MINUTES of a meeting of the Members of Canadian Statistical Sciences Institute (the “Corporation”) held at McGill University, on May 25, 2019.

PRESENT: See Schedule A

being a quorum of the Members of the Corporation.

PRESENT BY INVITATION: See Schedule A

1. The meeting was called to order at 14:06 by Wesley Yung and Angela Plagemann acted as Secretary of the meeting.

On motion duly made by J.C. Loredo-Osti, seconded by Sunny Wang and unanimously carried, it was RESOLVED THAT the agenda be approved.

7. A quorum of the Members being present, the meeting was declared to be regularly constituted.

4. On motion duly made by J.C. Loredo-Osti, seconded by Serge Provost and unanimously carried, it was RESOLVED THAT the minutes from the June 2, 2018 Annual General Meeting be approved.

5. Amendment to By-law No. 1. Nancy Reid explained the proposed amendment to By-Law No. 1.

On motion duly made by Nancy Reid, seconded by John Braun and unanimously carried, it was RESOLVED THAT the changes to By-law No. 1 of the Corporation, relating generally to the transaction of the business and affairs of the Corporation, enacted by the directors on May 24, 2019 are confirmed.

6. Election of Directors. The Chair advised the Members that the terms of the directors of the Corporation are three years in length and can be renewed once. Nancy Reid reviewed the Governance Committee’s report regarding the Board nominations.

On motion duly made by Nancy Reid, seconded by John Braun and unanimously carried, it was RESOLVED THAT the following persons are elected directors of the Corporation, to hold office for the term set out beside their names, in compliance with By-law No. 1 of the Corporation:

<table>
<thead>
<tr>
<th>Name</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>Valérie Bécaert, Element AI, QC</td>
<td>July 1, 2019 – June 30, 2022</td>
</tr>
<tr>
<td>Donald Estep, Simon Fraser University, BC</td>
<td>July 1, 2019 – June 30, 2022</td>
</tr>
<tr>
<td>Name</td>
<td>Term</td>
</tr>
<tr>
<td>----------------------------------</td>
<td>-------------------------------</td>
</tr>
<tr>
<td>Arvind Gupta, University of Toronto, ON (2nd term)</td>
<td>July 1, 2019 – June 30, 2022</td>
</tr>
<tr>
<td>Paul Kovacs, Western University, ON (2nd term)</td>
<td>July 1, 2019 – June 30, 2022</td>
</tr>
<tr>
<td>Adrian Levy, Dalhousie University, NS (2nd term)</td>
<td>July 1, 2019 – June 30, 2022</td>
</tr>
<tr>
<td>Lisa Lix, University of Manitoba, MB</td>
<td>July 1, 2019 – June 30, 2022</td>
</tr>
<tr>
<td>Laxmi Sushama, McGill University, QC</td>
<td>July 1, 2019 – June 30, 2022</td>
</tr>
</tbody>
</table>

7. **Appointment of the Public Accountant.** Being a new corporation, CANSSI Inc. has not previously appointed a public accountant. The requirements of the Canada Not for Profit Corporation Act and the process for appointing a public accountant were discussed.

On motion duly made by Nancy Reid, seconded by Karen Buro and unanimously carried, it was RESOLVED THAT the Members will not appoint a public accountant at this annual meeting.

On motion duly made by Nancy Reid, seconded by Karen Buro and unanimously carried, it was RESOLVED THAT the Members empower the Board of Directors to appoint a public accountant to hold office until the close of the next Annual General Meeting.


On motion duly made by Nancy Reid, seconded by Sunny Wang and unanimously carried, it was RESOLVED THAT the CANSSI, Inc. Financial Statement for 2018-2019 is approved.

9. **Review of finances and budget for all CANSSI funds.** Nancy Reid reviewed the financial statements and explained the differences between CANSSI, Inc. funds and the other CANSSI funds. The budget for 2019-2020 was also reviewed.

On motion duly made by Nancy Reid, seconded by Mohammad Jafari-Jozani and unanimously carried, it was RESOLVED THAT the full Financial Statement for 2018-2019 is approved.

10. **Director’s Report.** Nancy Reid reported that:

    - Since the last Annual General Meeting, CANSSI has supported 38 graduate students and 7 postdoctoral fellows.
    - CANSSI received 5 letters of intent for new Collaborative Research Team projects.
    - CANSSI has signed an MOU with the Alan Turing Institute in the UK and is starting this collaboration with a joint workshop.
    - CANSSI has also signed an MOU with SAMSI in the US. CANSSI and SAMSI are supporting a joint postdoctoral fellow. The submission from CANSSI and SAMSI
for a workshop at the Banff International Research Station was successful; a 5-day workshop on computational advertising will be held there in April 2020.

- The Health Science Committee has sent briefs to CIHR to encourage them to collaborate with CANSSI. There are currently 11 CANSSI Health Science Collaborating Centres. CANSSI is also reaching out to SSHRC.

- At the SSC Meetings this year, CANSSI is sponsoring several sessions: on Monday, there will be a session on the Rocky Mountain and Atlantic collaborations in the health sciences; on Tuesday, there will be a showcase of student research from the CANSSI CRT “Joint Analysis of Neuroimaging Data: High-Dimensional Problems, Spatiotemporal Models and Computation”; a showcase of CANSSI postdoctoral fellows will also take place on Tuesday.

- CANSSI is actively positioning itself in the data sciences. The Data Science Committee will begin work on new initiatives in the coming year. A collaborative agreement with the MacData Institute at McMaster University is almost complete.

11. Summary of Discussions at the CANSSI Board Meeting. Nancy Reid reported that:

- Our new Regional Centre, CANSSI Québec is at Concordia University. Yogendra Chaubey is the Regional Director there.

