



**Canadian Evaluation Society – Annual General Meeting  
5:00 pm – 6:00 pm, Monday, June 2, 2003  
Hyatt Regency Hotel, Vancouver, British Columbia**

**1. Call to Order by the President and Appointment of Secretary**

The President welcomed all delegates, with special recognition to international presenters. American Evaluation Association President, Richard Krueger, was also warmly welcomed.

Moved by Gwen Keith, seconded by Karyn Hicks to call the meeting to order. The meeting commenced at 5:05 pm.

Carried

Moved by Gwen Keith, seconded by Joan Kruger to appoint Kathy Jones as secretary.

Carried

The President referred to the CES Council meeting and the motion to remove the proposed by-law amendment as follows:

Moved by Nancy Porteous, seconded by Lynn Bryant to remove the proposed by-law amendment 6.02 Election of President/Vice-President from the Annual General Meeting. Council has heard significant opposition to the proposed amendment and will set up mechanisms to hear the views of all members. The first consultation is scheduled for Tuesday, June 3, 2003 from 1:30pm to 2:30pm. An e-mail notice will be sent to all members via the weekly automatic broadcast announcing the set up of an electronic consultation process by the end of June. This consultation will be moderated initially by Francis Remedios and Jim Cullen. Council will consider all feedback and will make a decision on how to proceed at its October 2003 Council meeting.

Carried unanimously, no objections, no abstentions.

**2. Minutes of 2002 General Meeting**

Moved by Gwen Keith, seconded by Nancy Porteous to approve the CES Annual General Minutes of May 6, 2002.

**3. Presentation of the Slate of Officers for 2003-2004**

Moved by Gwen Keith, seconded by Karyn Hicks that the Vice President position for 2003/2004 be filled by Frankie Jordan.

Discussion: In response to the process for nomination of the Vice President, the Past President explained that in consultation with the President, Vice President and Committee Chairs, the need for continuity of Committee Chairs was defined. An electronic vote within Council on the proposed Slate was conducted resulting in 10 in favour and two opposed.

Carried

The President announced the Slate of Officers for 2003/2004.

President, Gwen Keith; Vice-President, Frankie Jordan; Secretary Treasurer, Carl Doucette; Chair Administration Committee, Barry Warrack; Co-Chairs Member Services Committee, Lynn Bryant and Jim Cullen, Chair Professional Development Committee, Gerald Halpern.

#### **4. Report of the Treasurer**

Heather Perkins reported that the 2001-2002 fiscal year end was successful financially based on revenue from the 2001 Banff Conference, membership fees, and from other activities such as the delivery of the Essential Skills Series. Projected revenue from the 2002 Halifax Conference will exceed expectations and will contribute a minimum of \$40,000. Members' equity is projected at \$118,000. Audited statements will be published in July 2003.

Moved by Heather Perkins, seconded by Benoît Gauthier that the report from the Treasurer be accepted.

Carried

#### **5. Reports**

##### **a) Report of the President**

Gwen Keith thanked Reed Early and the BC Chapter for hosting the 23<sup>rd</sup> Annual Conference. Sincere appreciation was extended to Karen Stierhoff and recognition given to all sponsors and partners. Conference 2004 takes place May 16-19 in Saskatoon. CES/AEA Conference will be held October 25-30, 2005 in Toronto.

Success of the CES and the advancement of evaluation depends on the time and talent of volunteers and Chapters. Investment in students is also a driving force. Special thanks were extended to outgoing Chapter and Council representatives Karyn Hicks (Vice-President and NWT rep), Heather Perkins (Secretary/Treasurer), Bud Long (Chair, PD Committee and BC rep) and Linda Robertson (NS).

CES has much to celebrate in terms of Council initiatives. The Willow Group continues to serve as the National Office; Prof. Brad Cousins, newly appointed Editor of the *Canadian Journal of Program Evaluation* has completed his first year; Benoît Gauthier is relentless in providing an exceptional web site and his services are deeply appreciated; the Essential Skills Series has been offered extensively across Canada; web news has been initiated and well received; and, CES is a key player on the Joint Committee of Evaluation Standards and has launched the Student Evaluation Standards.

