



**The Honourable Company of Freemen  
of the City of London of North America**

*34th Annual General Meeting*

**Agenda**

1. Call to order
2. Declaration re constitution of the Meeting
3. Motion to approve Agenda
4. Appointment of scrutineers
5. Motion to permit the Chair to vary order of Agenda
6. Minutes of the 33rd Annual General Meeting held on April 18, 2012
7. Matters arising
8. Master's Report
9. Hon Clerk's Report
10. Hon Treasurer's Report
11. Committee Reports (Communications, Events, Membership and Charitable Trust)
12. Enquiries by Members
13. Approval of actions of the Court during the year

14. Election of the Court for the coming year

Nominations from the floor of the Annual General Meeting may be made for Court members only. Such nominations must be in writing signed by the nominee, the mover and seconder and be in the hands of the Master or Secretary prior to the meeting and each of the signatories must also be present at the meeting.

15. New business

16. Western University Presentation

17. Termination

# **Minutes**

## **Minutes of 33rd Annual General Meeting**

**Held in the Performing Arts Lodge, Toronto**

**Wednesday April 18, 2012 at 6:00 pm**

### **1.12 Call to Order**

The Master, Michael Green, welcomed Freeman and their guests to this, the 33rd Annual General of the Honourable Company.

### **2.12 Declaration re Constitution of the Meeting**

The Constitution of the Honourable Company states that "The Annual General Meeting of Members shall take place annually, generally at the same time as the Annual Dinner when the Master will present a report on behalf of the Court".

There being more than 10 members present the Meeting was therefore duly constituted. Frances Sommerville will act as secretary to the meeting.

### **3.12 Motion to approve the agenda**

The motion was approved without dissent.

Proposer John Lawer, seconder Ken Foxcroft.

**CARRIED**

### **4.12 Appointment of Scrutineers**

The By-Laws authorize the appointment of scrutineers and two volunteers were nominated to so act.

John Smith and Martin Walmsley

Proposed Tom O'Carroll, seconded John Bishop

**CARRIED**

### **5.12 Motion to permit the Chair to vary the order of Agenda**

Proposer Michael Green, seconder John Welch

**CARRIED**

### **6.12 Minutes of the 32nd Annual General Meeting**

The minutes were approved without dissent.

Proposer John Lawer, seconder John Welch

**CARRIED**

## **7.12 Matters arising**

The Master wished to thank retiring Court Members, Past Master Professor Michael Charles and Doug Wilkinson for their service to the Court. He also thanked the Court for their support during his tenure.

## **8.12 The Master's Report**

Appended hereto.

## **9.12 Hon. Clerk's report**

The Court was very active in 2011/2012. Meetings of the Court were held on:

June 1, 2011

August 3, 2011

December 7, 2011

March 14, 2012

April 4, 2012

A quorum was present at each meeting. Minutes have been approved for all meetings but the April 4 meeting.

The nominating committee, chaired by Past Master John Bishop, presented a slate of officers for 2012/2013 to the Court for their approval. The slate will be presented to the Annual General Meeting for discussion and ratification.

The affairs of the Honourable Company are in good order.

## **10.12 Treasurer's Report**

The Treasurer reported that the Company remains solvent but concern must be shown for the deficits in operations for 2011/2012. These cannot continue and the Court must prepare a budget that addressed the following financial issues.

- Revisit the level of Quarterage;
- Look at the Company's major expenses and look at potential reductions;

Consider changing the date of the AGM to the month of June to allow for the

better preparation and auditing of the Company's financials.

The Financial Reports of the Honourable Company of Freemen of the City of London of North America for the period April 2011 to March 31, 2012, previously presented to, and approved by the Court, be accepted and approved.

Proposer Ken Foxcroft, seconder Ashley Prime

**CARRIED**

## **11.12 Committee Reports**

### **1. Communications**

Norman Morris reported that due to financial constraints, in the past 12 months only one copy of Company Comments was produced. It is intended that in the next 12-month period we will be returning to our three issues a year schedule.

The major focus during this period was to produce "promotional pieces" to attract support for events. Six major pieces were sent out to members; Freeman Appeal, Trafalgar Day Dinner, Wine Tasting, Summer Evening Buffet, Pub Night with the BCCTC, the AGM, the 32nd Annual Gala Dinner and now going into production the Summer Afternoon Tea.

