



Minutes - 2019 CMA Annual General Meeting

The 2019 CMA Annual General Meeting (AGM) was held in the Oakes South Room in the Marriott on the Falls, Niagara Falls, Ontario on Wednesday, September 11, 2019. The CMA AGM was held in conjunction with the 51st Annual CMA Conference and Exhibition.

Copies of the Minutes of the 2018 CMA Annual General Meeting, Agenda for the 2019 CMA Annual General Meeting, and the updated CMA Constitution were distributed.

Eighteen CMA members were in attendance.

1.0 Meeting Chair Ed Debicki called the meeting to order at 1:15 pm.

2.0 **REVIEW OF THE MINUTES OF 2018 CMA AGM MEETING:**

- 2.1. The Minutes of the 2018 CMA AGM held in Rossland, BC were reviewed. There were no errors or omissions.
- 2.2. Ed Paski motioned that the Minutes of the 2018 AGM be accepted as presented. Elaine Woo seconded the motion. Motion carried.
- 2.3. Business and discussion arising from the minutes:
 - Any business arising from the Minutes of the Wednesday, September 12, 2018 CMA AGM will be covered in discussion of the Agenda items for the 2019 CMA AGM.

3.0 **2019 CONFERENCE CHAIRPERSONS REPORT:** Nick Kuryluk

The conference was successful with 144 registrants (70 delegates, 61 exhibitors, 13 guests), 35 exhibit booths, and 17 sponsors. Nick noted that an estimate of the financials was under way and an indication of the projected profit/loss was not possible at this time. Only 70 of the blocked-out 100 hotel rooms were reserved by attendees, and a financial adjustment may be made by the hotel. With 13 guests, this resulted in costs incurred by the Conference, and future Conferences should consider charging guests for all meals and events. There were 38 CMA 2019-2020 individual memberships and 3 corporate memberships sold as part of the Conference registration. Student participation was lower than anticipated with very few students registered. John Andrew suggested there be more of an effort of the Conference host city to attract students from the local community and there should be a 'Best Paper' award for the best student paper which might attract students. Ed Debicki noted that college and university professors have an issue attending the CMA Conference as it is too close to the start of the school year. Neil Banerjee felt the CMA was a great Conference and one that students should be encouraged to attend. Participation by academia was good but the challenge continues to be attracting students to the annual CMA Conference. Norm Holden, one of the Plenary Session speakers, covered his own costs through a grant application which was not expected. Technical presentations were very strong and Nick thanked Wayne Blonski for playing a principal role in securing the technical papers.

On behalf of the CMA, Nick Kuryluk (Chair) and his organizing committee were thanked for hosting the 2019 CMA Conference and Exhibition in Niagara Fall, ON. It was a superb event held in a picturesque setting.



4.0 CMA TREASURERS REPORT: Sean Murry

Sean Murry distributed copies of the CMA Financial Statement for the period September 1, 2018 to August 31, 2019, copies of the CIBC bank account statement ending July 31, 2019, and copies of the CMA's GIC renewal confirmation.

Sean reported that CMA is in good financial shape which will allow for continued funding of scholarships and equipment/program grants. The 2018 Trail/Rossland, BC Conference generated a profit of \$29,065.52. Scott Daniels (Chair) and his organizing committee were acknowledged and thanked for hosting another successful CMA Conference.

At the 2018 CMA AGM, it was decided to align the CMA membership year to be more in line with the annual CMA Conference. As a result, the membership year will be September 1st to August 31st of the following year. In 2019-2020 3 individual and 3 student/retired memberships have been purchased to date for a total of \$225.00. CMA membership fees (individual and corporate) paid as part of a delegate's CMA Conference registration is remitted separately to the CMA and is not considered part of the Conference revenue.

A total of \$20,000 was advanced to the 2019 CMA Conference. If the 2019 Conference is successful, the \$20,000 advance will be returned to the CMA which will put the CMA in a strong financial position.

