

**MINUTES OF THE 2011 ANNUAL GENERAL MEETING
OF THE B.K.S. IYENGAR YOGA ASSOCIATION**

**AGM Dec 3, 2011
Timed Yoga Practice at 4:00 PM
Meeting at 5:00 PM
The Yoga Space, 202 - 1715 Cook Street, Vancouver, BC**

Board Members Present:

| | |
|-------------------|----------------------|
| Sue Fraser: | President |
| Gerie Primerano | Vice-President |
| Alice Sundberg | Treasurer |
| Niki Karmali | Membership Secretary |
| Lily Dos Remedios | Recording Secretary |
| Sarah Godfrey | Member at Large |
| Morgan Rea | Member at Large |
| Grant Richards | Member at Large |
| Jayne Lloyd-Jones | Member at Large |
| Mark Pezarro | Member at Large |
| Philip Lee | Member at Large |

Board Member Regrets:

| | |
|------------------|-----------------|
| David J. Leclair | Member at Large |
|------------------|-----------------|

Attendees:

Cheryl Joseph
Heather Graham
Marlene Conway
Rose Marie Rodden
Julie Gilbert
Nicola Tiburzi
Siobhan Sloane-Seale

a) CALL TO ORDER

A quorum being present, the meeting was called to order at 5:10 pm. Sue Fraser acted as chair and Lily was recording secretary.

b) APPROVE MINUTES OF 2011 ANNUAL GENERAL MEETING

The minutes of the 2011 AGM held on December 3, 2011 were accepted. It was Moved by Mark Pezarro, Seconded by Rose Marie Rodden, and Carried that we accept the minutes of the 2011 Annual General Meeting.

c) REPORTS FROM:

- a. President
- b. Treasurer
- c. Membership
- d. IYAC Representative
- e. Merchandise
- f. Workshop Committee
- g. Teacher Training

a) President's Report - Sue Fraser

Welcome to everyone.

This has been my second year as President of our Association. It's been quite a busy year, starting with the Intermediate Junior 1 Assessment held in January, through to the Yoga Conference in the middle of last month. Of course the most

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recent Yoga Conference was strictly speaking in the Association's 2011 fiscal year which started in October, but I am innately a calendar person rather than a fiscal one and besides, I reported on what was technically for us the 2011 Yoga Conference last year.

The President can only do her (or his) job with the help of all the amazing board members (as well as the volunteers from our Iyengar community). The Board met six times in the 2010-2011 fiscal year (plus briefly after last year's AGM), which is a little more than usual but was partly because of the various activities in which the Association was involved. I want to thank each of the board members for their fantastic contributions:

Our Vice President, Gerie Primerano for her involvement in the January assessment, her great work on our t-shirt design, and generally for her commitment to the Association.

Our Treasurer, Alice Sundberg, who unfortunately is stepping down from the position this year after many years doing a sterling job of looking after our finances. She will be remaining on the Board, thank heavens, for at least one more year because we really need her sober second look at things.

Our Recording Secretary, Lily dos Remedios (known electronically as Rubberboots) who in her first year on the Board took on the not so easy job of recording the minutes of all our meetings and getting them out for review incredibly quickly.

Our Membership Secretary, Niki Karmali, who manages to keep track of all our members despite a busy nursing job and who is always ready to help with sending emails out.

Our members at large: Grant Richards, Jayne Lloyd-Jones, and Morgan Rea who served their second years as Board members, Mark Pezarro (who has agreed to take over from Alice as Treasurer), David LeClair and Philip Lee who have done a great job on the Association's new Facebook page, and last but not least Sarah Godfrey. Sarah has been a Board member for many years, and I think slightly unwillingly got roped back in a couple of years ago after trying to remain off the Board. In any event, she once again tried to stand down but got roped back in again by a new prospective member, Claudia McDonald. I, and the Association, appreciate all the work she has done in the past few years.

Jayne is also stepping down this year, primarily because of major commitments to the national Association in a public relations role, and we are sorry to lose her.

On behalf of the Association, I would like to say how grateful we are (and I am) to those members who gave their time to the Board despite having assessments to work towards – Gerie, Lily, Grant, Jayne and Morgan. I'm not a teacher, but I know how much is involved and really appreciate their time commitment to the Association.