The Committee is also looking into the most cost effective method of producing future material.

### **2. Events**

John Bishop reported, 5 successful events were held during the year.

Since we reported last year payments for Events have been easier to collect the simplification of the registration and collection process. Once again we must report Events for The Honourable Company are regrettably not well supported by our members.

As many of our members know, our Events are designed to make a contribution to our very worthwhile Charity and this year our major event, the Wine Tasting, generated almost \$3,000.00 for our Charity Account, although less than 25% of those who attended were Company members!

The program was as follows.

May 4, 2011 - Annual General Meeting

May 6, 2011 - Annual Dinner at the National Club

June 14, 2011 - Meet the Court courtesy of Hugh Oddie.

August 21, 2011 - Buffet Dinner at Angus Glen Golf Club

October 27, 2011 - Wine Tasting Fund Raiser.

We hope members will enthusiastically support future events in larger numbers as these activities are designed to provide funding for both operating and charitable needs.

### **3. Membership**

Tom O'Carroll reported that during the 2011-2012 fiscal year we were delighted to welcome 6 new members to The Honourable Company. The total membership in The Honourable Company now stands at 103 and 13 life members.

At this time, we have 30 members who have not renewed their membership during 2011 with an additional member who has informed us he will not be renewing for 2012

As of May 1, 2011 the following charges were put into effect:

The applicable fees for the first year of joining is \$150.00, which includes the initiation fee of \$75.00 and the annual quarterage of \$75.00.

The annual quarterage is \$75.00.

We encourage members to become Freemen of the City of London which requires attendance at the Chamberlain's Court, Guild Hall. London for the Freedom Ceremony. The Freedom Ceremony is a very special occasion and may be attended by family and friends. During the 2011-2012 year 6 members have initiated applications to become Freemen of the City of London.

### **4. Charitable Trust**

John Bishop reported that the Company is now in the fourth year of a five year Agreement to fund one student (graduate or undergraduate) from Western University to attend courses at a university or college in The City of London.

To date, 3 students have been selected for the Award. David Cook, Peter de Voight and Christine Boykiw. David was a guest at our Annual Diner last year and addressed all present on his time in London. We understand Pete will be attending this year's dinner and will be recognised by the Master.

It will be remembered that due to delays in the first year of the five year Agreement with the University it was not possible for the University to nominate a recipient as all the formal documents pertaining to the Agreement had not been finally approved by the University.

Last year, The University received 10 applications for the scholarship. However, since there was no award in the first year of the five year Agreement the University proposed that two scholarships be awarded this year, with the proviso that the two successful candidates meet the required academic standard. The Trustees have agreed to this request.

Our Treasurer has informed the Trustees with the donations made through the year 2011 and the amounts raised as a results of our Events, the Trust has sufficient funds to extend the arrangement with WOU for at least another 4 years beyond the existing agreement. Plans are in hand for the Trustees to meet with the WOU to discuss a possible extension.

I would like to thank my fellow Trustees Michael Charles and Martin Walmsley for their help and advice throughout the year.

The Master called for the adoption of the reports which was seconded by Michael Charles.

## **CARRIED**

### **12.12 Enquiries by Members**

A member asked if the funds in the Charitable Trust should be invested in a more aggressive manner. The Treasurer cautioned that it was important to protect the capital in the account.

### **13.12 Approval of the actions by the Court during the year 2011/2012**

That the actions of the Court undertaken on behalf of the Company during the year ending March 31, 2012, as recorded in the minutes of its meetings and in the Annual Report be and the same are hereby ratified, confirmed and approved.

Proposed by Michael Green, seconded by Martin Walmsley      **CARRIED**

## **14.12 Election of Officers and members of the Court for the coming year 2012/2013**

The Nominating Committee consists of 3 past Masters, the most recent John Bishop, serving as Chair.

The slate for 2012/2013 is recommended as follows:

Master	Ken Foxcroft
Deputy Master	Frances Sommerville
Immediate Past Master	Michael Green
Honorary Clerk	Frances Sommerville
Treasurer	Roger McMillan
Wardens	John Bishop, Ishrani Jaikaran, Norman Morris, Ashley Prime, Neil Purcell, Tom O'Carroll, John Welch

All have agreed to serve.

