sport Horse Association: Lu Lancaster
Canadian Highland Cattle Society: Joan Wort and Clair Sadler
Katahdin Sheep Association: Judy Corbett
Canadian Galloway Association: Tony Onufer
Canadian Hays Converter Association: Gib Drury

Also present: Glenn Clark CLRC Systems Manager, Brian Sullivan Manager CCSI, Ron Black Former General Manager of CLRC, Vic Eggleston Executive Director Belted Galloway Society (U.S.A), David Trus Animal Officer AAFC, Jim Washer General Manager CLRC.

3. Approval of Agenda

- Glen Parker indicated that Nominations for Board Director positions will be called for three times during the course of the meeting, followed by an election if required as per item # 12 on the agenda.
- Rod Remin submitted a motion to amend the Agenda by reversing the order of New Business and Election of Directors.

Motion: Moved by Rod Remin, seconded by Myrna Flesch to approve the agenda with the amendment of reversing the order of New Business and Election of Directors. Carried.

4. Moment of Reflection

- Glen Parker indicated that today is the 100th anniversary of Vimy Ridge, and called for a moment of silence in consideration for soldiers of that battle, and of breeders who passed away during the past year.

5. Chair's Address

- Glen Parker reported that 2016 was both an exciting and challenging year for CLRC, in respect of the new initiatives taken on and the new staff being hired, as well as the new Website and Electronic Registry as presented this morning.
- The Strategic Plan was initiated in 2015, developed in 2016 and presented as complete to this year's annual meeting.
- Glen described the work completed by Staff and Board on Strategic Planning and the collaborative efforts to address Turnaround times and maintain day-to-day operations. We were also faced with the challenge of implementing new initiatives while trying to maintain a balanced budget and cashflows. Glen credited Staff and Board for monitoring these challenges closely, and thanked everyone for their work over the year. Glen also commented that the work done by the Board Directors represents the interests of all Associations, not just their individual breeds.
- Glen then invited Mary Cork, Chair of the Nomination Committee to come forward to present the slate of officers for Directors of the Board.
- Mary presented the slate of nominations including two of the existing Board members Myrna Flesch (Blonde d'Aquitaine) and Glen Parker (Sheep) whose terms have expired and who have submitted their nominations for re-election, as well as new candidates Sherri Wilson (Morgan Horse), Sandy Howell (Goats), Judy Corbett (Katahdin Sheep), and Dave Vandenbroek (Swine).
- Glen called for additional nominations. There being no further nominations, all candidates were asked if they would let their names stand. All names stand.
- Glen called for a motion to accept the current slate of nominations as follows;
 - Myrna Flesch Blonde d'Aquitaine
 - Glen Parker Sheep
 - Sherri Wilson Morgan Horse
 - Sandy Howell Goats
 - Judy Corbett Katahdin Sheep
 - Dave Vandenbroek Swine

Motion: Moved by Stacey White, seconded by Trenholm Nelson to accept the slate of nominations as presented. Carried.

- Jim Washer displayed the slate of nominations on the screen for all to see.

6. Minutes of the last meeting

- Glen presented the minutes of April 16, 2016, and asked for comments or questions. There were no questions or comments.

Motion: Moved by Myrna Flesch, seconded by Kathy Ackles that the minutes of the Canadian Livestock Records Corporation Annual Meeting held April 16, 2016 in Calgary, Alberta be accepted as presented. Carried

7. Business arising from the last minutes

- There was no further business arising from the minutes.

8. General Manager's report

- Jim Washer referred to his written report presented in the 2016 Annual Report, and added additional comments including:
 - 2016 was a very exciting year, having finalized the strategic plan and starting to implement many of the elements identified in the plan.
 - Jim reviewed some of the most significant developments including
 - The completion of the SNP genomic testing resulting in a 69% increase in genomic testing.
 - The completion of upgrades of all computers and software.
 - The transition to on-line banking and elimination of hard copies of bank statements for most breed associations.
 - The introduction of individual accounts with Pragmatic Conferencing for Associations.
 - The initiation of bilingual news bulletins on a regular basis.
 - The significant increase in membership mailings with over 14,000 now being sent out annually.
 - The initiation of the Resource Audit, including hiring Rowland and Associates, reviewing our server needs, and developing the Website and Electronic Registry.
 - Jim recognized that turnaround time needs to be improved and commented that staff are working closely to identify ways to address this.
 - Jim introduced and thanked the Staff and commented on their tenure at CLRC, as well as his appreciation to the Board Members for their support and hard work.
 - Jim recognized David Trus, appointed by the Minister, for his expertise and work with the Board of Directors.

Motion: Moved by Myrna Flesch, seconded by Stacey White that the Chairman's Report and General Manager's Report be accepted as presented in the 2016 Annual Report. Carried.

Glen Parker then invited David Trus to come forward to present his report.

- David indicated that he has been representing AAFC since 1996, and remarked on the very positive changes having taken place recently.
- David commented on the need for all Associations to implement succession planning for staff and Board, and reported on some staffing changes in the AAFC office.
- David reminded everyone that annual stats are submitted to AAFC at this time by CLRC and which is displayed on the AAFC Website.

Gene Editing

- David reported on Gene Editing and the applications coming up with this new technology. AAFC hosted a workshop this past fall, and it is expected that Gene Editing may have a big impact in 3 areas; Agriculture, Human Medicine and Health, and Environmental. Old technics are very expensive compared to new technologies that are faster and cheaper.
- Although it may not have an impact immediately, David suggested that breeders may start to hear of this shortly.

