

**CAAIF Annual General Meeting
Thursday, October 1, 2020
8:30 pm EST; Virtual**

1. Welcome Remarks from the Chair, Dr. Susan Waserman

The Chair called the meeting to order at 8:32 am (EST). The Chair thanked the CSACI for arranging the virtual AGM and noted that the primary objectives of the 2020 Annual General Meeting of the Canadian Allergy, Asthma and Immunology Foundation (CAAIF) are to:

- 1) present the 2019 Audited financial Statements;
- 2) Inform membership of CAAIF Board appointments and retirements; and
- 3) provide a report on CAAIF's initiatives and grants distributed in 2020.

2. Approval of the Agenda

The Chair called for a motion to approve the agenda.

Upon motion duly made by Anne Ellis, seconded by Timothy Vander Leek, and unanimously carried,

IT WAS RESOLVED THAT the agenda for the CAAIF Annual General Meeting of October 1, 2020, be approved as presented.

3. Declarations of Conflict of Interest

The Chair asked if there were any declarations of conflict of interest or potential or perceived conflicts of interest based on the approved agenda.

Dr. Susan Waserman

- Andrea Waserman, Dr. Waserman's daughter-in-law, is CAAIF's Managing Director.

IT WAS RESOLVED BY CONCENSUS THAT all pertinent conflicts have been declared.

4. Approval of the Annual General Meeting Minutes from October 25, 2019 (Montreal)

The Chair called for a motion to approve the Minutes of the October 25, 2019 CAAIF Annual General Meeting in Montreal.

Upon motion duly made by Anne Ellis, seconded by Eric Leith, and unanimously carried,

IT WAS RESOLVED THAT the Minutes of the CAAIF Annual General Meeting on October 25, 2019, held in Montreal, be approved as presented.

5. Financial Report

5.1 Audited Financial Statements for 2019

The Chair called for a motion that the CAAIF Membership approve the 2019 Audited Statements as recommended by the Treasurer.

The Treasurer provided a detailed report on the 2019 Audited Statements. All agreed that the report confirmed that CAAIF finances were in good order.

Upon motion duly made by Zave Chad, seconded by Christine McCusker, and unanimously carried,

IT WAS RESOLVED THAT the CAAIF Membership approves CAAIF's 2019 Audited Statements prepared by Baker Tilly Ottawa.

5.2 Appointment of Auditors for 2020-2021

The Chair called for a motion that the Membership approve appointing Baker Tilly Ottawa as the CAAIF auditors for the 2020-2021 fiscal year.

Upon motion duly made by Christine McCusker, seconded by Harrisios Vliagoftis, and unanimously carried,

IT WAS RESOLVED THAT the CAAIF Membership appoint Baker Tilly Ottawa as the CAAIF auditors for the 2020-2021 fiscal year.

6. CAAIF Board Member Appointments and Retirements

The Chair called for a motion to approve the slate of CAAIF Board appointments and retirements:

- Dr. Bahar Torabi, University of British Columbia has been appointed as a Board of Director
- Dr. Diana Royce, President and CEO of AllerGen has been reappointed as a Board of Director for her third and final term
- Dr. Zave Chad has retired from the Board as of January 10, 2020
- Dr. Eric Leith has retired from the Board as of January 10, 2020
- Dr. Donald Stark has retired from the Board as of January 10,2020

Upon motion duly made by Kyla Hildebrand, seconded by Wade Watson, and unanimously carried,

IT WAS RESOLVED THAT the CAAIF Membership approve the slate of CAAIF Board appointments and retirements as presented.

7. CAAIF Updated Bylaws

The Chair called for a motion to approve updated bylaws. The chair reviewed the recommended changes from the CAAIF Board of Directors. These changes include:

- The registered head office is now in Toronto
- Membership includes all CSACI members as well as anyone interested in furthering the Foundation's purposes
- All CAAIF members may qualify as Board members

Upon motion duly made by Dave Copeland, seconded by Zave Chad, and unanimously carried,

IT WAS RESOLVED THAT the CAAIF Membership approve the updated bylaws as presented.

8. President's Report

8.1 2020 Research Grant Awardees

The Chair noted that \$600,000 in research grants and fellowships were distributed this past year. The Chair thanked the Research Advisory Co-Chairs, Drs. Jean Marshall and Philippe Bégin, as well as all the adjudicators from across Canada who volunteered their time and expertise for peer

review of all submitted grants. The Chair informed the membership of the adjudication process, which maintains the highest academic standards and transparency.

8.2 2020 Fundraising Update

The Chair invited members to attend the CAAIF Virtual Gala on October 15, 2020 featuring a keynote address from Hayley Wickenheiser.

The Chair informed members that the community fundraiser, the Top 10 Challenge raised over \$20,000 and resulted in the creation of the *CAAIF Top 10 Challenge Food Allergy Research Grant*, valued at 25,000. Members are invited to participate in the 2021 Top 10 Challenge in February.

9. Other Business

There was no other business to discuss.

10. Next Annual General Meeting

Next year’s Annual General Meeting will be on October 29, 2021 in Banff, unless otherwise specified closer to the date.

11. Adjournment

The Chair called for a motion to adjourn.

Upon motion duly made by Lori Connors,

IT WAS RESOLVED THAT the 2019 Annual General Meeting of CAAIF be adjourned at 8:46 pm (EST)

APPROVED:

Dr. Susan Waserman
Chairman of the CAAIF Board

Date: _____

Ms. Andrea Waserman, Acting Corporate Secretary to the Board

Managing Director

Date: _____