

Assayers Foundation of British Columbia



MINUTES
of the
Annual General Meeting of the Certified Assayers Foundation of British Columbia
held in
Room SW2-158. British Columbia Institute of Technology,
3700 Willingdon Ave. Burnaby, BC.

May 20th, 2005

Present:

John Gravel (President)	Vancouver, BC
Ray Lett (Secretary/Treasurer)	Victoria, BC
Jim McLeod	Vancouver, BC
Albert Hung	Richmond, BC.
Paul Morrison	Burnaby, BC
Keith Rogers	Vancouver, BC
Brian Johnson	Trail, BC (via conference call)

1. Approval of the Meeting Agenda

(Meeting chaired by Ray Lett, Minutes taken by John Gravel). Meeting called to order at 1.30 p.m. a quorum of members determined to be present. Agenda tabled and additional items for discussion invited. Additional agenda items requested by Brian Johnson for discussion as “Other Business”

Proposed (John Gravel) and seconded (Jim McLeod) that the meeting Agenda be accepted. **Discussion:** None. Unanimous acceptance of the Motion.

2. Minutes of an Extraordinary Meeting of the Certified Assayers Foundation of British Columbia held on November 5th, 2004

The Secretary distributed minutes before the Annual General Meeting:

Proposed (John Gravel) and seconded (Jim McLeod) that the Minutes of the Extraordinary Meeting of the Assayers Foundation of British Columbia, November 5th, 2004 be accepted

Discussion on Matters Arising from the Minutes:

- 1. Foundation bank (Ray Lett):** - Presently dealing with local Royal Bank Branch in Victoria to allow better access to accounts

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by Internet. Will work with Mac Chaudhry to arrange Internet banking for the Foundation.

2. **Safety issue of non-BCIT students taking Assayers Certification practical examination in BCIT labs.** The issue has been resolved and Memorandum of Understanding with BCIT will not be needed because exam candidates will be issued with student numbers and will be covered by BCIT insurance. *Paul Morrison.* BCIT will handle the issue of non-BCIT students taking the assayers examination in a very similar way to the BCIT non-destructive testing course. Some requirements such as documentation that non-BCIT students have had proper safety training need to be clarified. BCIT will discuss the minimum number of candidates needed for scheduling an exam and the examination fees with the Certified Assayers Advisory Council. *Ray Lett:* Examiners Board will need to review existing fees before next examination possibly within 18 months.
3. **Adoption of BC Certified Assayers Stamp (Ray Lett):** Formal approval from the BC Ministry of Energy, Mines & Petroleum Resources is needed to create stamp. Work will continue on the process for getting approval for the stamp.
4. **Tax Deduction for donations to the assayers Foundation (John Gravel):** Taxes are a non-issue due to Foundation's low cash flow. Charity registration is possible because Foundation awards scholarships, but the cost of registration as a non-profit society through an accountant will be expensive. Ray Lett will continue to look into registration.
5. **Scholarship Committee (Ray Lett):** A letter to industry candidates inviting application for a scholarship has been drafted and is being reviewed by the Scholarship Committee. *John Gravel* - Restrictions to award need to be clarified. *Jim McLeod* - Invitation should include all interested people. *Keith Rogers* - Scholarship can be applied to BCIT assayers program.

Call for a vote on the Motion. Unanimous acceptance of the Minutes as presented.

3. Presidents Report (John Gravel)

The BC mining industry has been very active over the past year highlighting continuity of the BC Certified Assayers program. Foundation achievements since the past year have been (1) award of a scholarship (2) amendment of the Foundation By Laws (3) information gathering to allow the issue for tax deduction receipts for donations and (4) progress toward the issue of a government approved assayers stamp.

Proposed (John Gravel) and seconded (Jim McLeod) that the Presidents report be accepted.

Discussion: None. Unanimous acceptance of the report as presented.

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4. **Secretary Report (Ray Lett):** Since the last Annual general Meeting the Secretary has arranged for the Assayers Web page to carry an announcement of the Annual General meeting, confirmed with the BC Corporate Registry that the Foundation By Laws have been changed to include the position of Vice President and arranged the award a scholarship to a BCIT Chemical Sciences student, J. Arlee. There are presently 17 Foundation members including the Ministry of Energy and Mines, the British Columbia Institute of Technology, the Chair and members of the BC Assayers Certification Program Board of examiners, commercial assay laboratories, equipment suppliers and mining companies.
5. **Treasurer Report (Ray Lett):** The RBC business essentials savings account has a balance of \$ 3735.94. This account allows up to 2 free transactions per month, \$2.50 for each additional transaction, no monthly fee and interest on 1.25% if the account balance exceeds \$10,000. There is presently \$15,175.45 invested in a 1-year cashable RBC GIC paying 1.5% interest. The GIC matures on August 28, 2005.

Proposed (Jim McLeod) and seconded (Albert Hung) that the Secretary/Treasurer report be accepted.

Vote on the Motion: Unanimous acceptance of the report as presented.

6. Appointment of Directors and Officers

Albert Hung nominated by John Gravel and seconded by Jim McLeod as a director of the Certified Assayers Foundation of British Columbia Foundation.

Keith Rogers nominated by John Gravel and seconded by Ray Lett as a director of the Certified Assayers Foundation of British Columbia Foundation.

Unanimous approval that John Gravel, Ray Lett, Mac Chaudhry, Lloyd Twaites and Jim McLeod continue as directors of the Certified Assayers Foundation of British Columbia.

Unanimous acceptance of resignations from John Gravel as President and from Ray Lett as Secretary/Treasurer of the Certified Assayers Foundation of British Columbia.

Keith Rogers nominated by Ray Lett and seconded by Jim McLeod as President of the Certified Assayers Foundation of British Columbia Foundation.

Jim McLeod nominated by John Gravel and seconded by Ray Lett as Vice President of the Certified Assayers Foundation of British Columbia Foundation.

Ray Lett nominated by Jim McLeod and seconded by John Gravel as Secretary/Treasurer of the Certified Assayers Foundation of British Columbia.

Discussion: There was no discussion of the nominations.

Call for other Nominations: There were no other nominations. By unanimous consent Keith Rogers is appointed President, Jim McLeod is appointed Vice president and Ray Lett is appointed Secretary/Treasurer of the Certified Assayers Foundation of British Columbia. Albert Hung, Keith Rogers, Ray Lett, Lloyd Twaites, John Gravel, Jim McLeod and M. Chaudhry are appointed directors of the Foundation.

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7. Other Business

1. **Update on adoption of a BC Certified Assayers Stamp (Brian Johnson):** *Ray Lett* will continue to seek approval from the BC Ministry of Energy, Mines & Petroleum Resources for using an Assayers stamp.
 2. **Exception from Assayers examination (Brian Johnson):** *Ray Lett* Recommend that discussion be deferred until the next BC Assayers advisory Council meeting when members of the Board of examiners could be present. A non-BCIT candidate can sit the examination. The examining Board could recommend a step-by-step description of the examination to allow preparation and could approving holding the practical examination at the Teck-Cominco laboratory in Trail, BC, provided that there is a minimum of four candidates.
8. Next meeting of the Advisory Council will held on a future date decided by mutual agreement of Council members. The next Extraordinary Meeting of the Foundation will be held November 4th, 2005.
9. Adjournment: *Proposed (Jim McLeod) and seconded (Brian Johnson) that the Annual General Meeting of the Certified Assayers Foundation of British Columbia be adjourned at 2.51 p.m., May 20th, 2005. Accepted Unanimously.*

Chair, Ray Lett _____

Secretary John Gravel _____