



April 2022

Dear Association Officer,

**RE: 2022/2023 TERM
NOTICE REGARDING APPOINTMENT OF REPRESENTATIVE TO
THE CANADIAN NATIONAL EXHIBITION ASSOCIATION (CNEA) MEMBERSHIP**

The Canadian National Exhibition Association (CNEA) is a not-for-profit organization that was founded in 1879 for the purpose of fostering the development of agriculture, industry and the arts. The CNEA has a long history of planning and executing the 18-day Canadian National Exhibition, often referred to as The Ex, and is one of the top ten agricultural fairs in North America attracting approximately 1.5 million visitors annually. More information has been included in the enclosure. We are pleased that after 2 years, the CNE is planning to return in 2022!

Your organization is a member organization of the CNEA and is eligible to appoint / re-appoint a member representative (“Appointee”) to the CNE Association for the upcoming new term.

As you know the EX fair events were cancelled due to the pandemic for the last 2 years, in 2020 and 2021 and as you may know, the CNEA held virtual webinar Annual Meetings during those years.

Given the cancellation of the last 2 years of Ex events, your previous appointee has not had an opportunity to experience the Ex event, nor meet and gather with the Association in-person, we would welcome you to consider re-appointing the same appointee for the coming term (May 27 2022 – Spring 2023, date determined by the Annual Meeting in 2023).

This year the CNEA will hold its Annual Meeting on May 27, 2022. Therefore, you now have another opportunity window to appoint / reappoint your representative. As always, at any time that is convenient to your organization, you may change your Appointee to meet with your organization’s needs and timelines. That being said, should your appointee be at another point in the term, they will not be eligible to be elected to the CNEA Board of Directors (unless a vacancy arises).

For those organizations who have may have already appointed their Member to the CNE Association, please disregard this communication.

Please find the appointment process instructions below for various scenarios that may apply to your organization and appointee.

Appointment Process

Re-appointing / Returning your current member representative – can be communicated by email

In the event that your organization will be re-appointing your current appointee, **an email communication to the CNEA is sufficient** with key contact information confirming the name of the returning appointee to **CNEA@theex.com**

New Appointees to Represent Your Organization – Appointment Form Enclosed

If you are nominating a new individual as your Appointee, we ask that you complete the enclosed one-page form. The nominee is asked to consent to the appointment, acknowledge and agree to support the CNEA mandate and vision and authorize the release of their contact information by signing the 'Authorization, Consent and Acknowledgement' section of the form.

For new appointees, we request that you share a short background about the person (such as a bio or C.V.) to accompany the form so we can get to know you better.

This term will commence on the date of the Annual Meeting Friday, May 27, 2022. The term will continue until the spring Annual Meeting in 2023. Please share these dates with your organization Appointee.

The appointment authorization must be signed by an officer of your association and not the appointee. If the officer of your association and the representative are the same person, please ensure another officer or executive from your association signs the authorization.

Please have the 'Notice of Appointment' form authorized by the proper authority, signed by the member, and returned to my attention prior to the Annual Meeting. **Should your appointee wish to consider running for (or seeking re-election) to the CNEA Board of Directors, paperwork should be submitted by Friday May 13th.***

No Appointment for This Term / Year – can be communicated by email

If your organization has decided to not appoint any representative at this time to the CNE Association membership, kindly send an email confirming that no appointment will be made.

As always, your organization can change your Appointee or, if there is a vacancy, make the appointment at any time. However, the Board of Directors is elected at the Annual Meeting and therefore your appointee will not be eligible until the next Annual Meeting.

We thank you for your continued support of the CNEA and the participation of your Member Appointee over the last term. We look forward to continuing to engage with your organization and your Member Appointee.

2022 Annual Meeting

Please note that the **Annual Meeting** of the Canadian National Exhibition Association (CNEA) has been scheduled for:

- **Date:** **Friday, May 27, 2022**
- **Time:** **10:30 am – 2 pm**
(approximate timeline, formal invitation to be sent to all member appointees)
- **Format:** **In-person** Meeting – details to be sent to the appointee once confirmed by the organization
Note – all public health policies will be in effect. Masks, hand sanitizer stations and distancing will be available at the event venue.

This term will commence on the date of the Annual Meeting Friday May 27, 2022. The term will continue until the spring Annual Meeting in 2023. **Please share these dates with your organization Appointee.**

In preparation for the Annual Meeting, please either complete the attached form or as explained above, send a communication by email to CNEA@theex.com

Do not hesitate to be in touch should you have any questions, sfink@theex.com / 416-263-5201.

Let's go to the Ex in 2022!

Sarah Fink
Manager, Corporate Secretariat Services & Government Relations

Enclosures:

- Further Information about the CNE Association
- Notice of Appointment Form – to be completed for (only) new appointees to represent your organization

*Elections to the Board are only applicable for Section 2, 3 and 4. Section 1/Municipal section appointees to the CNEA Board are set in the CNEA Act and appointed by City of Toronto Council.