Proposed John Bishop, seconder John Lawer **CARRIED**

## **15.12 New Business**

There was no new business.

## **16.12 Termination**

The meeting was terminated at 6:45 pm.

Proposer John Bishop, seconder Tom O'Carroll **CARRIED**

**Frances Sommerville**

**Hon. Secretary**



## Master's Report

Happy St George's Day

Welcome to the Honourable Company's 34<sup>th</sup> Annual General Meeting.

It is hard to believe that it is almost one year ago that you're Court and myself were invested by the Honourable David Wooten (now Sir David Wooten) Lord Mayor of London at our annual dinner at the National club on May 4th of 2012.

I am pleased to report that since that day your Company has made good progress largely due to a hardworking and dedicated Court. Tom O'Carroll Membership Chair has recruited 11 new members bringing our total membership up to 122 and that 11 of our members ventured to London to receive their Freedom of the City. Frances Sommerville your Company Clerk and has kept the Company's affairs in good order and John Welch our Events Chair provided us with four excellent events, The Annual Dinner in May last year, a meet the Court Night at the British Consul's residence, a wonderful fall train ride on the Credit Valley Explorer to witness the spectacular fall colours and a successful Whiskey Nosing evening again at the British Consul's residence. I as the past Honorary Treasurer was pleased to hand the Company's books of accounts over to Roger MacMillan our new Honorary Treasurer and I am satisfied that the Company's finances are in good hands.

Past master Michael Green has chaired the Company's Charitable Trust maintaining an excellent and strong relationship with Western University where our ongoing Scholarship fund has helped promising students to enhance their education experience in London England.

After serving for three years as warden of your Court, Ashley Prime is required by her Majesty's Government to return to London to continue his diplomatic career. Apart from being a valuable contributor to our Court meetings, Ashley has built strong ties for the Company with the British Consul's office in Toronto and the High Commissioner's office in Ottawa; this in part allows the Company to use the attractive British Consul's residence in Forrest Hill for some of the Company's key events.

We wish Ashley well with the continuance of his career in the British Diplomatic service. If agreed at this Annual General meeting Ashley has is willing to take on the important role of The Company's Clerk in London.

John Bishop continues to be a driving member of your Court using his long experience to turn his hands to the many important jobs that have to be done; life at the Court would be very difficult without John's long Company memory and willingness to take on many tasks that need doing. Neil Purcell has continued on as our London Liaison assisting 11 members to secure their Freedom of the City of London. Ishrani Jaikaran, a new warden of the Court provided sage advice from her past experience of the Royal Overseas League and is looking forward to taking on a more senior role within the Court next year. Norman Morris as your Communications Chair has kept us all advised of our events as they occurred and managed our crucial web site.

For myself, I have enjoyed the year as your Master and look forward to handing the reigns over to your new Master whose election you will be confirming this evening. I of Course look forward to working with your new court in the capacity of Past Master and Chair of the Charitable Trust.

## HONOURABLE CLERK'S REPORT

### MEETINGS OF THE COURT

The Court was very active in 2012/2013. Meetings of the Court were held on:

June 25, 2012

August 3, 2012

November 25, 2012

February 5, 2013

April 16, 2013

A quorum was present at each meeting. Minutes have been approved for all meetings but the April 16 meeting.

The nominating committee, chaired by Past Master Michael Green, presented a slate of officers for 2013/2014 to the Court for their approval. The slate will be presented to the Annual General Meeting for discussion and ratification.

The affairs of the Honourable Company are in good order.

Frances Sommerville

Honourable Clerk

## Honourable Treasurer's Report

Financial Report  
Year End March 31, 2013  
report for AGM  
The Honourable Company of Freemen of  
the City of London of North America

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1. The accounts were handed over to the new treasurer and a comprehensive review of those accounts was done showing a need to transit to a new accounting programme and that is being started effective for the new accounting period beginning April 1, 2013.
2. The Financials for the yearend have been reviewed and show the accounts in good standing due to successful events throughout the year.
3. The Charitable Trust is in good financial shape and a further donation will be made during the 2013 year to the University of Western Ontario.

Roger McMillan  
Honourable Treasurer.

