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Explorers' Edge Annual General Meeting Minutes
Friday, October 18, 2024
Zoom

Present: Angela Pollak, Darren Smith, Michael Martyn, Gabriela Hairabedian, Hilary Chambers, Jackie Leung, Dave Anderson, Didier Dolivet

Resource: Laura Ross

Regrets: Anubandu Lakhera

Staff: James Murphy, Kate Monk, Erin Smit (taking minutes)

Call to Order and Chair Remarks: Hilary Chambers called the meeting to order at 9:35am.

Conflict of Interest: n/a

Approval of Agenda – October 18, 2024

Motion: Michael Martyn

Seconded: Darren Smith

Discussion: n/a

Carried.

Approval of 2023 AGM Minutes – September 20, 2023

Motion: Angela Pollak

Seconded: Dave Anderson

Discussion: n/a

Carried.

CEO Murphy noted this is the first year hosting the AMG as a closed membership; this presentation is not just a formality, but an opportunity to acknowledge everyone on the call and highlight the work undertaken over the last fiscal year. Murphy then began the meeting with a land acknowledgment. Mentioned last year's AGM location at the Muskoka Discovery Centre and noted their new Misko-Aki: Confluence of Cultures exhibit (that was highlighted as part of last year's AGM) being honored with a nomination for a TIAO award at their summit next week.

Discussed the upcoming tourism summit – reminded board members to sign up to attend or let us know about overnights if required as soon as possible.

Murphy updated the board with a brief overview of the fiscal 2023-2024 year noting the organization's mission and vision along with the Ministerial pillars that govern the transfer payment agreement.

Murphy discussed the current staff and changes to the staff during the fiscal year. Murphy noted additional administration items that included updates to our Privacy Policy, Articles of Incorporation, and TICO. Murphy then provided an overview of fiscal work completed with the Ministry i.e. Business and Operational Plan, reports such as the Attestation Report & Budget report(s), onboarding of ministers and ministerial staff in addition to the organization of virtual meetings with the RTO's.

The fiscal year, as noted by Murphy also included industry communication such as town halls and a regional tourism summit and the launch of the women in tourism co-creation lab. The staff was kept busy with regional and provincial outreach, as noted by Murphy by the list(s) of public engagement sessions.

Work completed updating governance to comply with the Ontario Not-for-Profit Corporations Act ("ONCA") was noted and directors were briefed on the project management software Wrike.

Murphy continued with updates related to the pillars that included product development, investment attraction, workforce development, marketing and partnership. Murphy noted that the AGM presentation can be found online for further review.

Murphy opened the floor to questions – none. Chambers shared how proud she was of the team and how much can be accomplished with a limited budget. Also noted the rebound from COVID and how successful she felt that has been. Monk mentioned last year as a transitional year, creating exponential growth for the years to come - business strategy, travel agency and workforce development. Provincial framework is not long term strategic; congratulates James on taking the reins of the organization and keeping the organization moving forward.

Murphy moved to the financial review portion of the meeting noting the year end financials were circulated March 31, 2024, the draft audited financials circulated October 9, 2024 along with the financial notes document.

Murphy noted that the financials were prepared by Gingrich Harris Copeland, Chartered Professional Accountants and noted that:

- Income Statement or Statement of Operations best reflects our activities
- Major source of income, transfer payment from Ministry of Tourism, Culture and Sport
- Other income includes Partnership & FedNor

Murphy asked for any questions from the board on the financials, which were circulated to the board before the meeting and can always be found on the Explorers' Edge website under 'About us' – 'Board minutes & agendas', no questions were posed.

Motion to Approve Financials as Presented

Motion: Gabriella Hairabedian

Seconded: Dave Anderson

Discussion: n/a

Carried.

Smith proposed the appointment of a Financial Review Firm for 2025.

Motion to Appoint Gingrich Harris Copeland, Chartered Professional Accountants

Motion: Michael Martyn

Seconded: Angela Pollak

Discussion: n/a

Carried.

Murphy proceeded with Governance and the process and outcomes related for call for nominations.

On behalf of the board, Murphy noted special thanks to Hilary Chambers and Angela Pollak as departing board members and their work as volunteer directors for Explorers' Edge.

- September 1, 2024, notice of open call for EE Board
- Deadline for applications: October 8, 2024
- 2 nominations by deadline
- Interview process and pre onboarding resulted in two nominations coming forward
- Draft Slate of Incoming Board of Directors

Incoming Draft 2024-2025 Slate of Directors

Draft Slate of Incoming 2023 - 2024 Board of Directors					
Anubandh Lakhera	Director	Parry Sound	M	Accommodation	Jolly Roger Parry Sound
Darren Smith	Treasurer / Secretary	Muskoka	M	Culinary	Lake of Bays Brewing Company
Dave Anderson	Director	Parry Sound	M	Attraction	30,000 Island Cruise Lines
Didier Dolivet	Director	Muskoka	M	Accommodation	JW Marriott The Rosseau
Gabriela Hairabedian	Director	South Algonquin	F	Accommodation	Four Seasons Algonquin Cabins
Jackie Leung	Director	Almaguin Highlands	F	Accommodation	Fern Glenn Inn
Michael Martyn	Director	Parry Sound	M	Attraction	Festival of the Sound
Sarah North-Harris	Director	Regional	F	Industry / Accommodation	Camping in Ontario
Tristan Berry	Director	Parry Sound	M	Accommodation	Parry Sound KOA

Motion to Accept Incoming Slate of Directors as Presented 2024-2025

Motion: Angela Pollak

Seconded: Dave Anderson

Discussion: n/a

Carried.

Adjournment of Annual General Meeting