



Association of Canadian Ergonomists
Association Canadienne d'Ergonomie

**ACE Annual General Meeting
Draft Agenda**

Tuesday, June 14, 2022 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 Melina Menard as the Recording Secretary – **Motion #1**
3. Approval of Agenda - **Motion #2**
4. Approval of Minutes of the 2021 Annual General Meeting – **Motion #3** ([2021 Annual General Meeting Minutes](#))
5. President's Report
6. Secretary's Report
7. Treasurer's Report
 - Approval of the 2021 Financial Statements – **Motion #4** ([2021 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
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) by **May 31, 2022**. 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). 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