



PIDIM Members in Attendance: 65

## 1.0 GREETINGS

Welcomed everyone to the annual meeting.

Land Acknowledgement.

Welcomed special guests:

Gail Little, President - Manitoba Association of Architects

Mimi Locher, Dean - Faculty of Architecture

Jaya Bengel, Executive Director - Storefront Manitoba

Ron Hambley, CE) - Winnipeg Construction Association

## 2.0 MEETING CALLED TO ORDER

The meeting was called to order at 5:17 pm and is being recorded by our Recording Secretary.

In compliance with The PIDIM bylaws I would like to remind all in attendance of our voting procedures:

- There are 46 Members tonight in attendance at the 43<sup>rd</sup> Annual General Meeting
  - 36 Professional Members, 4 Provisional Members, 6 Associate Members
- The quorum for today's meeting is 36 voting Professional Members PLUS the one voting Provisional Member on Council (37 Voting Members).

10:10 Quorum - A quorum for the transaction of business at any meeting of Members is constituted by those voting Members present.

10:11 Voting

- i) Only Professional Members of the Association present in person are entitled to vote at meetings of Members of the Association, with the exception that the Provisional Members may vote to elect a Provisional Member to Council; and
- ii) The Provisional Member of the Council is entitled to vote at meetings of Members of the Association.

## 3.0 APPOINTMENT OF PARLIAMENTARIAN & RECORDING SECRETARY

- President introduced Lyle and gave his credentials for both Parliamentarian and with his assistance in the bylaw review.
- Lyle Handfield has been appointed as the Parliamentarian.
- Laney Stewart has been appointed as Recording Secretary.



**4.0 NOTICE OF MEETING – PIDIMS 43<sup>RD</sup> ANNUAL GENERAL MEETING**

Notice of the meeting was emailed to members 45 days in advance on January 12<sup>th</sup>, 2024, at their recorded email address in accordance with the bylaws. The amended bylaws were also sent out at this time along with the nominating report.

Second notice was sent to members on February 17<sup>th</sup>, 2024, along with the Council Reports, 42<sup>nd</sup> Annual General Meeting Minutes, 43<sup>rd</sup> Annual General Meeting Minutes.

**5.0 APPROVAL OF PIDIMS 43<sup>RD</sup> ANNUAL GENERAL MEETING AGENDA**

- President called for any additions to the agenda.
  - There were no additions to the agenda.

<b>MOTION:</b> To approve the agenda of the 43 <sup>rd</sup> Annual General Meeting.	
Moved:	<b>MOTION WAS MOVED</b>
Seconded:	<b>MOTION WAS SECONDED</b>
Discussion:	<b>NONE</b>
All in Favor:	<b>ALL</b>
Opposed:	<b>NONE</b>
Abstentions:	<b>NONE</b>
<b>Motion was:</b>	<b>PASSED</b>

**6.0 APPROVAL OF PIDIMS 42<sup>ND</sup> ANNUAL GENERAL MEETING MINUTES**

<b>MOTION:</b> To approve the minutes of the 2023 42 <sup>nd</sup> Annual General Meeting.	
Moved:	<b>MOTION WAS MOVED</b>
Seconded:	<b>MOTION WAS SECONDED</b>
All in Favor:	<b>NONE</b>
Discussion:	<b>ALL</b>
Opposed:	<b>NONE</b>
Abstentions:	<b>NONE</b>
<b>Motion was:</b>	<b>PASSED</b>



**7.0 APPROVAL OF THE BYLAW AMENDMENTS**

Commentary from Bylaw Committee - Bruce Wardrope

- Thank you to the Bylaw Committee.
- Committee worked with Lawyer and Consultant on the amendments.
- There was an initial revision, and the document was sent to Members for a comment period.
  - Realized further revisions were necessary after the comment period.
- Did a second revision and sent to membership for review and Committee held a Q&A session on the second revision.
- Several reasons for the amendments:
  - Firstly, there were no sweeping changes.
  - Housekeeping, simply aligning our bylaws with how we operate as an association today.
  - Removed language that was no longer valid like reference to IDC or replacing the use of Secretary with the name Registrar.
  - Further defining Council positions and defining the Executive Director role.
  - Allowing for virtual meetings and electronic voting.
  - Lawyer also checked to make sure PIDIM was in compliance with our ACT and the Corporations ACT as well.