- CANSSI Ontario will begin at the University of Toronto on July 1. There is currently a search underway for an interim Regional Director. CANSSI Ontario will be an EDU-C within the University of Toronto, called CANSSI Ontario at U of T. This is very advantageous to CANSSI in terms of resources, because the University of Toronto is providing substantial support to the EDU-C. The disadvantage is that we give up some autonomy; in particular U of T appoints the Director of the EDU-C, and if CANSSI does not approve the appointment of the same person as Regional Director of CANSSI Ontario our collaboration agreement is nullified. We don’t expect this to be the case, of course, and CANSSI will have a member on the U of T search committee.

- CANSSI is working with the University of Manitoba and Dalhousie University to create regional centres there.

12. Other Business.

On motion duly made by J.C. Loredo-Osti, seconded by Cody Hyndman and enthusiastically and unanimously carried, it was RESOLVED THAT the Members express their sincere thanks to Nancy Reid for her leadership setting CANSSI on a solid path to continued growth, during her term as the Director.

There being no further business, the meeting then adjourned at 15:54.
Schedule A
Canadian Statistical Sciences Institute
Annual General Meeting, May 25, 2019

Meeting Chair

Wesley Yung, CANSSI Chair of the Board of Directors

Members Present

Concordia University – Cody Hyndman
MacEwan University – Karen Buro
Memorial University of Newfoundland – J.C. Loredo-Osti
Simon Fraser University – Don Estep
University of British Columbia – Okanagan – John Braun
University of Calgary – Xuewen Lu
University of Manitoba – Mohammad Jafari-Jozani
University of New Brunswick – Jeffrey Picka
University of Toronto – Don Fraser
University of Winnipeg – Shakhawat Hossain
Western University – Serge Provost
Wilfrid Laurier University – Sunny Wang
CANSSI Board and Director – Nancy Reid

Guests Present

Jennifer Lee, NSERC
Michelle Payne, NSERC

Recording Secretary

Angela Plagemann, CANSSI
Report of the CANSSI Board Nominating Committee

CANSSI Inc.’s By-Law No. 1 section 5.3 states:

*The Directors shall be elected by the Members at each annual Meeting of Members at which an election of directors is required. Subject to Section 5.4 below, each Director shall be elected to hold office until the third annual meeting after such Director is elected, at which time, each such Director shall retire as a Director, but, if qualified, shall be eligible for re-election. No Director may be elected for more than two consecutive terms, unless a minimum of 12 months has elapsed since the expiry of that individual’s last term. If an election of directors is not held at the proper time, the incumbent directors shall continue in office until their successors are elected.*

The Board Nominating Committee (BNC) identified nominees for 6 vacancies on the Board.

At the first meeting Nancy Reid left the meeting while the remaining members discussed whether or not to nominate her for a second term on the Board, for which she is eligible under the operating policies. At the second meeting she was informed that the committee would like to nominate her to stand for election, and she agreed to serve for a three-year term if elected.

The following five individuals were approached to be candidates for positions on the Board. All agreed to serve on the Board for a three-year term if elected.

- **Tim Hesterberg**, Senior Statistician, Google (Seattle)
- Eric Rancourt, Director-General, Modern Statistical Methods and Data Science, Statistics Canada (Ottawa)
- **Xuebin Zhang**, Senior Research Scientist, Environment and Climate Change Canada (Toronto)
- **Shili Lin**, Professor, Department of Statistics, Ohio State University (US)
- **Karen Kopciuk**, Research Scientist, Alberta Health Services and Associate Professor, University of Calgary (Calgary)

Respectfully submitted on behalf of the Board Nominating Committee.

Nancy Reid (Chair)
Laxmi Sushama
Donald Estep
Wesley Yung
John Braun
(observer)
Nancy Heckman
(observer)
# CANSSI Inc.
## Balance Sheet
### As at March 31, 2020

### ASSET
#### Current Assets
- Chequing University of Toronto: 221,161
- Accounts Receivable: 23,725
- Prepaid Expenses: 291
- **Total Current Assets:** 245,177

#### Non-Current Assets
- Incorporation Cost: 8,773
- **Total Non-Current Assets:** 8,773

**TOTAL ASSET:** 253,950

### LIABILITY
#### Current Liabilities
- Accounts Payable: 24,615
- **Total Current Liabilities:** 24,615

**TOTAL LIABILITY:** 24,615

### EQUITY
#### Retained Earnings
- Retained Earnings - Previous Year: 203,040
- Current Earnings: 26,295
- **Total Retained Earnings:** 229,335

**TOTAL EQUITY:** 229,335

**LIABILITIES AND EQUITY:** 253,950

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CANSSI Annual General Meeting, June 18, 2020

Attachment C
CANSSI Inc.
Income Statement
For the year ended March 31, 2020

REVENUE

Institutional Memberships 125,500
Simon Fraser University 87,686
Sponsorship Revenue 2,000

TOTAL REVENUE 215,186

EXPENSE

Scientific
Salaries 25,210
CANSSI National Case Study Competition 14,212
DataFest 2,500
Data Science Bootcamp 4,680
DHSI 3,059
Distinguished Visitors Program 1,909
Postdoctoral Fellowships 14,583
SAMSI undergraduate workshops 2,707
SSC 1,281
SSC CANSSI Activities 1,519

Total Scientific Expenses 71,659

General & Administrative Expenses
Advisory Director - course buy out 10,000
Board Hospitality & Travel 9,937
Communication & Promotions 5,856
Deputy Director - course buy out 10,000
Director’s Expenses 2,156
Financial Administration 37,506
Legal 1,667
Operating 7,928
Strategy Committee Meetings 32,181

Total General & Admin. Expenses 117,232

TOTAL EXPENSE 188,891

NET INCOME 26,295