



## Schedule "A"

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### Small Scale Food Processor Association 2025 Annual General Meeting - Minutes

Date: Wednesday April 2, 2025 - 4:00 pm Pacific Time

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1. Welcome & Introductions: SSFPA President Ms. Pamela Baxter.
2. Meeting Called to Order at 4:04PM on April 2, 2025.
3. Quorum was confirmed with 17 voting members in attendance.
4. Motion to Accept Agenda as presented.

**Motion to Accept the Agenda with Amendments**

Ron Wasik/Nancy Ross

**CARRIED**

5. Motion to Accept the Minutes of the Small Scale Food Processor Association May 22<sup>th</sup>, 2024.

**Motion to Accept the May 22th, 2024 Minutes of the SSFPA AGM**

Ron Wasik/Nancy Ross

**CARRIED**

6. Business arising from the minutes: No business arising from the minutes.
7. Reports:
  - a. Chair Report
  - b. Executive Director Report

**Motion to Accept the reports of the Chair & Executive Director**

Ron Schnieder/Nancy Ross

**CARRIED**

- c. Treasurer's Report & Audited Statements
  - i. Treasurer's Report
  - ii. Audited Financial Statements for 2025

Appoint Karen Guinan MNP Ltd. Accounting Firm to conduct the review engagement for 2025.



**Motion to Accept points (i) through (iii) above.**  
Karen Curtis/Joppa Wills

**CARRIED**

8. Nomination report

**Motion to Accept the Nomination Report**  
Karen Curtis/Joppa Wills

**CARRIED**

9. Nancy Ross facilitates the Call for nominations from the floor three times. There are no nominations from the floor.

10. Election of Directors

**Motion to Accept the Election of Directors as specified in Schedule E**  
Joppa Wills/Karen Curtis

**CARRIED**

11. Thanking Past Directors of the SSFPA Board

**Motion to thank past directors for their service to SSFPA**  
Sandy Mark/Ron Wasik

**CARRIED**

12. Thanking the Directors of the 2024 Board

**Motion to thank the Directors for their service this year**  
Ron Wasik/Nancy Ross

**CARRIED**

13. Approving The Acts of the Board since the 2024 AGM

**Motion to approve the acts of the Board of Directors since the 2023 AGM**  
Karen Curtis/Joppa Wills

**CARRIED**

14. Call for motions from the floor.

**Motion to offer thanks to Pam for her work as President.**  
Sandy Mark/Karen Curtis

**CARRIED**

**Motion to thank Stephen, Yu Yin, and Aaron for their work with SSFPA**  
Sandy Mark/Joseph Ebogbeni

**CARRIED**

**Motion to thank Sandra for her work on the Women's initiative and VCR**  
Aaron Davis/Joppa Wills

**CARRIED**



**Motion** to offer thanks to Candice for her work as ED with SSFPA  
Ron Wasik/Joppa Wills **CARRIED**

**Motion** to thank Nelson for his commitment to managing the APP  
Ron Schneider/Susan Snow **CARRIED**

15. Motion to adjourn.

**Motion** to adjourn a 4:55PM  
Nelson Barsi/Ron Wasik **CARRIED**