I also want to thank those members of the Association who contributed to the major events this year – the Intro 1 Assessment in particular. Hosting an assessment is quite an undertaking, and because of their assistance it went very smoothly. We needed people to prepare or pick up and deliver lunches and dinners and for the assessors and clear up afterwards. We needed transportation services and people to look after the many items that are needed in an assessment. The organization of food for the assessors, Margot Kitchen, Sheri Berkowitz and Marlene Miller, was handled with great finesse by our master organizer, Julie Gilbert – thank you Julie. Gerie also did a lot of work on the assessment, which was much appreciated and Mark Pezarro also helped out and of course, Louie donated the location and also was involved as an assessor in training, so we are very appreciative of all her help. I think on behalf of Julie I'd also like to thank all those who prepared and served the meals for the assessors – by all accounts the meals were wonderful and very much enjoyed by the assessors.

We also thank Terry Damiani for her work on the Walk for Cancer on behalf of the Association. This was new for us and the kind of thing we would like to get involved with in order to spread the word about Iyengar yoga. Another event along those lines was of course, our second year of participation in the Yoga Conference. Sarah, Gerie, Jayne and Morgan worked hard on this - Sarah in particular did a great job with the pamphlet for distribution at the Conference. David LeClair did an amazing job with the video of Mr. Iyengar which was shown during the Conference and attracted quite a bit of interest. Philip Lee and David also worked on the photographs which were used to decorate the booth, as well as its design. We also had great help manning the booth from other teachers – Eve Johnson (who helped with set up), Grant,

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Mark, Arezou Moeni, Nicola Tiburzi, Patricia Fernandez, BJ Overland, Dood, Gwynneth Sobejko, Philip Lee, Roberta Vommaro, Terri Damiani and Rose Rodden. We were also able to use Claudia McDonald's "props" and materials for the booth once again, which was great. Special thanks once again to Gerie for doing the one hour teaching session on the garden floor, with the help of Morgan Rea. If the Conference goes ahead next year, we are hoping to have one of our teachers make a Presenter Proposal, which would mean at least a two hour teaching session on the teaching floor and perhaps several hours.

One of the things the Board wants to continue working on in the upcoming year is finding other ways to promote Iyengar yoga and if any members have ideas, we are always happy to hear them. Eve Johnson has agreed to prepare a series of emails to be sent to visitors to the booth at the Yoga Conference who left their addresses – we hope that this will encourage more Iyengar students.

Finally, as I mentioned earlier, we now have a Facebook page – thanks in particular to Philip Lee. Please use it - we hope to be making it more and more useful, and encourage all our members to contribute.

As for other Association members who donate their time, we have Elizabeth Adilman who acts as liaison or website co-coordinator so that all the information gets posted in a timely fashion and Marla Britton, the graphic artist who assists with our promotional material.

There will be reports from the Workshop Committee and the IYAC representative, Nicola Tiburzi, and of course we very much appreciate all the work that these people do. Gerie will also be providing an update on merchandise – the new t-shirts.

I am sure there are people I have missed and if I've forgotten anyone, my humble apologies. Thank you to the Board members for all their help.

b) Treasurer's Report - Alice Sundberg

Notice to Reader:

On the basis of information provided by management, we have compiled the statement of financial position of BKS Iyengar Yoga Association as at September 30, 2011 and the statements of operations and net assets for the year then ended.

We have not performed an audit or a review engagement in respect of these financial statements and accordingly we express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

Pace Accounting Inc. Vancouver, BC November 21, 2011

BKS Iyengar Yoga Association, Statement of Financial Position As of September 30, 2011 Unaudited - see Notice of Reader

| ASSETS | 2011 | 2010 |
|---------------------------|---------------|-----------------|
| Cash | \$31,060.00 | \$25,694.00 |
| Accounts Receivable | - | 3,995.00 |
| HST/GST Rebate Receivable | 906.00 | 334.00 |
| Prepaid Expenses | 1,875.00 | 1,875.00 |
| <u>Inventory</u> | <u>700.00</u> | <u>1,973.00</u> |
| | 34,541.00 | 33,871.00 |

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LIABILITIES AND NET ASSETS

CURRENT

| | | |
|------------------|----------|----------|
| Accounts Payable | 1,237.00 | 1,217.00 |
|------------------|----------|----------|

NET ASSETS

| | | |
|--------------------------------|------------------|------------------|
| <u>Unrestricted Net Assets</u> | <u>33,304.00</u> | <u>32,654.00</u> |
|--------------------------------|------------------|------------------|

| | | |
|--|-----------|-----------|
| | 34,541.00 | 33,871.00 |
|--|-----------|-----------|

