



Association of Canadian Ergonomists  
Association Canadienne d'Ergonomie

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## ACE Annual General Meeting Draft Agenda

**June 9, 2021 at 12:00pm - 1:30pm ET (we encourage members to join 15 minutes prior to the start of the AGM)**

[Register Here](#)

1. Call to order
2. Approval of the recording Secretary
  - To accept Vicky Van M. as the Recording secretary – Motion #1
3. Approval of Agenda - Motion #2
4. Approval of Minutes of the 2020 Annual General Meeting – Motion #3 (**2020 Annual General Meeting Minutes**)
5. President's Report
6. Secretary's Report
7. Treasurer's Report
  - Approval of the 2020 Financial Statements – Motion #4 (**2020 Financial Review**)
  - Appointment of the Public Accountant – Motion #5
8. CCCPE Report
9. Committee update
10. Bylaw revisions – Motion #6 (**Proposed changes**)
11. Report on the Election of Council – Motion #7
12. Any other business specified according to the provisions of the By-laws
13. Adjournment – Motion #8

Please note that the ACE By-laws require that other business be specified to the National Office at least thirty (30) days before the date of the Annual Meeting.

If you will not be attending the AGM, it is extremely important that you complete a proxy designating someone to vote on your behalf (please ensure this individual will be attending the AGM). [Click here for the proxy](#). Please sign and return your proxy to the ACE National office ([info@ace-ergocanada.ca](mailto:info@ace-ergocanada.ca)) by May 24, 2021. Proxies must be signed to be valid.

If you have any questions please submit them in advance to the ACE National office ([info@ace-ergocanada.ca](mailto:info@ace-ergocanada.ca)). Members can ask questions using the chat box in Zoom, but unless pertaining to a specific motion, they will be held until the end of the meeting.

We hope to see you there!  
Tanya Morose, ACE Secretary