



**IAHTM 2023 Annual Member Meeting Minutes**  
**The OMNI King Edward – Toronto, Ontario**  
**Saturday, September 30, 2023, 7:35am EST**

**In attendance:** President, Brendan O'Neill; 1<sup>st</sup> Vice President Charles Berge, 2<sup>nd</sup> Vice Chris Hansen; Treasurer Rocco Romeo; Past President, Meredith Bowery; US Directors: Steve Johnson, Bill Moyer; Canadian Directors: Malcolm Pallos; Executive Director, Christy Carper; Member Delegates: Tyler Bishop, Antonio Casillas, Benjy Crenshaw, Sean Feeney, Becky Felker, Lumey Gamboa, Dave Haas, Gregg Hamilton, Ed McCauley, Bob Pfeifer, Leslie Phillips, Troy Snyder, Patrick T-Sabourin, Chris Walker

AGENDA TOPIC	DISCUSSION	ACTION TAKEN
<b>Call To Order and President's Welcome</b>		<b>7:45am EST</b>
<b>Conflict of Interest</b>	<b>Brendan O'Neill</b> , asked people to declare now or before discussion.	None at this time.
<b>Approval of the Agenda</b>	<b>Brendan O'Neill</b> asked if there were any additions or changes to the agenda for today's meeting.	<b>MOTION</b> <i>It was moved by Malcolm Pallos, seconded by Chris Hansen to approve the agenda as circulated.</i> <b>CARRIED</b>
<b>Minutes of the Last Meeting</b>	<b>Brendan O'Neill</b> asked for any amendments/changes to the September 10, 2022, annual meeting minutes.	<b>MOTION</b> <i>It was moved by Ed McCauley, seconded by Meredith Bowery, to accept the minutes from the annual member meeting on September 10, 2022.</i> <b>CARRIED</b>
<b>New Member</b>	<b>Brendan O'Neill</b> welcomed and introduced IAHTM's newest member, Nova Scotia Health Authority – Halifax. Brendan explained that part of the membership process was to have the full membership approve, so the laundry could become a full voting member. Sean Feeney was the delegate of the new laundry presented. The board approved the membership application on 6/12/23. Brendan	<b>MOTION</b> <i>It was moved by James Belliveau, seconded by Bill Moyer to approve Nova Scotia Health Authority- Central, as a full voting IAHTM member.</i> <b>CARRIED</b>

	asked for a motion to approve Nova Scotia Health Authority as a full voting member.	
<b>By-Laws</b>	<p><b>Brendan O'Neill discussed</b> the updated By-Laws distributed prior to the meeting. Brendan O'Neill stated that under a new legislation in Ontario, we were prompted to review our By-Laws and assure they were in compliance with that new legislation. Brendan O. stated that the board and IAHTM's legal counsel A.) carefully reviewed the By-Laws to make sure they captured who we are as an association and B.) to make sure we were compliant. Brendan O'Neill reviewed a update to the By-Laws centering around the language, providing clarity. An example of this was around the definition of member and delegate.</p> <p>Brendan O'Neill discussed the affect that COVID had on the terms of the board and that the voting was off track. The current slate will be presented, and he asked that 50% of that slate be extended for another year. Brendan discussed how important succession planning was to the association. Brendan stated that yesterday, at the in-person board meeting, the directors had to vote and approve a special resolution and new by-law which now had to be brought to the full membership to be able to go into effect.</p> <p>Confirmation of By-Law #1 – Be it resolved that 1.) By-Law #1 of the corporation is hear by repealed without prejudice to any actions heretofore taken thereunder; 2.) the number designating the by-law here by repealed may be allocated to any by-law hereafter enacted by the directors; 3.) By-law #1 in the form which has been presented to the directors is hereby enacted as a by-law of the corporation; and 4.) the president and secretary are hereby authorized and directed to sign the said By-Law as so enacted as evidence of the foregoing and to insert the same in the front portion of the minute book of the Corporation.</p>	<p><b>MOTION</b>  <i>It was moved by Meredith Bowery, seconded by Charles Berge to approve the special resolution of By-Law #1 as presented.</i>  <b>CARRIED</b></p>
<b>Slate of Officers</b>	<p>Brendan O'Neill presented the slate of officers.</p> <p>2. Be it resolved that all elected and re-elected directors of the</p>	<p><b>MOTION</b>  <i>It was moved by Patrick T-Sabourin, seconded by James Belliveau to approve the slate of officers as presented.</i></p>

