

## 63<sup>RD</sup> ANNUAL GENERAL MEMBERSHIP MEETING (DRAFT) MINUTES

Date: Tuesday, June 18, 2024, 6:30 pm  
 Location: Ciociaro Club of Windsor Inc., 3745 North Talbot Road, Oldcastle, Ontario  
 Attendance: 125 including members, friends and guests

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- The e-yearbook featuring milestone recipients for 2023/24 was played on a loop from 6:30 – 7:00 pm

### 1. Welcome to members and guests

- Sue Desjarlais, President welcomed everyone to the 63<sup>rd</sup> Annual General Meeting – the first in person AGM since 2019 - and called the meeting to order at 7:00 pm.
- The agenda and supporting documents were emailed to registrants and posted on the agency's website prior to the AGM. Copies were available for sharing at each table.
- The voting rules for the Annual General Meeting were reviewed.
- A quorum was confirmed for the meeting.

### 2. Land Acknowledgement

- Sharon O'Hagan-Wong, Director, read the Land Acknowledgement.

### 3. A Year in Review / Celebration

- Sue introduced the year in review slide show and the In Memoriam tribute.

### 4. Approval of Agenda

- Sue reviewed the agenda and asked for a motion to approve.

**AGM6301      Moved by Diane Bourbeau, seconded by Michelle Mastellotto**  
**That the agenda be accepted as written.      Carried**

### 5. Introductions and Official Greetings

- Sue introduced the 2023/24 Board of Directors sharing regrets from Chad Sutherland, 1<sup>st</sup> Vice President, unable to join this evening.
- The following people shared greetings and were thanked for their continuing support:
  - Warden Hilda MacDonald on behalf of all Essex County Mayors
  - Nadine Crumb, Program Supervisor, MCCSS
  - Dr. Robert Walsh, CEO, OASIS (written greetings, read by S. Desjarlais)
  - Chris Beesley, CEO, Community Living Ontario (written greetings, read by S. Desjarlais)
  - Marilyn Godard, Family Consultant, Ensemble
  - Brianne Taggart, President, New Day

### 6. Approval of Annual General Membership Meeting Minutes

**AGM6302      Moved by Gillian Heisz, seconded by Ron Giofu**  
**That the 62<sup>nd</sup> Annual General Meeting minutes of June 21, 2023 be approved as written.      Carried**

### 7. Report on the Audited Financial Statements, ending March 31, 2024

- presented by Gillian Heisz Treasurer
- the Treasurer's Report and audited financial statements were reviewed

**AGM6303      Moved by Diane Bourbeau, seconded by Sharon O'Hagan-Wong  
That the audited Financial Statements for the year ended March 31, 2024 be  
approved as presented.      Carried**

**8. Appointment of Auditor for 2024/2025**

- Presented by Sue

**AGM6304      Moved by Gillian Heisz, seconded by Ian Phillips  
That the firm of BDO Canada LLP be appointed as the Agency's auditors for  
2024/2025.      Carried**

**9. Nominations and Elections of the Board of Directors for 2024/2025**

- presented by Robert Tomek, Past President and Chair of the Nominating Committee.
- In accordance with the current By-Laws, a committee consisting of two Board Members and three Agency members met twice to bring forward names for nomination to the Board of Directors. The Nominating Committee was comprised of Robert Tomek (Chair), Franca Bonanno, Audrey Bajic, Brianne Taggart, Dan Gemus, Karen Bolger (Secretary to the Board), and Linda Hurst (Executive Assistant) as staff resource.
- A notice was sent to all members in March, 2024 requesting nominations to the Board of Directors.
- The Nominating Committee confirmed the following list of nominees: Diane Bourbeau, Sue Desjarlais, Sharon O'Hagan-Wong, Ian Phillips, Ray Renaud, Chad Sutherland
- A notice was sent to all members with the list of nominees and their biographies. The Nominating Committee report was also provided to participants in advance of the AGM.

**AGM6305      Moved by Robert Tomek, seconded by Michelle Mastellotto  
That the slate of nominees for the Board of Directors, as presented by the  
Nominating Committee, be accepted to the Board of Directors for 2024/2025.  
Carried**

- Congratulations were extended to the Board of Directors for 2024/2025
- At this time all Board Members left the room to elect the Executive for the 2024/2025 year.

**10. Approval of Activities of the Board over the Past Year - The Annual Report**

- presented by Karen Bolger, Executive Director
- highlights and accomplishments from the past year were show cased.
- Board members were welcomed back.

**AGM6306      Moved by Michelle Mastellotto, seconded by Ron Giofu  
That all contracts, bylaws, proceedings, appointments, elections and payments  
and acts made, done and taken by the Directors and Officers of the Agency  
since the last annual meeting of the members be and the same are hereby  
approved, ratified and confirmed.      Carried**

- Thanks were extended to Karen.

**11. Induction of Members to the Board of Directors**

- Aaron Marcotte, legal counsel with the firm Bartlet & Richardes, was introduced and performed the induction ceremony of the Board of Directors. Aaron has taken over for Gerry Trottier, who retired last year.
- the Board of Directors is pleased to confirm the following Executive Committee and Members of the Board. Board members were called forward.
  - Sue Desjarlais, President
  - Chad Sutherland, 1st Vice President (meeting regrets previously shared)
  - Michelle Mastellotto, 2nd Vice President
  - Gillian Heisz, Treasurer
  - Robert Tomek, Past President
  - Diane Bourbeau, Director
  - Ron Giofu, Director

- Sharon O'Hagan-Wong, Director
- Brianne Taggart, Director
- Ian Phillips, Director
- Ray Renaud, Director
- Secretary to the Board, Karen Bolger, Executive Director
- the inducted Board of Directors was thanked and congratulated!
- Aaron was thanked for performing the induction.

## 12. Motion to Adjourn

- Sue confirmed the award presentations will follow the motion to adjourn the business portion of the AGM.

**AGM6307      Moved by Diane Bourbeau, seconded by Brianne Taggart**  
**That the 63<sup>rd</sup> Annual General Meeting be adjourned at 7:50 pm.**  
**Carried**

## 13. Awards and Presentations

- The following awards were presented:
  - a. Advocacy Champion Award: Beth Renaud (presented by Brianne Taggart and Anne Garrod)
  - b. Outstanding Achievement Award: Marlene McLellan (presented by Debby DeGroote and Sarah Rocheleau)
  - c. Community Leadership Award: Cassie Armstrong (presented by Liz Raffoul)
  - d. Inspiring Possibilities Youth Award: Sarah Julius (Presented by Corey Dalgleish)
  - e. Community Ambassador Award: Onyx Fitness Solutions, owners Kim and Ken Dennison (Presented by Michelle Mastellotto)
  - f. Families for Inclusion Award: Karen Pickle. Karen was unable to attend and will be presented her award following the AGM. (Presented by Diane Bourbeau and Marilyn Godard)
  - g. Jeremy Hart Memorial Bursary: Annalisa Pacitti (Presented by Tim Davidson)
  - h. The Kevin McMullan Memorial Award: Pendo Omar (Presented by Amanda Mastronardi)
- Sue congratulated all award recipients and thanked everyone for attending the 63<sup>rd</sup> Annual General Meeting. A reminder was shared to stay in touch through our social media channels, website and e-possibilities newsletter. The agency regularly shares information including upcoming events and fundraisers – some of which were highlighted by Sue.
- Everyone was wished a good night with the 64<sup>th</sup> AGM to be held in June, 2025.

*Minutes taken by Linda Hurst, Executive Assistant*