1. Opening remarks, Establish Quorum and Called Meeting to Order
The President, Jacques Brunelle introduced himself, established quorum and called the meeting to order at 5:00 PM EST. Jacques asked Board Members if they had any comments on the AGM 2016 minutes before proceeding with today’s meeting. No comments given. Jacques let any participants attending this year’s meeting if interested in receiving minutes from 2016 AGM to contact the EC office and a copy will be provided. As well, minutes from the 2017 AGM will be available once they are produced and approved by the Board. Jacques thanked all for being in attendance and welcomed all participants to the 2017 AGM.

2. Approval of the 2017 AGM Agenda (J. Brunelle)
Approved.
3. Chairman’s Report (J. Brunelle)
Jacques again welcomed all to the EC 2017 AGM. He then thanked and recognized the following people for their contribution to the mission of EC, which is to try and find a cure for epilepsy. First, to all the donors for their contribution and support in EC research. Second, to all the volunteers for their commitment and dedication to the cause and in the fundraising activities for the fiscal 2016-17 year. Next, to the people living with epilepsy for sharing their experiences to help raise awareness and assist in the fundraising efforts of EC. Fourth, all the Canadian Researchers who are diligently using the precious dollars that EC has raised to try and find a cure. Fifth, a special thank-you to the EC Board Members who give their time, expertise, guidance, coaching and commitment to help grow EC as a successful organization and a leader in the epilepsy community. Jacques mentioned each Board Member and recognized the two newest members, Mr. Lon Vining and Mr. Jay Barker, all volunteers who give their time freely to our organization. He then recognized Gary Collins, the President of EC, who has been living with epilepsy for more than thirty years. Jacques, as Chairman of the Board, stated that it is a pleasure to work with such a great team of committed professionals and volunteers. Finally, I want to thank and recognize the operational team of three people at EC- Ms. Pat Hutchison and Mr. Phil Newsome who are working under the solid leadership of Gary Collins for all their effort and the creativity they contributed to the cause and the countless hours and hard work they do for EC.
The fiscal 2016-17 year has been another challenging yet rewarding year. Growth in our financial progress and strategy, thanks to the updated business plan of our President, Gary Collins and his team. We have committed ourselves to a few important strategic initiatives in trying to grow the research funding while continuing to reduce the overall expenditures of EC. This year, over $200,000 will be given to fund epilepsy research grants.
Jacques then reminded all that the minutes of the 2016 AGM have been approved and are available by contacting the EC office.

4. Treasurer’s Report (L. Vining)
For the ending March 2017, EC finished in a very strong financial position, the cash position at that time was $342,000 as compared to $192,000 in the previous year. See the financial statements for further explanation.
The auditors have reviewed and completed their audit. Copies of the financial statements are available by sending in a request into the company.
Gary let attending participants know that if they wanted to receive any information they would like to have today they can email phutchison@epilepsy.ca and/or garycollins@epilepsy.ca.
People can also access the Canadian Revenue Agency website for non-profit organizations as the EC Financial Statements are also available there.
Lon moved that the EC Financial Statement for the 2016-17 Fiscal Year and Audited Financial Statements (with Opinion) be approved and this was seconded by Phil Newsome.
Lon proposed that Hillborn and Co. be appointed as the auditors for the 2017-18 EC Fiscal Year and that remuneration be set by the Board of Directors, this was seconded by Jay Barker.

5. Business Report (G. Collins)

Highlights

- Grew donation revenue $135K from last year representing a growth of almost 34% year-over-year.
- Direct Mail – still the foundation of our donation revenue. We grew revenue $60,000 year-over-year, almost 30%. However, in comparison to previous years, we are seeing a decline in this methodology of raising funds.
- Strong opportunities in Estate and In Honour Memorium. We received several estate and In Memorium donations which points to the aging of our donorbase. The In Memorium donations highlights the evidence that people are more aware of SUDEP and through these donations, donors are asking us to focus our research on an eventual cure. All those who passed away from SUDEP had been receiving some from of treatment.
- If I can summarize the year, I would say that FY’17 was dedicated to our 3rd Party Fundraising Partners
  - A few years ago, we embarked on a marketing strategy to ask Canadians come forward and tell their stories – both good and tragic.
  - Those that did, also wanted to do something actively. In FY’17 we had 10 fundraising projects.
- I want to highlight a number of great performance from DIY Events
  - Michelle Barker in Brandon Manitoba who put together a ‘All In for Epilepsy’ last fall and raised almost $5K in her local community.
  - Ann Stephanie, a paramedic in the Cdn Armed Forces, who, together with her boyfriend Patrick LaForest, determined to do their own private event called ‘We Paddle for Epilepsy’. They successfully paddled across Algonquin Park and raised over $5K.
  - Todd Quigg, from Toronto, renewed his ‘Strike Out Epilepsy’ bowling event and raised over $15K. This has become an annual affair and Todd is already planning for next year’s event.
  - We want to give special thanks to Katlyn Reid and her family who this past spring launched their first event in honour of her sister Michelle. Michelle’s Gala was held in Gravenhurst, Ontario and raised almost $20K. We had the great pleasure of working with Katlyn and attending Michelle’s Gala and it was a great event. Plans are now underway for the 2nd Annual event next spring.
  - And lastly, we want to pay tribute to Jay Barker, a manager at Air Canada, who approached us a year ago and wanted to do something for his son Aiden, who at age 2 was diagnosed with epilepsy. After a few planning meetings, Jay undertook the task of driving ‘Aiden’s Drive to End Epilpesy’, a golf tournament that was
held at Hockley Valley Resort. Through Jay’s efforts, he raised $81,000. Jay is now working on next year’s event.

