

Wiklow News

WIKLOW CORPORATE SERVICES INC. - EXPERIENCE & EXPERTISE

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BOARD PORTALS

Achieving better compliance may be the biggest advantage.

Ever changing regulatory compliance, reporting demands and timely disclosure requirements are all necessary costs of doing business as a publicly traded company. Much of the day to day business revolves around financial disclosure, news dissemination, shareholder communications, mandated public filings and corporate governance.

“A board portal is a cornerstone for effective corporate governance and improved communication with your board members.”

Organizing and maintaining all of this documentation can be an onerous task. One cost effective measure to manage these ongoing requirements is a board portal. The board portal is a secure hub with superior encryption where information is uploaded, downloaded, discussed and reviewed.

A board portal is a platform that allows directors, officers, legal counsel, auditors, investor relations personnel or anyone authorized by the company, to access board documents in a secure manner - especially the minute book. A board portal is a cornerstone for effective corporate governance and improved communication with your board members.

A board portal serves as both a historical and current resource for corporations. The portal negates the cumbersome, time consuming and costly need for the retention of hard copies of many documents. Portals enable risk mitigation, security, compliance, good governance practices and seamless communication that paper and/or emails cannot provide. Email communications are especially cumbersome as multiple versions of a document can be circulated. With a board portal, there is only one version of the document. Information is always current and the company retains management and

control of the documents. Another important function that a board portal can serve is as a due diligence library.

Board Meetings

A portal can provide each board member with a virtual board binder for use at board and committee meetings. The portal allows each board and/or committee member to access any given meeting's agenda and material and to seamlessly refer to any other related historical document.

The virtual board packages moves the board and committee meetings online. All the necessary information is in one central location. Board portals can cut down on travel, eliminate mailing and delivery hassles and make board materials easier to access.

We can make your company's transition to virtual record keeping seamless. We can economically and efficiently tailor a portal system that will organize and simplify

your company's compliance and disclosure documentation.



Upcoming Filing Deadlines

Non-Venture Issuers	
YE - Jul 31	Oct 29
Q1 - Aug 31 (May Year End)	Oct 15
Q2 - Aug 31 (Feb. Year End)	
Q3 - Aug 31 (Nov. Year End)	

Venture Issuers	
YE - Jun 30	Oct 28
Q1 - Aug 31 (May Year End)	Oct 30
Q2 - Aug 31 (Feb. Year End)	
Q3 - Aug 31 (Nov. Year End)	



WIKLOW
proactive corporate services



DISCLOSURE MANAGEMENT

Customized Corporate Calendars

Calendars are essential to the success of your continuous disclosure practices. We monitor each company's regulatory filing deadlines in respect of its particular year end and exchange listing requirements. Your company's corporate calendar will be completely customizable to include mandated deadlines, such as financial reporting and shareholder meetings, as well as board and committee meetings and black-out periods, and can include internal administrative target dates to ensure timely completion of reporting documentation.

TSX Corporate Manual Amendment – Majority Voting Requirements

Each director of a TSX listed company must be elected by a majority of votes cast in respect of his or her election. Companies with fiscal years ending on or after June 30, 2014 must comply at their first annual meeting thereafter. A company must adopt a majority voting policy which must be disclosed in its annual meeting material. A nominated

"A nominated director must immediately tender his resignation to the board of directors if he or she is not elected by at least a majority of 50%+1 of the voting shareholders."

director must immediately tender his or her resignation to the board of directors if he or she is not elected by at least a majority of 50% +1 of the voting shareholders. The company must issue news release disclosing the detailed voting results of the election of each director. A resignation will

be effective when accepted which must be within 90 days of the annual meeting. If the resignation is or is not accepted a news release must be issued fully stating the reasons.

Economical, efficient and effective corporate compliance services that include:

- Corporate Secretarial
- Recording Secretary
- Customized corporate compliance calendar
- Stock option and warrant administration
- Annual and special shareholder meetings
- Board Portals
- TSX / TSX.V / CSE filing applications

ONE STOP FILING SERVICES:

- News Release Dissemination
- SEDAR Filings
- SEDI Filings
- EDGAR Filings
- TSX SecureFile
- TSX-V Forms
- OTCIQ

Donna M. Moroney – President
Phone: 604-696-4236
Email: dmoroney@wiklow.com

Colin Moroney – Vice-President
Phone: 604-696-4235
Email: colin@wiklow.com

Margo Peters – Associate
Phone: 604.696.4232
Email: margo@wiklow.com

