



**Annual General Meeting
Held by Videoconference
April 24th, 2021
1:00 - 3:45 p.m.**

AGM Draft Minutes

Board Members Denis Couillard Marielle Godbout Pasquale Capo Arthur Wan Mark Jessop Kawal Kahlon Soheila Khatami Caroline Napier Yasmeen Tyyebi	Staff : Marie Douville Josie Parisi Jean-Gilles Pelletier Sharlene Menard Guests: Gerald Yang (Returning Officer) Anne-Marie Taravella Rachel Stevenson (GetQuorum)
---	---

Gerald Yang opened the floor to nominations from 12:30 p.m. until 12:50 p.m. for positions for which there were only one candidate (3 positions) or no candidate (2 positions).

1. Call to Order:

At 1:00 p.m. the ATIO President, Denis Couillard calls the assembly to order.
Denis Couillard announced that ATIO Secretary, Arthur Wan would act as secretary of the meeting.

Denis Couillard then introduced the Guest Speaker, Anne-Marie Taravella, Certified Translator (OTTIAQ), University of Sherbrooke Lecturer who presented key challenges to the language professions and how strategies could be implemented to address them.

Denis Couillard announced that GetQuorum would be the scrutineer and that Gerald Yang was the Returning Officer for the election.

2. Verification of the quorum: (25 certified members in attendance)

GetQuorum and the Zoom Participants Panel confirmed the presence of 102 certified members. The Chair confirmed quorum.

3. Adoption of the agenda

Following a question by Michel Trahan, Denis Couillard indicated that he would provide additional information about InformATIO in his report.

**Moved by Yasmeen Tyyebi, seconded by Arthur Wan: That the agenda be approved as presented.
CARRIED.**

4. Presentation of the Draft Minutes of the 2020 Annual General Meeting

Moved by Joanne Laplante, seconded by Chantal Trudel: That the Draft Minutes of the 2020 Annual General Meeting be approved as presented. **CARRIED.**

5. Presentation of the Draft Minutes of the 2020 Special General Meeting

Moved by Rosana Maciel, seconded by Rose Schaunberg: That the Draft Minutes of the 2020 Special General Meeting be approved as presented. **CARRIED.**

6. Report of the Returning Officer, Part I

The Returning Officer, Gerald Yang, declared the start of the elections and stated that they would be held by position.

- **Election for position of President:**

As there is only one candidate for President, Gerald Yang declared **Pency Tsai** elected by acclamation.

The Returning Officer, Gerald Yang, called for nominations from the floor for the other board positions.

Director, Terminologists:

Chantal Trudel was nominated by Yasmeen Tyyebi and Arthur Wan.

Denis Couillard was nominated by Pasquale Capo and Yasmeen Tyyebi

Director, Community Interpreter:

Bing Qi was nominated by Arthur Wan and Soheila Khatami.

Hazim Hamed was nominated by Soheila Khatami and Eugenia Alejandra Strazzolini.

Kawal Kahlon was nominated by Denis Couillard and Caroline Napier.

7. President's Report

Denis Couillard presented his review of the last year's activities and the challenges ahead for ATIO.

- **Election for position of Treasurer:**

Pasquale Capo was nominated by Yasmeen Tyyebi and Kawal Kahlon.

As there was only one candidate for Treasurer, Gerald Yang declared **Pasquale Capo** elected by acclamation.

8. Treasurer's Report

The Treasurer, Pasquale Capo, presented the financial status of the association and expressed confidence in the association's financial situation.

- **Election for position of Director, Conference Interpreters.**

Caroline Napier was nominated by Pency Tsai and Claudia Eichbauer

As there was only one candidate for Director, Conference Interpreters, Gerald Yang declared **Caroline Napier** elected by acclamation.

9. Auditor's Report

The Treasurer, Pasquale Capo, presented the audited financial statements and highlighted how cost savings were achieved last year, namely through salary reductions. The President, Denis Couillard, suggested that savings could also be achieved in the future, namely by no longer holding meetings in person and by reducing the cost of our office space.

Moved by Kawal Kahlon, seconded by Yasmeen Tyxebi: That the auditor's report be approved as presented. **CARRIED.**

- **Election for position of Director, Community Interpreters.**
The three candidates nominated, Hazim Hamed, Bing Qi and Kawal Kahlon each made a brief presentation, following which the **voting period started.**

10. Appointment of Auditor for the current year

The Treasurer, Pasquale Capo, presented the proposed auditor for 2021, Boyer & Boyer.