In 2019, five \$1,000 scholarships were awarded with 4 going to BCIT and 1 going to CGEP (Sept. Iles, QC). This is one fewer scholarship than in previous years because no scholarship applications were received from any other institutions. Sean Murry reminded the members to encourage colleges and universities to submit their applications for scholarship funding. Cathy Wylie asked if scholarship funding could be applied to support unemployed laboratory workers. Members were reminded that the scholarships are intended for students in colleges and universities studying fire assaying and chemical engineering technology but not pure chemistry programs.

The BCIT Assayer Training Program was awarded a \$20K equipment grant to significantly offset the cost for the purchase of a Mettler Toledo microbalance.

The 2018 Trail/Rossland, BC Conference returned the \$1,000 seed money advance.

CMA has a \$25,376.38 GIC which renews automatically and is used as a cushion to ensure funds are available to fund scholarships and cover off a potential CMA Conference financial loss.

Richard Bredl moved that the Treasurers Report be accepted as presented. Ed Paski seconded the motion. Motioned carried.

Ed Debicki thanked Sean Murry for his service and commitment to the CMA as the Treasurer in a volunteer capacity. Sean Murry had to leave the meeting at this point in order to catch his flight back to Vancouver, BC.

5.0 CMA MANAGING SECRETARYS REPORT: Ed Debicki

Ed Debicki continued in the position as the CMA Managing Secretary.

At the 2018 CMA AGM the membership year was changed to run from September 1st to August 31st of the following year to coincide more closely with the annual CMA Conference which is held in mid-September. All 2018 memberships were extended to August 31, 2019.



In 2018 - 2019, CMA had 49 individual memberships, 2 lifetime memberships and 5 corporate memberships. For the 2019 - 2020 membership year, starting September 1, 2019, CMA had 6 individual memberships, 3 lifetime memberships, and 1 corporate membership. An additional 38 individual memberships and 3 corporate memberships were added as a result of registrations for the Niagara Falls, ON CMA Conference.

The final stages of organizing the CMA files received from John Gregorchuk, previous CMA Managing Secretary, was completed. The CMA files are very complete. Wes Johnson was able to provide missing copies of several Conference Proceeding Volumes. Linda Melnbardis may be able to fill in any other gaps from her father's files.

CMA advertising and communication included updates to the CMA website, and production and distribution of two CMA newsletters

Revisions and updates continued to be made to the CMA website in collaboration with the CMA web master.

The Program and Abstract Volume for the 50th Annual CMA Conference in Trail/Rossland, BC, and the 2018 AGM Minutes were posted on the CMA website. On the 'Members Only' password-protected page a list of delegates and exhibitors with their contact information, copies of the technical presentations and photographs for the 50th Annual CMA Conference in Trail/Rossland, BC were posted.

A Wikipedia entry was prepared, and an attempt to post the entry was declined by Wikipedia. The entry was deemed to not have any credibility as there were no published references or external links. Further action to have the Wikipedia entry accepted will involve work with CMA-affiliated organizations to determine which ones have information posted about the CMA on their websites which can be used as links on the Wikipedia entry. Possible links may be available at BCIT, CGEP, BC Assayers, CMA corporate members, CMA Conference sponsors, etc. Alex Kuhnert suggested that links might be established with CIM and NRCan, and he could provide contact information for both organizations. Cathy Wylie and Scott Daniels noted that possible links may be the CMA Conference websites and BC Assayers websites. Another possible source of links are instrument manufacturers who list the annual CMA Conference on their websites.

The CMA Facebook page was inactive and received very few visits.

6.0 2020 CMA CONFERENCE AND EXHIBITION:

- 6.1 The 2020 CMA Conference and Exhibition (52nd Annual Conference) will be held in Montreal, QC, and hosted by SCP Science. The dates will be one month later (October 18 - 22 2020).
- 6.2 Richard Bredl moved that Montreal, QC be accepted as the location and SCP Science be the host for the 2020 CMA Conference. Linda Melnbardis seconded the motion. Motion carried.
- 6.3 As the Chair of the 2020 CMA Conference in Montreal, QC has not been determined, there was no motion to accept the appointment of the Conference Chair.