BKS Iyengar Yoga Association, Statement of Changes in Net Assets For the year ended September 30, 2011

| NET ASSETS | 2011 | 2010 |
|--------------------------------------|---------------|-------------------|
| Net assets, opening balance | \$32,654.00 | \$35,790.00 |
| <u>Excess of Revenues (Expenses)</u> | <u>650.00</u> | <u>(3,136.00)</u> |
| Net Assets, end of year | 33,304.00 | 32,654.00 |

BKS Iyengar Yoga Association, Statement of Operations For the year ended September 30, 2011 Unaudited - see Notice to Reader

| REVENUES | 2011 | 2010 |
|--------------|-----------------|---------------|
| Workshops | 29,077.00 | 32,410.00 |
| Memberships | 5,310.00 | 3,849.00 |
| Merchandise | 2,854.00 | 1,684.00 |
| <u>Other</u> | <u>1,143.00</u> | <u>764.00</u> |
| | 38,384.00 | 38,707.00 |

EXPENSES

| | | |
|-------------------------------|------------------|------------------|
| Workshops | 25,097.00 | 25,395.00 |
| Merchandise Costs | 3,048.00 | 508.00 |
| Insurance | 2,500.00 | 2,500.00 |
| Advertising & Promotion | 2,011.00 | 2,929.00 |
| Professional Development | 1,696.00 | 5,934.00 |
| Workshop Bursaries | 1,290.00 | 1,130.00 |
| Accounting | 864.00 | 778.00 |
| Office and Miscellaneous | 696.00 | 2,118.00 |
| Dues & License | 285.00 | 263.00 |
| <u>AGM Expenses</u> | <u>247.00</u> | <u>288.00</u> |
| | <u>37,734.00</u> | <u>41,843.00</u> |
| Excess of Revenues (Expenses) | 650.00 | (3,136.00) |

Discussion:

The Financial Statement was reviewed by Alice and presented to the members of the association. Most of the revenue was generated by workshops and merchandise sales. There was also a grant given by IYAC for \$1,000.00 for the yoga conference held in 2010. Another grant was given for the yoga conference for 2011 of \$1,000.00. Office and miscellaneous expenses are lower this year because we no longer have a telephone expense which cut down the cost substantially. The internet and e-mail are the lines we use for communication.

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Following the discussion of the Treasurer's Report, acceptance of the report was moved by Morgan Rea/ Seconded by Gerie Primerano / Carried.

c) Membership Report - Niki Karmali

As of December 3, 2011 our membership stands as follows:

Total Membership - 233
Teacher - 39
Teacher Trainees - 16
2011 - 2012 Members - 22

We are still using the Constant Contact service to store our data base which includes a total of 22 lists such as those above as well as membership numbers for each year, survey respondents, honorary member etc. Please rest assured that these lists are never given out to anyone and any information stored is only the information you write on your membership application/renewals.

We also use Constant Contact to generate and send e-mail messages to members. A total of 31 messages were sent out to members during this membership year. Most people are happy with this method of correspondence, although we do keep a list of people without e-mail addresses, as well as those who would prefer to correspond by regular (Canada Post) mail. Please contact Niki Karmali (604-904-0102) or nakarmali@shaw.ca if you are not receiving correspondence or would prefer to communicate with the association in other ways.

d) Iyengar Yoga Association of Canada Representative's Report - Nicola Tiburzi

This year marked one year for Lynne Bowsher as our President of IYAC/AYCI. She our Vice President, Patricia Fernandes and the board members continue to meet and regularly work together via conference calls.

The official change the Association's bilingual name - Iyengar Yoga Association of Canada/Association Canadienne de yoga Iyengar, was completed by Naomi Minwalla, our legal adviser, now the continued task of translating our many documents into French is underway.

Barbara Young and the regional reps surveyed our members; the data will be reviewed to incorporating ideas on how to increase student membership in the coming year. Jayne Lloyd-Jones of Spectacular Ink of Vancouver is IYAC/ACYI's new Public Relations firm. Jayne will be employed to use her expertise, to act and advise on the promotion of Iyengar Yoga and our Iyengar Yoga Association in Canada. A topic at this years AGM was how we as an association can stay and get more connected to the work and events that are going on across the country, and how to promote the study of Iyengar yoga. Social media was mentioned as a new avenue for promoting IYAC/ACYI. The IYAC/ACYI Board has recently learned how Facebook works, it's purpose and possibilities and is in agreement that this is a good step to take promote the work and study of Iyengar yoga. Check out IYAC/ACYI's Facebook page and submit what you wish to share. It is now our national community's duty to keep us updated and share inspirations via one of the most popular sites in the world. Ty Chandlar will administer the page, over see the material presented and will delete the link or picture that may not be relevant. Stephanie Tencer in Toronto will be doing the IYAC/ACYI Twitter page. Our new website will be going live in December. The site reconstruction comes with a fresh new look and allows our annual membership renewal payments to be made online through Pay Pal.