<b>MOTION:</b> To approve the amended bylaws as approved by PIDIM Council on January 9 <sup>th</sup> , 2024, and to take effect immediately following the 43 <sup>rd</sup> Annual General Meeting.	
Moved:	<b>MOTION WAS MOVED</b>
Seconded:	<b>MOTION WAS SECONDED</b>
All in Favor:	<b>ALL</b>
Discussion:	<b>NONE</b>
Opposed:	<b>NONE</b>
Abstentions:	<b>NONE</b>
<b>Motion was:</b>	<b>PASSED</b>

**8.0 TREASURERS REPORT**

**8.1 FINANCIAL STATEMENTS & HIGHLIGHTS FOR 2023**

- Treasurer re-read the Treasurers Report that was distributed to Members via email.

**8.2 2024 BUDGET SUMMARY**

**8.3 DISCUSSION / QUESTIONS: FINANCIAL STATEMENTS & 2024 BUDGET SUMMARY**

- Open to discussion from floor



- Member Question:
  - Can you explain who the Professional Fees are for / why the extra cost?
- Treasurer Response:
  - They are for the Lawyer – fees related to the bylaw revisions. They are also for the Accountant/Bookkeeping fees for the year.
- Member Question:
  - Can you also outline what the Membership/Donations were for?
- Treasurer Response:
  - Winnipeg Architecture Foundation
  - Storefront Manitoba
  - CIDQ
  - IDCEC
  - MB Women in Construction
  - Winnipeg Construction Association
  - Partners Program
  - Warehouse
  - Faculty of Architecture Grad Committee
- Member Question:
  - Can you explain the Interest and Bank Charge line item?
- Treasurer Response:
  - These are the fees that we pay to the credit card company every time someone pays with a credit card.
  - MDE also shares in about ½ of these fees b/c there is a lot of invoicing for the MDE.
- Member Question:
  - What is the status of the Practice Act?
- Treasurer Response:
  - We do have funds allocated for the Practice Act.
  - We are looking at strategic planning this April to consider all directives and vision for the next few years.
  - We are watching other Provinces like Ontario and BC – who have decided to join in with their Architects Associations.
  - We will need a committed group of people to see this several year process through.
  - Updating the bylaws also aligns us/helps move PIDIM in the right direction to support practice act.
- Member Question:
  - Do we not need to vote on the Audit or 2024 Budget?
- Executive Director Response:
  - In revising PIDIM bylaws the committee was made aware that PIDIM has to present only the financial statements to the membership for



review/consideration. There is not actually a vote that has to occur according to PIDIM bylaws.

- The same goes for the upcoming budget for the year. This is not something that is required to be presented to the membership for a vote. Membership votes in Council to make the financial decisions on behalf of the association every year.
- PIDIM is happy to share any information if members have questions but the best way to see where PIDIMs finances are being allocated is from the Financial Statements that are prepared for PIDIM every year. They also make a comparison to the previous year.

- There were no more comments or questions.