7.0 CMA REGULAR BUSINESS:

- 7.1 Sean Murry agreed to continue as CMA Treasurer. John Andrew made a motion that Sean Murry continue as the CMA Treasurer for 2019 - 2020. Elaine Woo seconded the motion. Motion carried.



- 7.2 Ed Debicki agreed to continue as the CMA Managing Secretary. Elaine Woo made a motion that Ed Debicki continue as the CMA Managing Secretary. John Andrew seconded the motion. Motion carried.
- 7.3 The CMA does not operate with a formal executive committee. The CMA Steering Committee (SC) comprised of the CMA Treasurer (Sean Murry), CMA Managing Secretary (Ed Debicki) and a CMA member (Jonathan Forrest) will continue to serve as the CMA's informal executive. The SC's duties are: 1) seek out organizations and individuals who are willing to take on the CMA Conference in future years, and 2) review and approve applications for scholarships and equipment/program funding. John Andrew made a motion that the CMA Steering Committee continue in its present structure. Norman Ho seconded the motion. Motion carried. Any other CMA member is welcome to join the Steering Committee.
- 7.4 With the CMA being in a good financial position, Ed Debicki (on the advice of Sean Murry) recommended that the membership fee structure for 2019 - 2020 remain unchanged for individual (\$50), student, retired and inactive (\$25), and corporate (\$500) memberships. Richard Bredl made a motion that the membership fee structure remain the same for 2019 - 2020. Ed Paski seconded the motion. Motion carried.

8.0 NEW BUSINESS:

- 8.1 Copies of the revised CMA Constitution, approved at the September 12, 2018 CMA AGM in Rossland, BC, were distributed. The revised Constitution came into effect on Wednesday, September 11, 2019. The Constitution is a revision of the previous Constitution dated April 21, 1996.

9.0 OTHER BUSINESS:

Richard Bredl suggested that the CMA Conference consider video-taping the technical sessions. Cathy Wylie felt the video tapes could be made available to all CMA members. Nick Kuryluk noted obtaining technical presentations for the Niagara Falls, ON CMA Conference was a struggle and many of the papers were submitted at the last minute, and some new means is required to encourage presenters to submit their technical paper at an earlier date. Wayne Blonski who was responsible for the technical session noted that a number of author approvals to post a copy of their technical presentation on the CMA 'Members Only' page were not obtained and it would likely be even more difficult to obtain approval to post a video copy of their presentation. Government organizations have a tedious process for approval of posting of their employee's technical presentation. Wayne also noted that he was surprised that commercial companies are becoming more hesitant to have their technical papers released for posting on the CMA website, and in some cases a very high level of executive approval was required. Neil Banerjee suggested that the CMA consider asking presenters for extended abstracts to be included in the CMA Conference Program and Abstracts Volume which would give the CMA more visibility.

Alex Kuhnert commented on the 1992 CMA methods manual and suggested it be made available for purchase. Ed Debicki noted that one or two copies are sold annually and made available electronically to anyone who purchases a copy. Elaine Woo indicated that history has shown that such documents generally do not sell well.

On behalf of the BCIT Assayers Training Program, Elaine Woo expressed a big thank you to the CMA for the scholarship funding and equipment grant funding to upgrade old equipment in support of the students and the program at BCIT.



10.0 ADJOURNMENT:

As there was no other business, Ed Debicki asked for a motion to adjourn the meeting. John Andrew made a motion for adjournment of the CMA AGM. Scott Daniels seconded the motion. Motion carried. Meeting was adjourned at 2:15 pm.

ACTION ITEMS ARISING OUT OF THE MINUTES:

1. **Ed Debicki** will search out links that can be added to the Wikipedia write-up which will make the submission creditable and acceptable to the Wikipedia administrators.
2. **Ed Debicki** to ask SCP Science, host of the 2020 CMA Conference, to consider having extended abstracts of the technical presentations for the Program and Abstracts Volume.