In December 2010 a birthday gift of \$2000 was sent to Guruji for the Bellur Fund. Guruji sent a letter of thanks and stated that he is planning to build a junior college in Bellur so that students who express their love to learn more may benefit from this college education.

Certification Mark funds:

For the first time monies were disbursed from the Certification Mark funds for projects that promote Iyengar Yoga in the community. • \$1,000 went to the B.K.S. Iyengar Association (Vancouver) to support the annual Yoga Conference held in

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Vancouver from 1st to 3rd October 2010. The event attracted thousands of attendees from the greater Vancouver area. Many students were introduced to Iyengar yoga for the first time through a class, brochure and newspaper advertising.

e) Merchandise Report - Gerie Primerano

Merchandise sales from October 2010 to September 30, 2011 were \$2,854.00 up from \$1,684.00 last fiscal year. Sales have been mainly generated from t-shirts which were made available for purchase during workshops. I have also taken them to class and sold them there.

In December of last year, Julie Gilbert offered to sell merchandise at The Yoga Space during the last week of classes. Julie's initiative and incentive got the merchandise out of storage, visible and available. The total sales that week were \$568.00. Thanks to Julie for her time and energy and to Louie Ettling for allowing us to set up shop.

The lotus design has been very well received and since we first used it for the long sleeve women's t-shirts, it has since been printed on short sleeve shirts for women and men alike. The long sleeve shirts have sold out and about a third of the short sleeves remain. About half of the shirts in the inventory are older stock and selling at a reduced cost. Another order of the long sleeve will likely be placed, as there have been many requests for more.

Sale of the shirts helps to support our associations, raise its awareness within the community and Iyengar yoga outside our community.

At this time are no plans to purchase for resale books or DVD's as they are generally available at local bookstores and on-line at various sites. The board will consider purchasing "hard to find" items if the logistics are manageable and costs, including shipping, can be covered, not necessarily selling for a profit.

The association currently has 5 DVD's, 3 books and 52 shirts in its inventory.

f) Workshop Report - Cheryl Joseph & Nicola Tiburzi

Louie Ettling (coordinator), Nicola Tiburzi (coordinator in training), Cheryl Joseph (coordinator in training), Siobhan Sloane-Seale (logistics and bookkeeping), Mark Pezarro (logistics and bookkeeping), Corrie Vorlauffer, Donna Rao, Heather Graham, and Mary Little.

2011 Workshops

The 4 workshops offered in 2011 were:

- Gabriella Guibilaro (Italy): Friday March 18 - Sunday March 20; Monday March 21 for Teachers/trainees;
- Lucie Guindon (Quebec/Victoria): Friday April 29 - Sunday May 1;
- Chris Saudek (USA): Friday June 24 - Sunday June 26; Monday June 27 for Teachers/trainees;
- Bev Windsor (St. John's): Friday October 14 - Sunday October 16

The combined number of participants for both the general and teacher training workshops is 143.

The international teachers' workshops were full. The Canadian visiting teachers offered insightful workshops which resulted in positive responses from participants.

Workshop Committee Coordination

Although last year Louie Ettling officially handed over the coordination of workshops to Nicola Tiburzi and Cheryl Joseph, she has been very much involved in guiding and facilitating to ensure the future workshops continue to be planned for; and the current workshops are marketed, attended, and run smoothly. Siobhan Sloane-Seale and Mark Pezarro have taken over the workshops logistics and accounting again with the guidance of Louie Ettling.

Workshops Refund Policy

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A refund policy was drafted in the spring of 2011. The board approved the policy in June 2011, and deemed it come into effective as of January 1, 2012. The policy will be included in the workshop application form. Following is the policy:

1. A full refund is available provided that notice of cancellation is given a minimum of 15 days prior to the workshop.
2. If notice of cancellation is provided after 15 days prior to the workshop, there will be no refund unless there is a waitlist for the workshop and a replacement attendee can take the place of the person who cancels. In this circumstance, a full refund will be provided (less a \$25.00 cancellation fee).
3. A person who is cancelling a place in a workshop is free to locate someone to take his or her place, and made arrangements with them, provided that replacement person meets all requirements for the workshop.
4. Subject to paragraphs 2 and 3 above, if a person is cancelling because of illness or injury during the 15-day period, a 50% refund will be granted up to 48 hours prior to the commencement of the workshop.
5. If the person cancelling has been awarded a bursary, any refund will have the amount of the bursary deducted and the person can apply for another bursary for a future workshop.

