



Date: April 18, 2026

Time: 14:00 - 16:00

Location: Nepean Sailing Club, Harbourview Room

Minutes: Linda Cunningham

Minutes for Annual General Meeting **National Capital Able Sail Association (NCASA)**

Notification for the NCASA 2025 Annual General Meeting was advertised on March 16th, 2026 (Email Distribution List, NCASA Website), which included the proposed amendment to Bylaw Section 2.1 (Eligibility & Membership). A second notice was posted via email and on the Facebook Group on April 10th, 2026.

The following addendums are included:

- Addendum A - [NCASA 2025 Financial Statements](#)
- Addendum B - [NCASA Presidents Report 2025](#)
- Addendum C - [NCASA Bylaw Amendment](#)

1. Call to Order

President Doug O'Keefe called the meeting to order. Eleven members and seventeen proxies were deemed a quorum.

2. Approval of Records

- The Agenda was approved as circulated, (Moved Brian Peckover, Seconded Beth McLeod)
- 2025 AGM Minutes were circulated in paper and digital form, with the following error and/or omission noted:

PAGE 2, PARAGRAPH 3 SENTENCE 1 states "Attending member Dave Gardner explained to the membership that the National Capital Able Sail Association (NCASA) functions as a charity, providing funding to ~~the Nepean Sailing Club~~ Able Sail Programs in the National Capital region" "If there are no additional corrections, the minutes stand approved".

Motion to accept adapted 2025 AGM statement moved by Beth McLeod, Seconded by Brian Peckover.

3. Reports and Essential Business

- **Officer Reports:** The President/Treasurer report were presented together by Doug O'Keefe, with the absence and resignation of John Brooks (Treasurer). Discussion surrounded the focus of the work over the past year with relation to updating the Mission Statement, Donors Corner on the Website and solidifying the George Simpson Legacy Fund. Doug O'Keefe explained the transition from City of Ottawa funding to our present passive charitable status. We remain a charity in good standing, thanks to the work of the Executive Committee and have secured Board of Directors Insurance, which will cover all active and appointed Board Members moving forward.

The Presidents & Financial reports were approved as received and filed (Move, Roger Barker, Seconded, Brian Peckover)

- **Elections for Vacant Positions : President - Treasurer - Secretary**

PRESIDENT: Due to the resignation of President Doug O'Keefe, the position of President was open. Beth McLeod nominated Linda Cunningham as President, with no other nominations received. The Chair declared the position of President was accepted by acclamation, which was accepted if a Past President (ex-officio /non voting) position was added for the support of this transition. This was approved and by all present.

TREASURER: With the recent resignation of John Brooks on April 1st, 2026, the position of Treasurer remained open, with no floor nominations received. The Board will address this vacancy, even considering the appointment an exofficio/non-voting member.

SECRETARY: With the movement from Secretary to President, the position of Secretary will remain open. No nominations were received, the Board of Directors will appoint a rotating Secretary until a formal appointment is made.

Confirmed returning Directors at large - Rachid Merzoug, Brian Morrenton, Ian Campbell

4. General Business and Closing

- **Unfinished Business:** The Mission Statement was reviewed as received and it was agreed to comply with consistent vocabulary ADAPTIVE vs ABLE sail, Discussion occurred regarding the role of “Fostering” able sail and the Board of Directors was encouraged to reach out to the other 4 member Clubs for support on the Board of Directors and associated fundraisers.
- **New Business:**
 - a) Bylaw Amendment 2.1 was presented, discussed and Motion (Tom Wilson, Seconded by Roger Barker)

5. Announcements & Adjournment:

- a) Announcements: Notice to membership to attend and support Adapt Expo, May 9th from 10-3 at Carleton University Ravens Nest.
- b) Motion to Adjourn at 3:45pm. Moved by Brian Peckover, seconded by John M

AMENDMENT to NCASA BYLAWS

<u>Timeline Completed</u>	<u>Action</u>
30 Days before AGM (Mar 18/26)	Proponent submits written amendment to the Board
14 Days before AGM (April 4/26)	Board of Directors sends proposal to membership
At AGM (April 18/26)	Membership debates and voted on amendment

PRESENT BYLAW (prepared March 1998) STATES:

Section 2.1 Eligibility & Membership

“The membership shall consist of the applicants for the incorporation of the Corporation and such other individuals and such corporations, partnerships and other legal entities as are admitted as by the board of Directors, provided that **at least 2/3’s of the membership is comprised of individual members with disabilities.”**

Interpretation/Rationelle:

*While the Board is responsible for admitting new members, they must ensure that as they do so, the total "member pool" stays at or above that **66.7%** mark for individuals with disabilities. While this specific clause doesn't dictate the Board's makeup, there is often a "trickle-up" effect. Since the membership elects the Board, having a membership dominated by people with disabilities usually ensures the Board reflects those same values and lived experiences.*

PROPOSED BYLAW AMENDMENT

Amend Article [2], Section [2.1] of the bylaws by striking 2 / 3 ‘s and **inserting 1/ 3 of the membership** is comprised of individual members with disabilities.