

Minutes from the May 8th, 2019 CES NCC AGM

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

8:30 – 8:35 Welcome and introductions

- The president welcomed attendees and introduced herself and the other board members.
- The president noted that three positions on the board are available this year, and encouraged people to volunteer on the board and to vote.
- The president went over the agenda for the morning.

8:35 – 8:40 Approval of minutes (Annual General Meeting 2018)

- The assembly did not have quorum. Motions to adopt the minutes, the reports and the financial statements will be submitted to membership for an electronic vote.

8:40 – 8:50 Presentation of CES-NCC activity report

- CES-NCC can expect an increase in membership in 2019, due to C2020. The chapter is currently at one of its highest historical levels, as a large and growing chapter representing 27% of CES nationally.
- The membership is geographically concentration and homogenous, but rapidly shifting towards millennials. Most of the membership is highly educated and employed by the government sector. An analysis also shows that there seems to be less interest in the CE designation.
- The board will develop a new 2-3 year Membership Strategy (and Partnership Strategy), building on a membership scan and thorough analysis of available data (registration, survey information, participation statistics). For instance, the numbers show that members typically participate in one or two events, the Annual Learning Event being the primary activity. There is decreasing chapter member attendance at the CES national conference.
- Celine reported accomplishments over the last year in various areas:
 - Networking events:
 - Meet Ups were a new formula for networking events in French and with Emerging Evaluators (EE)
 - Annual Learning Event (ALE) :
 - Congratulations to chair Emily Brennan; the ALE was a remarkable success with a large increase in participation under the theme “Diversity and Inclusion in Evaluation”. There was intense interest in the topic and high satisfaction with the event. 45% of participants had 0-3 years of evaluation experience. The Chapter has been able to lower registration fees substantially over the last few years and to offer free registration for full-time students.

- Professional development :
 - Mini-colloque in French with l'ENAP (40 participants)
 - 3 fully attended Essential Skills Series, and demand continues to grow
 - Intermediate workshop with Jennifer Greene pre-ALE.
 - Learning circle with CE applicants.
- C2020
 - National Conference organization is ongoing and the president invited members to volunteer.
- The president thanked the volunteers who contributed to the activities of the CES NCC this year, including John Burrett, Benoît Gauthier, PRA (for lending their space to the board), Isabelle Bourgeois, Brianna Lees and Helen Rees.
- Upcoming opportunities for members to contribute include input into the organization of C2020, feedback on upcoming membership and partnership strategies, ongoing feedback on Chapter activities and ideas/suggestions on how we can support participation at National Conferences. The president presented how the chapter has proceeded over the years to support participation and invited people to reach out to the board with suggestions. This is also a decision to make for next year, for C2020.

8:50 – 9:05 Presentation of CES-NCC financial statements

- The treasurer presented the financial statements. The audited financial statements are available for members to review.
- Operations Statements (income statement) show that we are on track with regards to revenues and that in terms of expenses, we have been more efficient than originally planned. Net asset of \$92,349 (consistent with the trends of the Chapter). The Board expected a \$45,000 deficit, but the Chapter will close the year with a lower deficit than anticipated (due to good revenue generation from events, particularly the ALE). The message to the Board is that we need to invest more for our membership.

9:05 – 9:20 Questions and comments from members:

- Does the national chapter still represent Nunavut? There is a gap there. We should see how we can scan for potential beneficiaries and determine how we can help. Had two members in the past years that did not renew. Mark Stiles offered to help.
- Question on the analysis of membership: how do we retain from the perspective of evaluation users? Wayne explained that the Board will be reflecting on these questions when building the Membership Strategy. Community building and building a network is important – regardless of the exact focus on one's career. CE learning circles could also be an opportunity. A suggestion was made regarding creating sessions specifically aimed at users of evaluation, and reaching out to policy people to connect with our professional community.
- Also on membership and retention issue: could the fact that activities tend to focus on the needs of government evaluators be a factor? Perhaps having a better value

- proposition with other groups – e.g., universities, non-profit – would attract more potential members from these groups.
- Questions regarding the decreasing participation at national conferences: Is it that there is less money from government to support attendees? This was acknowledged as one possible factor for lower attendance by NCC Chapter members.

The AGM ended at 9:20 a.m. (Note: a breakfast session followed - “**An Introduction to Foresight** - *Blaise Hébert and Peter Padbury, Policy Horizons Canada*)