



NOTICE OF ANNUAL MEETING AVIS DE CONVOCATION À L'ASSEMBLÉE ANNUELLE

TAKE NOTICE that the Annual Meeting of members of The Royal Heraldry Society of Canada will be held in the **Pier Salon** of the **Pinnacle Hotel at the Pier**, 138 Victory Ship Way in North Vancouver, BC on Saturday, 6 May 2017 at 8:30 am for the purpose of:

EULLEZ PRENDRE NOTE que l'assemblée annuelle des membres de la Société royale héraldique du Canada aura lieu à North Vancouver, CB aux **Pier Salon, Pinnacle Hotel at the Pier** 138 Victory Ship Way à 8 :30H, samedi le 6 Mai 2017, dans le but:

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| a) Receiving the President's Report; | a) de recevoir le rapport du Président; |
| b) Receiving and considering the financial statements for the past fiscal year, together with the auditor's report thereon; | b) de recevoir et d'examiner les états financiers de l'année financière écoulée ainsi que le rapport du vérificateur s'y rapportant; |
| c) Appointing the Auditor; | c) de nommer un commissaire aux comptes; |
| d) Receiving report of Nominating committee; | d) de recevoir le rapport du Comité des nominations; |
| e) Electing Officers and Directors; | e) d'élire les officiers et les directeurs; |
| f) Appointing one Nominating Committee member for 2018; | f) d'élire un membre du Comité des nominations pour 2018; |
| g) Receiving Branch and Committee reports; | g) de recevoir les rapports des sections régionales et des comités; |
| h) Approving all the acts of the Executive and the Board of Directors taken during the past year; and | h) d'approuver toutes les décisions prises par la direction et le conseil d'administration au cours de la dernière année; et |
| i) Transacting such other business as may properly come before the meeting. | i) de traiter toute autres questions dont l'assemblée pourra être dûment sai |

Dated 08 March 2017 on behalf of the Board of Directors / *Daté le* 08 Mars 2017 au nom du Conseil d'administration

Edward A. McNabb, FRHSC
President/Président



AGENDA FOR THE 51th ANNUAL MEETING OF THE RHSC
ON SATURDAY 6 MAY 2017 IN NORTH VANCOUVER, AT THE HOUR OF 8:30 am

1. Call to Order/Quorum.
2. Moment of Silence for Members Departed since the Last Annual Meeting.
- 3.
4. Adoption of the Minutes of the 2016 Annual Meeting.
5. President's Report.
6. Financial Reports:
 - a. Treasurer's Report
 - b. Appointment of an Auditor.
7. Old Business:
8. Committee Reports:
 - a. Membership
 - b. Education
 - c. Periodicals
 - d. Website
 - e. Publications
 - f. Honours and Awards
9. Approval of the acts of the 2016 RHSC Board of Directors.
9. Nominating Committee Report on the Election of the Executive and the Board of Directors for 2016: President; 1st and 2nd Vice Presidents; Three Directors-at-large for three-year terms.
10. The Election of a Serving Member to the following committees for a one-year term:
 - a. Nominating Committee
 - b. Honours & Awards Committee
11. Conferences:
 - a. 2017 Conference
 - b. 2018 Conference
 - c. 2019 Conference
12. New Business.
13. Termination.

APPOINTMENT OF PROXYHOLDER
FOR THE 2017 ANNUAL GENERAL MEETING OF THE SOCIETY

The undersigned a voting member in good standing of The Royal Heraldry Society of Canada/La Société royale hérauldique du Canada, hereby appoints Edward McNabb, President of the Society, or in lieu of the foregoing, Vicken Koundakjian, First Vice-President, or in lieu of the foregoing, _____ as proxy of the undersigned, to attend, act and vote on behalf of the undersigned in accordance with the below direction (or if no directions have been given, as the proxy sees fit) at the Annual Meeting of the Society to be held on 6 May 2017 at 9am (including adjournments or postponements thereof) in the following manner:

All agenda items with the exception of:

The undersigned hereby revokes any proxy previously given.

If any amendments or variations to matters identified in the notice of meeting are proposed at the Meeting or any adjournments or postponements thereof, or if any other matter properly come before the Meeting or any adjournments or postponements thereof, this proxy confers discretionary authority to vote on such amendments or variations or such other matters according to the best judgment of the person voting the proxy at the Meeting or any adjournments or postponements thereof.

Printed name of appointer

Signature of appointer

Date _____

In accordance with By-laws of the Society all proxies to be exercised must be registered with the Secretary at least twenty-four (24) hours prior to the commencement of such meeting at which such Proxy is designated to be used OR with the chairperson of the meeting on the day of the meeting or the day of the continuation of that meeting after an adjournment of that meeting.

Your PROXY FORM, should you wish to use it, should be returned to the Secretary at:

secretary@heraldry.ca

Or

Royal Heraldry Society of Canada/La Société royale hérauldique du Canada

P.O. Box 8128, Terminal T
Terminal "T"
Ottawa, ON K1G 3H9
Canada

Current Officers and Directors-at-Large 2016 - 2017:

The Officers of The Society hold office for one (1) year from the date of election or appointment or until their successors are elected or appointed in their stead. Directors-at-Large who have served their three (3) year term may be eligible for re-election at the Annual Meeting at which their term of office expires, except that any such director who is completing two successive terms by election shall not be eligible for one year to be elected at the annual meeting.