As well, CES plays a significant role in worldwide evaluation partnerships. We are working with the American Evaluation Association on the Joint Conference 2005; we participated in the inaugural assembly of the International Organization for Cooperation in Evaluation (IOCE) in Lima, Peru; Nancy Porteous was instrumental in drafting the

IOCE constitution; we have a connection with the Japan Evaluation Society; and the President delivered a paper at the 5<sup>th</sup> European Conference in Budapest.

The President stated that she is honoured to serve CES.

Moved by Gwen Keith, seconded by Karyn Hicks that the President's report be accepted.  
Carried

**b) Report of the Past President**

Nancy Porteous reported that the inaugural assembly of International Organization for Cooperation in Evaluation (IOCE) was held in March 2003 in Lima, Peru. CES was officially represented by Gwen Keith and Nancy Porteous. Twenty-three regional and national associations were represented with 38 official participants. Pleased to have Hélène Johnson from SQEP making strong linkages with the Francophone network. A draft constitution was endorsed in principle. A revised version will be submitted to CES Council in June for their consideration. An Executive and Board of Trustees was elected. Two North Americans sit on the Board, Donna Mertens from AEA and Nancy Porteous from CES who also serves as the IOCE Treasurer.

Moved by Nancy Porteous, seconded by Benoît Gauthier that the Past-President's report be accepted.  
Carried

**c) Report of the Vice-President**

Karyn Hicks reported on CES Conference activities. The Nova Scotia Chapter hosted the Halifax conference in 2002. The organizing committee staged a professional event that was well received by delegates. Special thanks were extended to Heather Perkins and Tracy Fiander Trask for their hard work as co-chairs. Gratitude was given to Kaireen Chaytor for her firm's support with this event. Karyn recognized Karen Stierhoff, The Willow Group and the 2003 Vancouver organizing committee for their tremendous efforts in hosting this year's conference. Council has accepted the bid from the PEI Chapter to host the 2006 Conference.

The CES Fellowship created in May 2001 will recognize sterling members of the evaluation community by bestowing recognition as a Fellow. The original founders of CES are the Founding Fellows.

The Advocacy Committee is co-chaired by Linda Lee and Karyn Hicks. The group has met on several occasions and has identified a host of activities. The committee agreed to focus on one or two initiatives and direct their efforts for the coming year. Thanks were extended to members of the committee, Gerald Halpern, Brigitte Maicher, Patrick Moran, Bea Courtney, Stephanie Mowry, Gary Gerhring, Bill Collins, Bud Long, Jennifer Yessis, Birgitta Larson, Len Meier, Marylee Stephenson, and Joe Kopachevsky.

Moved by Karyn Hicks, seconded by Linda Lee that the Vice-President's report be accepted.

Carried

**d) Report of the Administration Committee**

Barry Warrack reported that the mandate of the Administration Committee is to manage designated administrative affairs.

The Student Evaluation Case Competition has been very successful over the past years. Council decided to designate this activity to the Professional Development Committee. The Student Paper Contest was restructured in the past year. A greater number of submissions is expected for future years. Brad Cousins has agreed to take on stewardship of the 2004 contest.

The Chair provided updates on additional projects: the communications policy and business planning process will be updated for 2004; Director's liability insurance has been obtained; the New Councillor Orientation Manual has been produced in electronic format and posted to the Council Forum on the web site with links to referenced material; and, the CES Scholarship Foundation is becoming active once again under the leadership of Bob Segsworth and Joan Kruger.

The Chair expressed thanks to committee members Sandra Bozzo (ON), Francis Remedios (AB), Frankie Jordan (SK) and to The Willow Group.

Moved by Barry Warrack, seconded by Francis Remedios that the Administration Committee report be accepted.

Carried

**e) Report of the Member Services Committee**

Lynn Bryant reported that the CES web site has a wealth of information with traffic doubling over the last year. Thanks were given to Benoît Gauthier for his creative energy.

The formal newsletter has been suspended and replaced with the electronic Web News. The first issue was distributed in January 2003 and received excellent feedback. The next issue is expected to be distributed in July 2003.

The Visual Identity Policy was adopted which outlines acceptable use of the CES logo.