Moved by Pasquale Capo, seconded by Rosana Maciel: That *Boyer & Boyer* be appointed as auditors for 2021. **CARRIED.**

11. Approval of the 2021 Budget

Moved by Pasquale Capo, seconded by Joanne Laplante: That the 2021 Budget be approved as presented. **CARRIED.**

12. Report of the Returning Officer, Part II

- **Election for position of Director, Community Interpreters (continued)**
The Returning Officer, Gerald Yang, declared Bing Qi elected Director, Community Interpreters.
- **Election for position of Director, Terminologists (continued)**
The two candidates nominated, Chantal Trudel and Denis Couillard, each made a brief presentation, following which Denis Couillard withdrew his candidacy.

As there remained only one candidate for Director, Terminologist, the Returning officer, Gerald Yang, declared Chantal Trudel elected by acclamation.

13. Amendment to the *By-laws*

To allow the Board of Directors and the Secretariat to streamline the process of correcting errors in the spelling, grammar, pagination and formatting in the text of the by-laws, the following proposed amendment to the By-laws was previously circulated to the membership in accordance with Article 17.02 of the By-laws:

17.04 Provided that a correction to spelling, addition or movement of a comma, or adjustments to hyphenation, or addition, change or deletion of a word, does not change the inherent meaning and purpose of an article, term, or condition, provided that such corrections have been accepted by two-thirds of the members of the Board of Directors, with the confirmation of a proof-reader who is a certified member of the Association, and with the confirmation of the Association's lawyer, that the Board of Directors has the authority to modify or update the By-laws accordingly without the requirement for a General Meeting nor the requirement of acceptance by two-thirds majority of the certified membership through a vote.

Moved by Kawal Kahlon, seconded by Caroline Napier: That the proposed amendment to the By-laws be approved. **CARRIED.**

14. Secretary's Report

The Secretary, Arthur Wan, presented the 2021 Secretary's Report. He noted that the previous year had been challenging, but that Board members and staff continued to work diligently. Since the last AGM on October 3, 2020, Board members held a Special General Meeting on November 21, 2020, and six Board meetings. He indicated that on January 11, 2021, the Board of Directors met with the Chair of OTTIAQ, Donald Barabé, and the Chair of CTTIC, Alexandre Coutu, to discuss recent revisions to OTTIAQ's certification requirements. He added that ATIO had invited representatives from our sister organisations to attend and ask questions.

15. Presentation of the 2021-2022 Board of Directors by the Returning Officer

The 2021-2022 Board of Directors is as follows:

- President (2021-2023): Pency Tsai, C. Comm. Int.
- Vice-President (2020-2022): Marielle Godbout, C. Tran.
- Treasurer (2021-2023): Pasquale Capo, C. Tran.
- Secretary (2020-2022): Xiaolei (Arthur) Wan, C. Tran.
- Director, Conference Interpreters (2021-2023): Caroline Napier, C. Conf. Int.
- Director, Medical Interpreters (2020-2022): Kawal Kahlon, C. Crt. Int., C. Comm. Int., C. Tran.
- Director, Community Interpreters (2021-2023): Bing Qi, C. Crt. Int., C. Tran.
- Director, Court Interpreters (2020-2022): Qamar Yasmeen Tyyebi, C. Tran., C. Crt. Int.
- Director, Translators (2020-2022): Mark Jessop, C. Tran.
- Director, Foreign Languages (2020-2022): Soheila Khatami, C. Tran., C. Conf. Int., C. Crt. Int.
- Director, Terminologists (2021-2023): Chantal Trudel, C. Tran.

16. Standing Committees' Reports

a) Recognition and Certification Committee

Caroline Napier indicated that after a long hiatus, due to staffing issues, members resumed meeting and provided clear directives to ATIO staff.

b) Discipline Committee

Denis Couillard reported that the Committee did not meet. He called for members to indicate their interest in sitting on this committee.

17. Other business properly brought before the meeting and announcements

- (a) Denis Couillard introduced ATIO's newest staff members, Josie Parisi, Membership Relations Coordinator and Jean-Gilles Pelletier, who joined ATIO as Executive Director in December 2020.
- (b) Announcements
 - Stamp and seal orders will resume on Monday, May 3, 2021.
 - The ATIO Annual General Meeting for 2022 will take place in Toronto on Saturday, April 30, 2022, if the pandemic situation allows for an in-person meeting. Planning is underway to celebrate ATIO's Centennial.
 - Membership renewal will begin on Wednesday, October 13, 2021, following Thanksgiving. The deadline to pay 2022 annual dues is December 31, 2021.
 - Denis Couillard reminded new board members that a short meeting of the new board of directors would be held at 4 pm.
- (c) Denis Couillard expressed special thanks to the volunteers who worked with ATIO staff. He presented a very special thank you to both Marie Douville and Sharlene Menard for holding the fort and providing support to our new employees.
- (d) Pasquale Capo thanked Denis Couillard for his very valuable contribution as president of the board.

18. Adjournment of the meeting

The meeting adjourned at 3:45 p.m.