	<p>Corporation will hold office for 1 year beginning on January 1, 2024, until the annual meeting of shareholders, or until the successors are duly elected or appointed whichever first occurs.</p> <ul style="list-style-type: none"><li>• Brendan O'Neill</li><li>• Charles Berge</li><li>• Chris Hansen</li><li>• Rocco Romeo</li><li>• Bill Moyer</li><li>• Steve Johnson</li><li>• Malcolm Pallos</li><li>• Meredith Bowery</li><li>• Lumey Gamboa</li></ul>	<p><b><i>CARRIED</i></b></p>
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<p><b>Treasurer's Report</b></p>	<p><b>Rocco Romeo</b> reviewed and answered questions pertaining to the audited financial statements ending 12/31/22. Year-end IAHTM had \$573,000.00 in the bank account. This figure is up \$120,000 from the previous year. Rocco R. then review that income statement and discussed the increase in the revenue due to the new rebate program. There was an excess over expenses of \$220,000. Discussion followed as to how this money would be used when following IAHTM's strategic plan. Rocco R. then showed a comparison of revenue from the past few years. It was discussed how very important it was to support our vendor partners and to protect our revenue stream if we want to survive as an association. Year to date Financials were reviewed. As of 8/31/23 there is \$636,000.00 in the bank, with accounts receivable at \$264,390.00 putting us at about \$900,000. Rocco R. stated that the cost of the conference will offset that but that we are sitting in a healthy financial position. Discussion followed.</p> <p><b>Governance</b> Brendan O' Neill read Resolution #1</p> <p>Be it resolved that the audited financial statements for the year ended December 31, 2022 be accepted.</p> <p>Meredith Bowery read Resolution #3</p> <p>Be it resolved that KPMG LLP Chartered Accounts be appointed auditors of the Corporation for the year ending December 31, 2023, the fee as negotiated with management on such terms as may be approved by the Board of Directors.</p>	<p><b>MOTION</b> <i>It was moved by Chris Hansen, seconded by Patrick T. Sabourin to accept and approve the audited financial statements as presented year ending 12/31/22, as presented.</i> <b>CARRIED</b></p> <p><b>MOTION</b> <i>It was moved by Ed McCauley, seconded by Leslie Phillips to remain with our accountants KPMG for the year ending 12/31/23.</i> <b>CARRIED</b></p>
<p><b>Governance</b></p>	<p><b>Brendan O'Neill</b>, read Resolution #4.</p> <p>Be it resolved that all acts, proceedings, contracts, special By-Laws, resolutions, appointments, elections and payments enacted, made, done and taken by the</p>	<p><b>MOTION</b> <i>It was moved by Tyler Bishop, seconded by Charles Berge, to approve Resolution #4 as read and presented.</i></p>

	<p>directors of officers of the Corporation since the last shareholder resolution of this nature was passed, as recorded in the books and records of the Corporation be and the same are hereby approved, ratified and confirmed.</p>	<b>CARRIED</b>
<b>Committee Update</b>	<p><b>Brendan O'Neill</b> called up chairs for committee updates:</p> <p><b>Charles Berge</b> from Membership and Marketing updated the group and spoke about the added value it was to have our rebate program partners on the committee. They are “boots on the ground” able to identify potential members. Charles Berge spoke about the importance of getting our current membership involved and getting at least 25 laundries to each annual conference. Charles B. spoke of the benefits of bringing on a videographer and photographer to the conference in implementing our marketing initiative. Brendan O'Neill spoke briefly about the new playbooks developed by the Organic Growth Committee, and how they will be great marketing tools for IAHTM. Having these on the website for the use of the membership and the industry as a whole will be new and exciting for IAHTM. Brendan stated that the playbooks would be presented later in Toronto.</p> <p><b>Chris Hansen</b> gave an update on the Purchasing Committee and talked about the importance of giving each partner a chance to be heard at the meetings and outside the meetings. Stated we needed to support those who support us.</p> <p>Brendan O'Neill spoke about the Snack Chat sessions and how important these are to our vendors.</p> <p>Strategic Planning and Organic Growth Committees will be discussed later in the morning.</p>	
<b>Upcoming Conferences</b>	<p><b>Brendan O'Neill</b> discussed the dates for the upcoming conferences.</p> <ul style="list-style-type: none"> <li>• 2024 Annual Education Conference – Palm Springs – Host, Ed McCauley</li> </ul>	

	<ul style="list-style-type: none"> <li>• Texcare Tour – November 2024, which will be introduced and discussed later in the morning's sessions</li> <li>• Ft. Worth – 2025 Annual Education Conference</li> </ul> <p>Brendan also spoke about the Omni multi-contract/multiyear deals and how we received benefits making it worth booking with them for these upcoming conferences.</p>	
<b>Open Mic</b>	Brendan O'Neill opened up the mic to the IAHTM members. Charles Berge explained the rebate program to membership in further detail. Discussion followed around RFP's and giving the vendors a chance even if you won't currently buy from them. Chris Hansen asked where the year's excess balance in the bank goes and can it be put int a high yield CD. It was then stated that we have to be careful as we are a not-for-profit association.	
<b>Adjournment</b>	The meeting adjourned at 8:40am EST	<p><b><i>Motion</i></b>  <i>It was moved by Charles Berge, seconded by Ed McCauley to adjourn the 2023 AGM.</i>  <b>CARRIED</b></p>