#### 8.4 APPOINTMENT OF ACCOUNTANT

<b>MOTION:</b> To appoint/retain Talbot & Associates as Accountant until the following AGM	
Moved:	<b>MOTION WAS MOVED</b>
Seconded:	<b>MOTION WAS SECONDED</b>
All in Favour:	<b>ALL</b>
Discussion:	<b>NONE</b>
Opposed:	<b>NONE</b>
Abstentions:	<b>NONE</b>
<b>Motion was:</b>	<b>PASSED</b>

#### 9.0 COUNCIL MEMBER ANNUAL REPORTS

The following PIDIM Council were recognized for 2023/2024 year:

- President – Joanne McFadden
- Vice President – Donna Sharpe
- Past President – Erika Sammons
- Registrar – Kaitlyn Vitt
- Treasurer – Janine Shwaluk
- Continuing Education – Tricia Schilling & Cristina Bustamante
- Professional Practice – Monika Hamblin
- CIDQ – Kara Bergmann
- Public Relations – Zoe Zimberg
- Provisional – Tiffany Jameson
- University of Manitoba Liaison – Katherine Isaac
- Government Liaison – Bruce Wardrope
- Interior Design Association of Students – Farzan Farnaghi
- Lay Person – Ryan Morphy



- Lay Person – Erin Lawlor-Forsyth
- Thank you to everyone for your service to the PIDIM.

The following reports were circulated to membership prior to the 2024 Annual General Meeting for review:

- President’s Report submitted by Joanne McFadden
- Vice Presidents Report by Donna Sharpe
- Registrar’s Report submitted by Kaitlyn Vitt
- Treasurer’s Report submitted by Janine Shwaluk
- Executive Directors Report submitted by Laney Stewart
- Government Relations Report by Bruce Wardrope
- Professional Development Report – revised from 2023
- CIDQ Report submitted by Kara Bergmann
- Continuing Education Report submitted by Tricia Schilling
- Provisional Report submitted by Tiffany Jameson
- University of Manitoba Report submitted by Katherine Isaac
- MDE Report submitted by Jen Wiwchar-Fast & Corrie Allan

## 9.1 DISCUSSION / QUESTIONS

The floor was open to discussion/question on any of the Council Member reports.

## 10.0 NOMINATING COMMITTEE REPORT

The Nominating Committee for Professional members to council was comprised of the immediate Past President, one other Past President and a Professional Member of PIDIM. The Nominating Committee for Provisional members to council was comprised of the immediate Past President, one other Past President and a Provisional Member of PIDIM. The report was distributed to membership along with the AGM notification on January 12<sup>th</sup>, 2024.

In accordance with By-Law 6:03 (current bylaws) nine (9) Councillors shall be elected by the Members of the Association. Councillors shall be elected for two (2) year terms, ending at the second annual meeting following their election, at which time they shall resign. (bylaw 6:05)



The nine elected Councillors currently in office are:

Name	Date Elected	Term Ends	Terms Served	Status
Joanne McFadden	2023/03	2025/03	.5	In Office
Donna Sharpe	2023/03	2025/03	.5	In Office
Kaitlyn Vitt	2023/03	2025/03	.5	In Office
Janine Shwaluk	2023/03	2025/03	1	Continuing
Kara Bergmann	2023/03	2025/03	2	Continuing
Monika Hamblin	2023/03	2024/03	1.5	Resigned
Tricia Shilling/Cristina Bustamante	2023/03	2025/03	.5/3	In Office
Zoe Zimberg	2022/03	2024/03	.5	In Office
Tiffany Jameson	2022/03	2024/03	1	Leaving Office

Based on the above, two (2) Councillors are to be elected by Members.

In accordance with by-law 12:02, the Nominating Committee shall nominate one person for each position to be filed.

Further, any person wishing to nominate a Member for election to Council shall, not less than 30 days prior to the annual meeting of the Association, submit to the Secretary of the Association a nomination in the form prescribed by Council. (by-law 12:07). No further nominations were received.

- The Nominating Committee nominations for Council are:

Stephanie Champagne – Professional Member  
 Hussein Agoushi – Provisional Member

Based on the above, two (2) Councillors are to be re-elected by Members.