- While organizing Aiden’s Drive, he sought the services of Mike Richards, a former sports talk show host in Calgary and Toronto who now has his own online internet program called The Raw Mike Richards Show. After being the MC at Aiden’s Drive, we got to know each other and following the golf tournament Mike agreed to MC next year’s event and become our National Spokesperson for Epilepsy Canada. Mike has a unique sense of humour and is a champion for those who need help. We’re honoured to have him working with us to raise awareness and much needed monies for epilepsy research.

- These events, and more, have shown us that Canadians want to get involved and are willing to roll their sleeves up to raise monies for epilepsy research and we are honoured to work with them.

**EC 2017-18 Business & Marketing Plans**

- **Key Drivers** – continue to work with our 3rd Party Fundraiser partners
  - Support 2nd year programs for Michelle’s Gala, Bowling, the Aiden’s Drive golf tourney
  - Add new programs – Louise Robillard, of Victoria, BC is launching her ‘Seize the Day’ fitness and training event in January to get the year started.
  - We supported Kyle Anderson, of Calgary, Alberta, who, with his father, just completed marching up Mt. Kilimanjaro to raise $5K
  - Coincidentally, the CEO of Solar Energies, Leonard Allen, approached us in late summer and has now committed to put a team of 10 together for next October to climb Mt. Kilimanjaro. The team’s objective is to raise $100K. 3 of us from EC have committed to joining Leonard’s team.

- **Video Productions**
  - We have created several videos recently that have been widely shared on social media. We will continue to use this medium and hope to tie it with new Mobile software technologies to drive fundraising on a different platform.
  - In that light, we also looking to create French-Canadian videos for our Quebec market.

We want to thank all the people who have helped Epilepsy Canada in this past year. I know that I wasn’t able to mention everyone but want them to know that their efforts are noticed and acknowledged.

The EC revenue from 2015-16 to 2016-17 grew by 33%, congratulations to Gary Collins and his team. Jacques shared that the Board received Gary’s recommendations and business proposal to change the focus of how funds were raised and thanked Gary for the positive outcome his recommendations have made.
6. **Nomination of Board Members and Executive Positions**
   Jacques acknowledged the contributions of the newest Board Members, Lon Vining and Jay Barker.
   All Directors have agreed to renew their term on the EC Board for another twelve months. The Board of Directors was proposed by Jacques and seconded by Morris Scantlebury. No person stepped forward to be nominated to the Board.
   The nominating committee proposed the following:
   - Secretary- Mr. John Goodman
   - Treasurer- Mr. Lon Vining
   - Vice-President- Mr. Jay Barker
   - Chair of Scientific Research Committee- Dr. Michelle Demos
   - Chairman- Mr. Jacques Brunelle
   Seconded by Carolyn Newson and approved.
   Roles and responsibilities, as well as the EC By-Laws are available through the office.

7. **Comments**
   Jay thanked Gary and the Board Members. Gary commented that both Phil Newsome and Pat Hutchison do outstanding jobs behind the scenes. Phil as the Marketing Agency and Pat Hutchison as the Manager of Donors and Administration.
   Amana Plomp asked if there had ever been an effort to create a conference/expo open to the public where information could be provided, i.e. medical information, research on epilepsy, guide dogs. She mentioned that she had been asked to speak at The Epilepsy Awareness Day Expo in Anaheim, California at Disneyland in November. Jacques thanked Amanda for her question and suggestion. He also asked Amanda if she would provide an update for the Board on her experience in Anaheim. Gary volunteered to connect with Amanda at a future date.
   Michelle Barker asked for further information regarding the Anaheim conference. She also supported Amanda’s request for a conference in Canada. Michelle has also been preparing videos about epilepsy. Gary suggested that he and Phil work with Michelle to integrate her work onto the EC website and with social media.
   Kyle Anderson volunteered to assist with the future Mt. Kilimanjaro fundraiser. He also commented on his recent climb and his amazing experience.

8. **Adjournment**
   Jacques thanked everyone and adjourned the meeting at 5:45 EST.

Minutes prepared by Pat Hutchison and reviewed by Gary Collins.