The above policies are subject to any extenuating circumstances and the discretion of the workshop committee.

Finances

| | |
|------------------|-------------|
| Revenue | \$32,895.00 |
| Expenses | 4,762.00 |
| Instructor Share | 19,929.00 |
| Profit | 8,185.00 |

Note these are calculations are based on the calendar year not the association's fiscal year, thus will not correspond with the association financials.

There were 15 Vancouver Association workshop bursaries given out: 3 trainee, 8 student, and 4 teachers.

Future workshops

As of December 2, 2011, these are the workshops in planning.

2012

- March 16 - 18: Gabriella Guibilaro (Italy); March 19; Gabriella Guibilaro - Teacher Training
- June 8 - 11: Chris Saudek (USA); Possibility of Teacher Training day
- September 28 - 30; Father Joe Perreira (India)
- October 26 - 28; Donald Moyer (USA); Possibility of Teacher training day

2013

- March dates TBA: Gabriella Guibilaro (Italy)
- May: Gulnaz Dashti (India) - to be confirmed
- Chris Saudek (USA) - possibility
- Fall: Birjoo Metha (India) - he has been invited a few times but has not been able to commit.
- September 20 - 23: Mahyar Raz (Toronto/Tehran); September 24: Mahyar Raz - Teacher training

Thank you to:

- Keen students of Iyengar yoga for continuing to support workshops. If there were not the desire to learn, the workshops would not take place year after year.
- The teachers who continue to inspire students to learn and to attend association workshops.
- All workshop committee members who make the workshops happen.
- Louie Ettling for:
- Spearheading the workshop committee for these many years; and for the continuing work as she trains the new group taking on the coordination and logistics.
- Hosting all the visiting teachers this past year.

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- Others in our yoga community contribute time and energy when workshops take place. Volunteers sweep floors, organize gifts for visiting teachers or welcome students at the door. Volunteers host students from out of town.
- The ongoing support of keen and active members. You make the workshops possible.
- The Board of Directors and its 2011 chair, Sue Fraser, for good collaboration.
- Alice Sundberg, the board's treasurer who has worked closely with the workshop committee
- Niki Karmali, membership secretary, for assisting in communicating with members.
- Elizabeth Adilman, 2011 website coordinator for our association, for her diligence in getting workshop information up on the site.
- Marla Britton, who designs workshop flyers and is very kind in the process.

New Business

Proposed resolution:

Appendix A

That the by-laws of the Association be amended as follows:

Article III. 1. Be amended to read: "The Annual General Meeting shall be held within three (3) months of the end of the Association's fiscal year, at a place within the Province of British Columbia and on a day to be fixed by the directors."

Article III. 2. Be amended to read: "Every notice of an annual, general or special meeting of the Association shall state the nature of the business of the meeting and such notice shall be given to every member at least fourteen (14) days before such general or special meeting."

Article III. 3. Be amended to read: "Notice of any annual, general or special meeting shall be deemed to be given to every member if mailed or handed to every member, or if a notice of the annual, general or special meeting is advertised on the Association's website or provided to them by other electronic notification."

A motion that the by laws of the Association be amended as above Appendix A was put forward.

Moved: Mark Pezarro/ Seconded by Alice Sundberg/ Carried

Election of Directors for 2010-2011

Following a call for nominations: two additional nominations were received: Julie Gilbert and Claudia MacDonald.

No additional nominations were received. Thanks to Jane Lloyd-Jones, David Leclair and Philip Lee for serving on the board this year.

It was moved by Heather Graham/ Seconded by Cheryl Joseph/ carried that we elect the following by acclamation as the 2011-2012 Board of Directors

Sue Fraser
Gerie Primerano
Alice Sundberg
Mark Pezarro
Nicki Karmali
Lily Dos Remedios
Sarah Godfrey
Grant Richards
Morgan Rea
Julie Gilbert
Claudia MacDonald

Other Business

The Board extended thanks to Philip Lee for all his hard work in setting up the Facebook page. The social network will reach a wider audience for our cause. Philip Lee will still be involved as our main advisory for the Facebook page.

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Adjournment

There being no further business to discuss, the meeting was adjourned at 6:15 pm.

Respectfully submitted by:

The Board of Directors
BKS Iyengar Association