The Nominating Committee nominations for re-election to Council are:

Kara Bergmann – Professional Member  
 Janine Shwaluk – Professional Member



**10.1 APPROVAL OF NOMINATED OFFICERS**

<b>MOTION:</b> To approve the nominated Professional Member, Stephanie Champagne, to PIDIM Council.	
Moved:	<b>MOTION WAS MOVED</b>
Seconded:	<b>MOTION WAS SECONDED</b>
All in Favor:	<b>ALL</b>
Discussion:	<b>NONE</b>
Opposed:	<b>NONE</b>
Abstentions:	<b>NONE</b>
<b>Motion was:</b>	<b>PASSED</b>

<b>MOTION:</b> To approve the nominated Provisional Member, Hussein Agoushi, to PIDIM Council.	
Moved:	<b>MOTION WAS MOVED</b>
Seconded:	<b>MOTION WAS SECONDED</b>
All in Favour:	<b>ALL</b>
Discussion:	<b>NONE</b>
Opposed:	<b>NONE</b>
Abstentions:	<b>NONE</b>
<b>Motion was:</b>	<b>PASSED</b>

<b>MOTION:</b> To approve the nominated Professional Members, Kara Bergmann and Janine Shwaluk, for re-election to PIDIM Council.	
Moved:	<b>MOTION WAS MOVED</b>
Seconded:	<b>MOTION WAS SECONDED</b>
All in Favour:	<b>ALL</b>
Discussion:	<b>NONE</b>
Opposed:	<b>NONE</b>
Abstentions:	<b>NONE</b>
<b>Motion was:</b>	<b>PASSED</b>

- The following Members have been appointed to PIDIM Council for a 2-year term:
  - Cindy Rodych in the Government Relations appointment
  - Jared Lloyd in the Lay Member appointment





## 11.0 OTHER BUSINESS -

- There were no additions to the Agenda.

## 12.0 PRESENTATIONS

### 12.1 HOPE MACKENZIE AWARD

- Established by The PIDIM in 2010 to honour the memory of long time PIDIM Member and Professional Interior Designer, Hope Mackenzie, who passed away in 2009.
- Hope was beyond devoted to the Profession. Her dedication was showcased through her teaching positions in Interior Design at U of MB, her position in Accommodations at PWGSC, her own interior design practice, as well as her many association commitments. Hope was equally and passionately devoted to her family and friends. Hope defined the word “friend” and could always be counted on to help with whatever need you had.
- This year the Hope Mackenzie award is being awarded to two Members of the PIDIM in recognition of their outstanding voluntary contributions and community service to the Interior Design Community of Manitoba.
- Selections are based on the nominee’s achievements and/or contributions.
- Tijen Roshko presented the First Award to Katherine Issac
- Erika Sammons presented the Second Award to Janine Shwaluk

### 12.2 STELLAS

- A Stella recognizes a member’s contribution while serving on the PIDIM Council. The PIDIM will be presenting a Stella certificate of appreciation for the contribution made on behalf of the association to:
  - Monika Hamblin – Professional Development Councilor
    - Service from 2021-2023
  - Tiffany Jameson
    - Service from 2022-2024
  - Ryan Morphy
    - Service from 2015 - 2024
  - Farzan Farnaghi
    - Service for 2023-2024

### 12.3 THANK-YOUS



- President, on behalf of Council, expressed their Gratitude to Laney Stewart, in her role as Executive Director.
- Thank you to Ron Hambley, Debbie Grant, all of the Friends of the PIDIM sponsors, and the Parliamentarian – Lyle Handfield.

**13.0 QUESTIONS/DISCUSSIONS**

- Opened up the floor to any member who has a question, comment or concern.
- MDE Chair – let the attendees know that the Save the Date for the MDE will be sent out to Members in early April.

**14.0 ADJOURNMENT**

<b>MOTION:</b> To adjourn the 2024 43 <sup>rd</sup> Annual General Meeting at: <b>6:00 p.m.</b>	
Moved:	<b>MOTION WAS MOVED</b>
Seconded:	<b>MOTION WAS SECONDED</b>

Tour of the WCA followed by the Luau – Mix & Mingle

Minutes Attested By:

Joanne McFadden  
President

Janine Shwaluk  
Treasurer