## **Communications Report**

During this period only TWO Company Comments were produced. May 2012 & November 2012.

Due to the number of events, 11 promotional pieces were produced for the Web Page and for General Distribution to Members. These ranged from; Meet the Court, Victoria Day High Tea, Whiskey Tasting and the upcoming AGM & Annual Dinner.

Our Web Master produced all quickly and most efficiently.

Norman. P. J. Morris  
Communications Chair.

## Events Chair Report 2012/2013

During the previous fiscal year 4 events were held two of which were the annual Freeman's Dinner and Meet the Court. Appreciatively both these popular events continue to be well attended by members and their guests. We look forward to our members continuing participation and support in the coming year.

In September of 2012 members and guests supported by the BCCCT and the Royal Over-Seas League boarded the Credit Valley Explorer train for a luncheon excursion through the picturesque Forks of the Credit River Valley. Given the feed back from all participants the outing was deemed a great success.

In February members and guests attended a whisky tasting of the Macallan Distillery hosted by the British Consul General at his residence. The Scotch Ambassador from Macallan's treated the attendees to a broad and diversified selection of single malts that appealed to a cross section of individual tastes. The evening's activities were well received by all the participants.

A fifth event, an English Tea, was scheduled but regrettably was cancelled due to conflicts.

The events present the opportunity to raise funds for the charity and our commitment to the scholarship fund created at the University of Western Ontario enabling a student from any academic discipline to study for a year in London, UK. We thank all those members and guests who generously support this endeavour.

John Welch  
Events Chair

## **Membership Report**

The total membership in The Honourable Company now stands at 107 and 13 life members. Membership renewal numbers are awaited to confirm these figures.

We have three new members being presented to the court today and are awaiting the completion of applications for two additional individuals.

We encourage members to become Freemen of the City of London, which requires attendance at the Chamberlain's Court, Guild Hall, London for the Freedom Ceremony. The Freedom Ceremony is a very special occasion and may be attended by family and friends.

As of this time, we have three members submitting documentation in connection with the application process. Once verified, they will be submitted to Neil Purcell to take forward.

**Thomas J. O' Carroll**  
**Membership Chair**

## Charitable Trust Report

Master, members of the Court, Ladies and gentlemen, I am pleased to present the report of the Charity which continues to progress in a most exemplary manner. You have heard the report of the Hon. Treasurer that confirms our financial condition being healthy with adequate resources to meet our contractual commitments. In this regard I and my fellow trustees extend grateful thanks to all donors and recognize the contributions of the Events Co Chairs for their fund raising efforts over the past year. However I would nevertheless be remiss if I did not emphasize the importance of member efforts to inform potential donors and our new and existing membership of the need for additional financial contributions to ensure on-going growth in our charity account.

I am very pleased to inform you that our partnership with Western University has proven to be most successful over the past few years with a renewal of our commitment with the university last year to provide funding for another 4 years with an option for a 5<sup>th</sup> year subject to mutual agreement. Students who have and are receiving donation support for their studies in London UK all speak highly of their experiences. On that note it gives me great pleasure to introduce our guests from Western University. With us today are Dr Julie McMullin Vice Provost, International, Ms Carole Stinson, Executive Director, Development, Programs, Ms Veronica Stoiber, Director of Donor Relations & Stewardship and Ms Susan Rhuman Donor Relations and Stewardship.

I am pleased to invite Dr Julie McMullin to address our membership An Award winning researcher Julie McMullin will be speaking to us regarding the importance of internationalization at Western and how the support of The Freeman of the City of London Scholarship enhances the University's continuing priority of proving the "best student experience".

Michael J. Green  
Chair, The Charitable Trust



## Proposed Court for 2013-2014

Master	Frances Sommerville
Deputy Master	John Welch
Immediate Past Master	Ken Foxcroft
Treasurer	Roger McMillan
Clerk	John Welch

Wardens	Norman Morris
	Tom O'Carroll
	Ishrani Jaikaran
	John Bishop
	Michael Green
	Rebecca Bartlett-Jones**

Ray Gibson (Member Emeritus)

City and Guildhall Liaison	Neil Purcell
London Clerk	Ashley Prime

Charitable Trust	Ken Foxcroft
	Michael Green
	John Bishop

\*\* New Member