

**Edson Food Bank Society - Annual General Meeting Agenda**  
**June 11, 2025 at 6:30 pm held at Kin Shack**

In attendance - Jo-Ann Nault, Luella Wells, Cathy Schram, Janet Bellwood, Cheryl Luckwell, Amy Pillage, Dani Cooper, Dewayne Scott, Vicky Hill, Shawna Dougherty via zoom Kodah Wilson, Jacey Kemp-Cox

**1. Year End Financial Report**

Vicky Hill made the motion to accept the year end financial report as presented by Treasurer, Jo-Ann Nault and Ashley Starkevich Accountant. Seconded by Janet Bellwood, carried.

**2. Minutes**

Dewayne Scott made the motion to accept minutes from June 12, 2024 AGM as presented. Janet Bellwood seconded. Carried.

**3. President's report** by Dewayne Scott- attached

**4. Program Coordinator** report by Amy Pillage - attached

**5. Warehouse Coordinator** report by Cathy Schram- attached

**New Business:**

**1. Treasurer Helper-** Cheryl Luckwell will help JoAnn with some of the Treasurer tasks going forward. Jo-Ann will compile a list.

**2. Phone for Cathy Schram - Warehouse Coordinator**

Cheryl Luckwell made the motion to use Food Bank Canada tech grant to purchase Cathy Schram a phone and increase monthly telus plan. Vicky Hill seconded. Carried

**3. Bank signing -**

Luella Wells made the motion to remove past Vice President, Scott Martin and past Secretary, Cheryl Luckwell from ATB banking signing. JoAnn Nault seconded. Carried

**4. Canada Helps - charity receipts.**

Janet Bellwood made the motion to purchase the Canada Helps program to provide charity receipts at a cost \$503.88 a year. Dewayne Scott seconded. Carried

**5. Budget -**

Luella Wells made the motion to accept the 2025/2026 budget as presented. Janet Bellwood seconded. Carried.

**Election of Officers:** attached position description:

- Vice President - 2025 - 2027 term  
Vicky Hill put her name forwarded for Vice President, 2 year term position. Carried
- Secretary - 2025- 2027 term  
Dani Cooper put her name forward for Secretary, 2 year term position. Carried
- Director -2025-2027  
Ralph Nault let his name stand for Director, 2 year term position. Carried
- Interim Director - 2025- 2026  
Shawna Dougherty put her name forward for Director, interm for 1 year. Carried

**Bank Signing**

Janet Bellwood made the motion to add Vicky Hill, Vice President to ATB bank signing. Dewayne Scott seconded. Carried

Dewayne Scott adjourned meeting at 7:45

Next meeting at the food bank June 30 at 6:30 Executive and Budget meeting.

Signed by

---

Dewayne Scott, President

---

JoAnn Nault, Treasurer

**Vice President**

Attends all meetings of the Society.

Presides at meetings in the absence of the chair. If the Vice President is absent, the directors elect a chairperson for the meeting.

Replaces the President at various functions when asked to do so by the President of the Board.

Chairs team-meeting and coordinates annual volunteer recognition, etc.

Carries out other duties assigned by the Board.

**Secretary**

Attends all meetings of the Society.

Creates an agenda for all meetings with the President.

Keeps accurate minutes of all meetings.

Has charge of the Boards correspondence.

Make sure notices of various meetings are sent, including the AGM in advance according to the bylaws.

Keeps the annual return, submits any changes in the directors of the organization, amendment in the bylaws and other incorporating documents of the Corporate Registry yearly.

Monitor and maintain the Secretary Edson Food Bank Society email account.

Carries out other duties assigned by the Board.

**Director**

Attends all meetings of the Society.

Chairperson for other committees as needed

Carries out other duties assigned by the Board.