ELECTED in 2016:

President: Mr Edward McNabb, FRHSC
1st Vice President: Mr Vicken Koundakjian, FRHSC (Hon)
2nd Vice President: Captain Ian Steingaszner, CD, FRHSC(Hon)

APPOINTED in 2016:

Secretary: Mr Stephen Murray, FRHSC(Hon)
Treasurer: Captain Ian Steingaszner, CD, FRHSC(Hon)

Directors-at-large who have completed their term:

- Captain Jason Burgoin
- Major Patrick Crocco
- David Hovey

Directors-at-large with one year to complete:

- Dr D'Arcy Boulton, FRHSC
- Mr David Cvet, FRHSC(Hon)
- Mr. Carl Larsen

Directors-at-large who have two years to complete:

- Mr. Allan Bird
- Mr. Robert Walsh
- Mr. Robert Frank

INSTRUCTIONS FOR SUBMITTING NOMINATION FORMS

Nomination forms for **Officers** and/or **Directors-at-Large** are included in this mailing. Careful consideration should be given to whom you wish to nominate to the Board. Nominees to the Board must be members of the Society, should have some knowledge about the organization of the Society and have the resources, both financial and time, to attend all meetings. The nominator should mail or email the signed nomination to the seconder, the seconder to the nominee and the nominee to the Secretary at **P.O. Box 8128, Terminal "T", Ottawa, ON K1G 3H9 Canada** or by email to **secretary@heraldry.ca**, to be received not later than 2 May, 2017. Members making multiple nominations should photocopy the appropriate form(s).

NOMINATION FORM FOR OFFICERS

The Nominating Committee invites nominations for Officers (President and First and Second Vice President) of the Society to be elected at the forthcoming Annual Meeting. The Nominating Committee will present a slate of candidates that will be presented to members at the meeting, but nominations will be accepted from the floor until declared closed at the Annual Meeting. This form should be completed and mailed as indicated in the attached **INSTRUCTIONS FOR SUBMITTING PROXIES AND NOMINATION FORMS**.

*Please **print** names*

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| <p>We nominate as President</p> <p>Mover: _____ Seconder _____</p> <p>I accept this nomination: _____</p> <p>Nominee's Address: _____</p> <p>Dated this _____ day of _____, 2017.</p> <p>Signed by nominator: _____ Signed by seconder: _____</p> <p>Signed by nominee: _____</p> |
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| <p>We nominate as First Vice President</p> <p>Mover: _____ Seconder _____</p> <p>I accept this nomination: _____</p> <p>Nominee's Address: _____</p> <p>Dated this _____ day of _____, 2017.</p> <p>Signed by nominator: _____ Signed by seconder: _____</p> <p>Signed by nominee: _____</p> |
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| <p>We nominate as Second Vice President</p> <p>Mover: _____ Seconder _____</p> <p>I accept this nomination: _____</p> <p>Nominee's Address: _____</p> <p>Dated this _____ day of _____, 2017.</p> <p>Signed by nominator: _____ Signed by seconder: _____</p> <p>Signed by nominee: _____</p> |
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NOMINATION FORM FOR DIRECTORS

The Nominating Committee invites nominations for Directors to replace the three Directors whose terms expire this year. If in addition, other Directors are elected to Executive positions, or yet others discontinue their directorships for whatever reason, then more than three positions may need filling this year. The nominations for Directors are to be made on this form and returned to persons indicated in the accompanying **INSTRUCTIONS FOR SUBMITTING PROXIES AND NOMINATION FORMS**, not less than five (5) days before the date of the Annual Meeting. However, nominations will also be invited from the floor at the Annual Meeting.

Each Institutional member has only one vote per institution.

Please ***print*** names

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| We nominate as Director-at-Large |
| Mover: _____ Seconder _____ |
| I accept this nomination: _____ |
| Nominee's Address: _____ |
| Dated this _____ day of _____, 2017. |
| Signed by nominator: _____ Signed by seconder: _____ |
| Signed by nominee: _____ |

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| We nominate as Director-at-Large |
| Mover: _____ Seconder _____ |
| I accept this nomination: _____ |
| Nominee's Address: _____ |
| Dated this _____ day of _____, 2017. |
| Signed by nominator: _____ Signed by seconder: _____ |
| Signed by nominee: _____ |

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| We nominate as Director-at-Large |
| Mover: _____ Seconder _____ |
| I accept this nomination: _____ |
| Nominee's Address: _____ |
| Dated this _____ day of _____, 2017. |
| Signed by nominator: _____ Signed by seconder: _____ |
| Signed by nominee: _____ |



Special Resolution Amending the Society's Bylaw.

Members should take note that they are to vote on a Special Resolution Amending the Society's Bylaw that was approved by the Board of Directors held Online from February 28, 2017 to March 02, 2017. As per the Society's Bylaws any amendment to the Bylaw must approved by a vote of Two Thirds of those voting at the Annual General Meeting. The text of the Special Resolution is below. The Executive of the Society recommends the adoption of this resolution.

Moved: 1) Section 2.1.d is repealed and replaced with the following:

2.1.d A Student Member is a person who is enrolled as a full-time Student at an institution of learning.

The current section says that Students must be under 25. The Executive feels that the removal of this restriction will be an encouragement for more Students to join the Society. The Executive feels that this will not create much of a financial burden.

Stephen Murray
Secretary/Secrétaire