

Minutes from the May 29th, 2017 CES NCC AGM and Breakfast Session

List of attendees is available from CES NCC Secretariat (Willow)

1. Welcome and Introductions:

- Jane welcomed attendees
- Quorum was not reached – so no vote will be held on changes to the constitution. This item is put on hold until the fall breakfast session, or the first available CES-NCC event at which a quorum of members attends.

2. Approval of minutes (AGM 2016)

- No questions were raised with regard to the 2016 AGM minutes.
- Emmanuelle Godbout –Gauthier made a motion to accept the minutes; seconded by Raimi Osseni. Carried. No abstentions.

3. Presentation of CES-NCC activity report

- Jane presented the slate of board members for the 2016-17 year, and extended her thanks to Simon Roy for 10 years of service to the CES NCC Board. We are sad to be losing him on the Board.
- During the period of January to May 2017, CES NCC membership increased slightly (to 358) after a couple of years of declining numbers in preceding years.
- Key priorities for the year, which were delivered were:
 - the Annual Learning Event,
 - three Breakfast Sessions (2 in English, 1 French) – all of which were in collaboration with others (TBS and ENAP),
 - four offerings of the Essential Skills Series (including 1 in French),
 - three professional development workshops –
 - two by Stephanie Evergreen (in conjunction with the ALE) on Data Visualization Techniques in Evaluation, February 2016
 - one by Gill Westhorp on Qualitative Methods in Realist Evaluations, May 2016
- There was also a Holiday Networking event held in December 2016.
- Other items Board members are working on include: developing a roster of providers for professional development, and profiles of new and emerging evaluators, for the website.
- Jane noted that we have completed the third and final year of spending of the surplus realized as a result of hosting the 2014 National conference. (Note: following the conference, a three year plan was put forward to reduce the surplus in the CES NCC account.)
- Plans are underway for the CES National Conference to be held in Ottawa in 2020. Details are being confirmed at this time.
- Results of a chapter survey were used to inform planning for the year. Jane highlighted significant findings from the chapter survey.

- There was very good attendance at the Annual Learning Event; 150 people attended, including 48 non-CES members. Feedback was positive; overall, 95% found the ALE to be useful and valuable.
- High demand for ESS continues to be high.
- The Karl Boudreault Award to recognize those who have made a significant contribution to our evaluation community and have demonstrated leadership at local, national and/or international levels, was awarded to Jennifer Birch-Jones (2016) and Isabelle Bourgeois (2017)
- Jane noted that all the work of the CES-NCC would not be possible without the support of volunteers.
- She advised that the Board has a one-day strategic planning session scheduled in June.
- Finally, Jane pointed out that there are two seats on the CES-NCC Board of Directors up for election this year. Three excellent candidates put their names forward. Jane encouraged everyone to vote.
- A motion was made to accept the chapter report on activities by Isabelle Bourgeois, seconded by Steve Montague. Carried.

4. Motion: amendment to the CES-NCC constitution

- Because there were insufficient numbers of attendees to achieve quorum, this item was set aside for another occasion.

5. Presentation of CES-NCC financial statements

- Raimi presented the CES-NCC financial statements for the past year.
- He pointed out that the budgeted deficit for 2016-17 (-\$35,569.00) was higher than the actual deficit (-\$18,346.00) -- mainly due to lower expenses than anticipated, and a high turnout to the ALE.
- Net assets were reduced by about \$20,000.
- The three-year plan for investing the 2014 conference surplus focused on three objectives – building and fostering a culture of evaluation, developing and promoting organizational capacity in the chapter, and engaging and supporting newer/younger evaluators. Most planned actions were completed, but a couple of things were delayed: a special event organized by a company, and NCC volunteer highlights.
- The chapter received two proposals for potential auditors. Based on the two proposals, Raimi suggested that the selected auditor for the fiscal years 2016-17 to 2018-19 be Nephin Winter Bingley. Motion made by Simon Roy, seconded by Kelly Babcock. Quorum was not reached at the meeting, but Simon suggested that since we need to be able to move forward with an auditor, we vote for informal approval. One attendee suggested that we modify the motion to be for only one year, 2016-17, given that we don't have quorum. The motion was revised to read that Nephin Winter Bingley be appointed auditor for the Fiscal year 2016-17. Carried, with one 'no' vote.
- One member asked that financial statements be made available a couple of days in advance of the AGM. Raimi noted that the financial statements were available on the website ahead of

time. In the future, the Board will try to include a link to the financial statements in the invitation to members for the AGM.

- Motion to accept the financial report made by Kathy Gerber, seconded by Jane Whynot. Carried with one abstention.

Questions from membership

- Eric R questioned the findings of the member survey, and in particular the majority agreement that the CES-NCC membership provides benefits. He wondered, anecdotally, whether the membership did provide benefits. He asked whether the survey included those members who chose not to renew their membership. The survey was sent to all CES members and to those whose membership had expired within the last year.
- Mira S asked about the results of the CE designation. Jane noted that the designation is a CES-National initiative and she didn't have insight into the results of that survey; however, the report on the evaluation of the CE Designation is available on the CES National website (http://evaluationcanada.ca/txt/2016_pdp_evalrep_en.pdf)
- Another member asked whether membership in CES could be recognized in individual training plans. Jane noted that right now memberships are not paid by the employer (government); people need to pay their own memberships. Likewise, training plans belong to the employer, and CES has no input into them. However, CES has worked with, and continues to work with, TBS to try to have CES memberships recognized by the employer. However, it is the employee's responsibility to have that discussion with their employer. A lot of work has also been done by CES National to have the CE designation recognized. The Results Policy suggests evaluators should be provided with the opportunity to become certified, but does not specifically say the CE designation. However, CES National has been working very actively with TBS, to get the CE designation recognized.

End of AGM portion – 9:09 a.m.