



## **Sealant and Waterproofing Association**

Annual General Meeting

November 10<sup>th</sup>, 2016

Hilton Niagara Falls

### AGENDA

- |   |               |
|---|---------------|
| 1. Introduction and Call to Order                 | Chairman      |
| 2. Minutes of the Previous AGM (November 5, 2015) | Chairman      |
| 3. Financial Report                               | Secretary     |
| • 2015/2016 Financial Statements                  |               |
| • 2016/2017 Proposed Budget                       |               |
| • 2016/2017 Banking Resolution                    |               |
| • Appointment of Auditors for 2016/2017           |               |
| 4. President's Report                             | Marla Cosburn |
| 5. 2017 Schedule of Events                        | Charles Doke  |
| • Social Events                                   |               |
| • Educational Events                              |               |
| • SWRI Association Liaison                        |               |
| 6. Proposed Constitution Revisions                | Chairman      |
| 7. Nominations for 2016/2017 Board of Directors   | Chairman      |
| 8. Election of Officers                           | Secretary     |
| 9. New Business                                   |               |
| 10. Next Meeting                                  |               |
| 11. Adjournment                                   |               |



## NOMINATION FORM

I, \_\_\_\_\_ of \_\_\_\_\_,  
*(Print name)* *(Company)*

a member in good standing of the Sealant and Waterproofing Association, would like to nominate the below to the SWA Board of Directors. (Must ensure the candidate agrees to the nomination.)

Name \_\_\_\_\_

Company \_\_\_\_\_

Name \_\_\_\_\_

Company \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Return by October 28, 2016

Betty Quan  
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## PURPOSE OF ANNUAL GENERAL MEETING

1. To receive and if thought fit, approve the Financial Statements of the Association as at September 30, 2016.
2. To approve the budget for 2016/2017.
3. To consider such further and other business as may properly come before the meeting or any adjournment thereof.

## INSTRUMENT OF PROXY

The undersigned member in good standing of the Sealant and Waterproofing Association hereby appoints Marla Cosburn or \_\_\_\_\_ as my proxy, to vote for me on my behalf at the Annual General Meeting of the Sealant and Waterproofing Association to be held on Thursday, November 10, 2016.

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ 2016.

\_\_\_\_\_  
SWA Member Company Name

\_\_\_\_\_  
Representative's Name (please print)

\_\_\_\_\_  
Signature

Please return to:

Betty Quan  
Fax Number  
E-Mail

Sealant and Waterproofing Association  
416-499-8752  
[bquan@tcaconnect.com](mailto:bquan@tcaconnect.com)