The Chair expressed thanks to committee members Jim Cullen (SQEP), Linda Robertson (NS), and Brad Cousins (Editor, *Canadian Journal of Program Evaluation* (CJPE)). She also thanked Celine Mercier (Associate Editor, CJPE), Lynette Harper (Book Review Editor, CJPE), and welcomed Christian Dagenais (incoming Associate Editor, CJPE). Special thanks were given to Benoît Gauthier (Web Master), and Kathy Jones and Sue Ryan of The Willow Group.

Moved by Lynn Bryant, seconded by Rochelle Zorzi to accept the Member Services Committee report.

Carried

**f) Report of the Editor, Canadian Journal of Program Evaluation**

Brad Cousins extended thanks to Lynn Bryant, The Willow Group, the Journal's editorial staff and Jennifer Carey, editorial assistant. Special thanks were given to Benoît Gauthier for his assistance

Special issue Vol 17#3 featuring guest editor Nancy Porteous has been released. Vol 18#1 Spring 2003 will be released in July and Vol 18#2 Fall 2003 will be distributed in December.

The Editor's primary goals which have been achieved, are to elevate the Francophone presence, rejuvenate book reviews, and raise the international profile of the Journal. The Editorial Board has been reconfigured. Consideration is being given to electronic communication and publishing pdf articles on the web site. The Editor is looking forward to ongoing contributions and drawing from the membership.

Moved by Brad Cousins, seconded by Larry Bremner to accept the Journal report.  
Carried

**g) Report of the Professional Development Committee**

Gerald Halpern thanked Rochelle Zorzi for her evaluation report in support of advocacy and professional development. Thanks were also extended to committee members Carl Doucette (PEI), Tracy Fiander Trask (NS) and Bud Long (BC). Heather Perkins (Treasurer), and Jim Cullen (SQEP) representing CES on the Joint Standards Committee, were also recognized.

Concerning the Core Body of Knowledge, two surveys are planned. First, a survey of other professional organizations to learn how they define core competencies and how they publish those, if they do. Second, a survey of members to learn of their evaluation background (training and experience) and their additional needs.

Special attention is being given to professional development courses. The Essential Skills Series will form the core of Tier I courses. The committee is moving forward with Tier II courses expected to be available for delivery within six months.

The organization of the web site to accommodate professional development initiatives has been redone, thanks to the services of Benoît Gauthier.

Moved by Gerald Halpern, seconded by Brigitte Maicher to accept the Professional Development Committee report.  
Carried

**6. Appointment of Auditors**

Moved by Gwen Keith, seconded by Russ Graham that Elizabeth Redmond be appointed as the CES Auditor for fiscal year end 2003.

Carried

## **7. Other Business**

Karyn Hicks, in her role as Vice President, recognized individuals leaving Council and presented Certificates of Recognition to Bud Long and Heather Perkins. Linda Robertson was not present and will be sent a Certificate. Nancy Porteous presented a Certificate to Karyn Hicks and thanked her for her many years serving CES.

Bud Long presented the following motion:

Moved by Bud Long that Council, in the administration of by-law 6.02, issue a formal invitation for nominations at least six weeks before the subsequent AGM and, in the event more than one candidate is nominated, hold an election in accordance with that by-law.

Seconded by Martha McGuire.

Discussion of the motion:

This motion will be considered in discussions that are about to take place. Though the succession by-law can be and is interpreted many different ways, some members anticipate resolution to the satisfaction of all members prior to the next presidential election for the 2004-2005 term. Questions on the administration of the by-laws were raised. A succession process that is flexible, transparent and accountable is the goal of all parties. Concern was expressed that opinions presented at the June 3 discussion will not have that authority of an AGM. The President acknowledged that this is a critical issue and warrants substantial time for discussion purposes. All opinions will be considered and the membership informed in a timely manner of decisions taken by Council in this regard.

Results of vote:

In Favour – 22

Opposed – 18

Abstention – 3

Carried

The President, on behalf of Council, thanked those in attendance for their interest.

## **8. Adjournment**

Moved by Larry Bremner, seconded by Anita Myers that the 2003 CES Annual General Meeting be adjourned.

Carried