



2020 ANNUAL GENERAL MEETING

PINECREST-QUEENSWAY COMMUNITY HEALTH CENTRE, ZOOM CONFERENCING

Tuesday, September 8, 2020 from 5:00pm-6:00pm

Minutes

Welcome and Opening Remarks – Gerry Harrington, Board President

1. WELCOME AND CALL TO ORDER –

Gerry Harrington, the Board of Directors President, welcomed all attendees to the 41st Annual General Meeting. He reviewed the history of the organization and gave appreciation to the volunteers, staff, and community members.

Gerry welcomed local political representatives Councilor Theresa Kavanagh, City Councilor for Bay Ward and MPP Jeremy Roberts for West Nepean who addressed membership.

It was noted that in keeping with By-Laws the Annual General Meeting was sent out in mid-July and was included in local on-line ads at the end of June. The meeting was then called to order and was confirmed that 18 members were present, thereby establishing quorum which according to our By-Laws is 17. The process for voting/making decisions was reviewed and individuals who make motions or second motions were asked to identify themselves with their full name for the purpose of the minutes.

2. APPROVAL OF AGENDA

All were asked if any additions to the agenda were needed and then a motion to approve the Agenda was requested.

The Agenda was Moved by: Emily Comor and Seconded by: Cathy Doolan

3. APPROVAL OF MINUTES

There was then a motion to approve the Minutes.

The minutes were then Moved by: Jill Skinner and Seconded by: Wayne Ng

4. PRESIDENT'S REPORT –

Gerry again thanked all the employees and volunteers who dedicate their time to assist all the programs. The Board of Directors were also recognized for dedicating their personal time to support the direction of the organization. Attendees were informed that the annual report is available on the PQCHC website. No hard copies were provided this year.

Gerry shared that if 2019-2020 had a theme, it would be collaboration. Last year, this commitment led to the successful application and creation of The Ottawa Health Team. OHT's efforts are facilitated by CHCs and shaped by the people who use and rely on local health services to ensure the approach to promoting health and wellbeing is truly community-based. PQ's strong relationships with clients and communities allowed us to very quickly adapt to the emerging needs COVID-19 presented and to continue services and programs in new, creative, and often virtual ways. We are grateful for the commitment and dedication of the employees and volunteers, and for the trust, resiliency, and the flexibility our clients and communities have shown.

So far, 2020 has been a challenging year, but also one of significant resiliency and innovation. We remain positive that together, we will address whatever comes our way while delivering quality and impactful supports and services.

5. FINANCIAL REPORT –

Christa Casey from Welch & Company presented a summary of the Auditor's Report. Copies were provided to members in advance via Canada Post and through the member portal.

A motion was requested to approve the financial report:

The motion was moved by: Katherine Cole and was seconded by: Janet Bowes

b) Appointment of Auditors –

The Board also recommended the re-appointment of Welch LLP as auditors for the 2019-2020 fiscal year. I would like to ask someone to move and second the following motion.

A motion was proposed to confirm the re-appointment of Welch LLP for the 2020-2021 fiscal year.

The motion was moved by: Jill Skinner and seconded by: Wayne Ng

6. FRENCH LANGUAGE SERVICES REPORT –

Janet Bowes presented the French Language Service Report which was available within the meeting packages provided to all members.

8. REPORT OF THE NOMINATIONS COMMITTEE –

a. Election of Directors –

Jill Skinner, VP, Board of Directors, explained the election process and how nominations were advertised and promoted through the communities in adherence to our By-Laws. Nominees to the Board were solicited by advertisements and through promotion within the communities, we serve. The Board may have a maximum of 14 individuals with a minimum of 12. It was noted that 2 Board Members were retiring this year with 2 individuals being up for re-election. Through a recruitment process an additional 2 new Board Members were proposed to join the Board bringing us to a total of 14 members.

ELECTION OF DIRECTORS –

Candidates standing for re-election:

- Cathy Doolan
- Parm Bahniwal

New Candidates:

- Loyal Younes DeWolf
- Stephen Williamson

A motion to approve the appointment of the above-board members was requested.

The Motion for those standing for re-election was moved by: Emily Comor and seconded by: Wayne Ng

The Motion for new candidates was moved by: Cathy Doolan and seconded by: Sapna Mahajan

Recognition of Retiring Board members –

The two retiring Board members Emily Comor and Kati Subramaniam were recognized.

9. SEED GRANT RECIPIENTS –

Cathy Doolan, Board member, advised that a few years ago, one of our past Board members very generously donated funds to PQCHC so that we could provide some financial incentive to support the great work that is done in the community throughout the year. In 2019 and 2020, we had many programs benefit from these funds.

The following programs received funding through this generous donation in 2019;

- “The Safe People Project”
 - “Warming up Winthrop”
 - “Community Connections Program at Morrison Gardens”
 - “Together We Can Youth Mentorship Program”
 - “Pinecrest Terrace Community House Transformation”
 - “Awareness Campaign for PQCHC Families - Use Screens Less so you can Talk & Read More”
- And in 2020;
 - Five community houses received funding for the facilitation of summer programming for our most vulnerable population during COVID-19.
 - And finally, Pinecrest Terrace Community House received support from the seed grant for the “Multiculturalism 2020 Canada day celebrations.”

10. COMMUNITY AWARDS PRESENTATION –

Wayne Ng, Board member, explained how each year, we invite nominations through social media and postings in the community for nominees for the PQ AGM awards. Through these awards we can recognize some of the excellent contributions our partner organizations, community members and other volunteers make to help build healthy communities. The awards were then presented to each of the below recipients to recognize their dedication.

The Ruth Wildgen Award – Was awarded to Linda Shugart, Pinecrest Terrace Community House Volunteer

Linda Shugart has been a Volunteer Food Bank Coordinator for the past 9 years. Linda will also receive a \$300 bursary for this award.

Health is a Community Affair Award. This award was developed by our provincial association; it recognizes the contributions of individuals, organizations or agencies who demonstrate an understanding of the determinants of health. Health is a Community Affair Award was presented to Canada Sews Ontario East. Canada Sews Ontario East, donated cloth masks to our front-line workers and to our most vulnerable population during the COVID-19 pandemic.

The Community Service Individual Award recognizes individuals for the wonderful work that they all do in supporting the community that we serve. The Community Service Individual Awards were presented to Phil Giles and Randy Taylor. Phil Giles and Randy Taylor went above and beyond to ensure the success of this year's Community Volunteer Income Tax Program (CVITP). Their efforts were vital in helping the clinic transition to virtual services.

Community Organization Award – Is awarded to Gabriel Pizza. Gabriel Pizza made a Community Commitment to donate 5,000 meals to our most vulnerable population during the COVID-19 pandemic. The Final Award presented was the Lifetime Achievement Award that was implemented last year. The Lifetime Achievement Award was presented to Margaret Meyer's family. Margaret was a beloved and dedicated greeter at the Pinecrest Terrace Community House Food bank for at least 12 years. Margaret was a safe and comforting figure who people could not help but love. We honored Margaret and her family by recognizing her enormous contribution and dedication to the community.

The meeting adjourned at 6:00pm which was followed by a short Board meeting by way of Zoom Conferencing.

The Motion was moved by: Jill Skinner and seconded by: Wayne Ng