Roll of CLRC

- David provided an historical overview of CLRC. Prior to 1900, the Department of Agriculture entered into an agreement with the U.S. for trade across borders.
- Several registries started up which led to a National Registry, and the development of the Animal Pedigree Act (APA) in 1905.
- Several breeds have successfully gone on their own, but CLRC still remains a prominent registry recognized by the Minister. David commented that the current changes at CLRC are some of the most positive in recent years.
- Glen Parker thanked David for his report, and made a second call for Nominations for Directors. No further Nominations were put forth.

9. Auditor's Report and Financial Statements

- Jim Washer presented the Auditor's Report and reviewed the Financial Statements of CLRC as prepared by BDO Canada LLP. The Financial Audit was performed according to normal auditing procedures and practices and presents fairly in all respects of CLRC as at December 31st, 2016.
- The Auditors Report states that there were no significant changes from the previous year and their opinion is that the report presents the actual position of CLRC financials.
- Jim mentioned that 2016 saw an increase in revenues of over \$110,000 from the previous year. However we reinvested these monies and with other increased expenses saw a net loss of (\$13,637)

Statement of Financial Position (Balance Sheet)

Assets: total = \$258,673

- Includes combined Cash, Term Deposits, and receivables.
- Tangible Capital Assets includes acquisitions and amortization of photocopiers, computers, software, office equipment and lease hold improvements.
- Intangible Assets includes the website and web developments.

Liabilities and Net Assets: Total = \$297, 007

- Accounts payable includes USD Funds Account, work done by Labs, GST and HST remittances, Credit Cards etc.
- Other liabilities includes accrued vacation, deferred revenues, and Capital lease of equipment.
- Net Assets includes restricted funds for contingency and capital equipment as well as unrestricted funds.

Statement of Operations

- The bottom line shows a deficit of (\$13,637) compared to a small surplus last year of \$1,397.

Revenues

- Current year revenues were \$936,266 (\$111,000 higher than last year) and includes;
 - Recoveries from Associations due to levy adjustments and a Unit Cost increase.
 - Special services for programming, secretarial services, membership mailings, DNA testing and other recoveries.

Expenses

- Expenses were \$949,923, higher than last year by @ \$120,000.
- Salaries were higher due to additional staff and small increases for cost of living.
- DNA testing expenses were higher due to increased volume.
- Of the many other expenses, some lines increased and some decreased. Of significance, the Board of Directors costs were lower by \$8,000 as they reduced the number of face-to-face meetings.

Statement of Cash Flow

- The statement shows a positive Cash Flow of \$6,426 vs (\$19,208 last year).

Term Deposits

- Term deposits decreased from \$121,066 to \$110,504, due to cashing out GIC's for operating expenses.

Glen Thanked Jim for his report, and commented that we are currently on target for units for the 1st quarter of 2017, which is @ 5 % ahead of last year for the same period.

Motion: Moved by Mary Cork, seconded by Stacey White that the Auditor's Report and Financial Statements for 2016 be accepted as presented. Carried.

10. Appointment of Auditors

Motion: Moved by Rod Remin, seconded by Myrna Flesch that BDO Canada LLP be appointed as Auditors for 2017. Carried

11. New Business

- Glen called for any new business.
- There being no new business, Glen moved to the Election of Directors.

12. Election of Directors

- Glen Parker made a third call for Nominations for Directors, and explained that we have six candidates, with four positions to fill. No further nominations were put forth and all candidates let their names stand for election.

Motion: Moved by Stacey White, seconded by Mary Cork that the Nominations be closed. Carried.

- Glen Parker invited each candidate to introduce themselves, why they are running for the Board and what they offer to CLRC.
- Glen Parker indicated that each elector was to choose four (4) candidates from the panel of six (6). The top four (4) candidates with the most votes would become Directors, and the candidate with the least votes (of the top four) would take the fourth position, a one (1) year term replacing the vacant position.
- Glen Parker asked David Trus and Ron Black to act as election scrutineers.
- Ballots were then distributed to all eligible voting members.

Results:

- David Trus reported the results of the election as follows.
 - Myrna Flesch, Glen Parker and Sherri Wilson were elected for two year terms.
 - Dave Vandenbroek was elected for the one year position.
- Glen Parker thanked all candidates for their interest in CLRC and for running for the Board, and welcomed the new Directors. Glen mentioned that there will be a short Board Meeting immediately following the Annual Meeting.

Motion: Moved by Trenholm Nelson, seconded by Myrna Flesch that the ballots be destroyed.
Carried.

12.1 Special Recognition

- Glen Parker announced that after fifteen years on the CLRC Board of Directors, Mary Cork had resigned her position, and CLRC would like to recognize Mary for her contributions over the years.
- Glen read out a personal recognition of Mary and presented her with a gift on behalf of the Board, Staff and Members of CLRC.

13. Adjournment

- Glen Parker expressed thanks to the Board and Staff for all the work accomplished over the past year, and invited all delegates to join the Board in the hospitality suite for refreshments.
- Glen announced that the next Annual Meeting will be held on Saturday, April 14, 2018 in Calgary, Alberta.

Motion: Moved by Mary Cork that the meeting be adjourned.