



UNAPPROVED MINUTES

(TO BE APPROVED AT NEXT GENERAL MEMBERS' MEETING)

ANNUAL GENERAL MEMBERSHIP MEETING (AGM-2023)

Held, Wednesday, June 14, 2023

In the West-McKenzie Hall, Aurora Seniors Centre

90 John West Way, Aurora, Ontario

Presiding: Dave LeGallais, A.S.A. President 2022-2023

Present:

Members:

In Person: 113

Directors

Jim Abram, Vern Cunningham, Carol Hedenberg,
Dave LeGallais, Ann Overington,
John Scherrer, Nick Senick, Glen Sharp

Directors Elect:

Rob Gaby, Louis Gambino, Rob Ishoj, Percy Surti

Town Staff:

Karie Papillon, Adult Programs Co-ordinator
Andrew Bailey, Assistant Adult Programmer
Brandie Yorg, Program Lead

Guests:

Town of Aurora: Mayor Tom Mrakas
Robin McDougall, Director of Community Services
Lisa Warth, Manager of Recreation Services
Aurora-Newmarket MPP Dawn Gallagher-Murphy

Regrets:

Recording the Minutes: Lydia Schuster, A.S.A. Recording Office

AGM23-01 Call to Order & Introduction of Guests

A.S.A. President Dave LeGallais declared the meeting open for business at 13:08 hours, and welcomed all present – members, guests, Seniors Centre staff - to the 2023 Annual General Meeting of the Aurora Seniors Association. The President noted that there were 113 members present, which was a record, as the quorum for a members' meeting is 50.

The President also read the Town of Aurora Land Acknowledgement which states:

We acknowledge that in Aurora we are on the traditional and treaty territory of the Chippewas of Georgina Island, who are Anishinaabe peoples, and one of the First Nations reserves in Ontario. We are grateful to them for sharing their lands with us.

Noting the close and mutually beneficial relationship that A.S.A. enjoys with the Town of Aurora, the President extended a warm welcome to Mayor Tom Mrakas, Robin McDougall, Director of Community Services and Lisa Warth, Manager of Recreation Services, and invited the Mayor and Robin to address the meeting.

Mayor Mrakas extended greetings on behalf of the Town and Council and acknowledged the mutual benefits that the strong partnership with A.S.A. contributes to the Aurora community and commended A.S.A. for providing activities and opportunities for older adults to stay active and socially connected. The Mayor also acknowledged the dedication and work done by the A.S.A. Board, volunteers and Town staff - Karie, Andrew, Bill and Brandie – particularly for their efforts to ensure continued support and services to the seniors community throughout the disruption caused by the COVID pandemic. On behalf of the Town and Council, The Mayor wished A.S.A. continued success and reaffirmed the Town's unwavering support.

As the A.S.A.'s direct liaison with the Town, Robin McDougall also commended the Board and membership for their dedication to maintaining a vibrant Seniors Centre as evidenced by the impressive attendance at the A.G.M. Robin thanked Town Staff for their resourcefulness in providing

and investment balances, liabilities all current and paid on a timely basis, costs in control and good post-Covid revenues.”

The Treasurer introduced Andrea Nauss, CPA, the Senior Manager from BDO Canada LLP. whose team has reviewed the A.S.A. financial statements for fiscal 2022, to discuss the nature of a review engagement, the work done by her team and the statements themselves.

Andrea Nauss referenced the A.S.A. Financial Statements for Fiscal 2022, consisting of:

- Statement of Financial Position
- Statement of Operations and Net Assets
- Statement of Cash Flow
- Notes to Financial Statements

Andrea noted that her team had conducted the review engagement of A.S.A. Financial Statements as prepared by the A.S.A. Finance Committee and they did not encounter any significant difficulties significant deficiencies in internal controls, nor did they have any significant findings to report from the results of performing their procedures.

There being no questions from members, Rob Ishoj thanked Andrea for her report and presented the recommendation for the adoption of the Report and 2022 Financial Statements:

(Members were provided the opportunity to submit questions via email regarding these reports. The Treasurer noted that no questions had been received.)

Moved by: Ruth Church Seconded by: Frank Snape

THAT the Treasurer’s Report and the 2022 Financial Statements produced by the A.S.A. Finance Committee be adopted, and That any two directors be authorized to sign these reports on behalf of the Aurora Seniors Association.

CARRIED

AGM23-05 Ratification of Directors' Actions/Decisions since the June 8, 2022 Annual General Meeting.

The President noted that the actions and decisions resulting from Directors' meetings since June, 2022 through May 15, 2023 are recorded in the

Minutes of the Directors' meetings which are posted each month on the Board's bulletin board at the Seniors' Centre and available for viewing on the A.S.A. website.

Since the July 8, 2022 AGM, the Board held regular monthly Directors' meetings on the 3rd Monday of each month.

Moved by: Barbara Pavlou-Witnall

Seconded by: Carol Graham

THAT all the acts, proceedings, contracts, by-laws, appointments and payments enacted, made, done and taken by the Board of Directors of the Aurora Seniors Association since the 2022 Annual Meeting of Members as recorded in the books of the Association including the Minutes of all Directors' meetings are approved and ratified.

CARRIED

AGM23-06 Ratification of Amendments to A.S.A. By-Laws

Board Secretary John Scherrer noted that the By-Law amendments approved since the A.G.M. held June 8, 2022 are detailed and summarized in the **By-Law Committee Reports attached to the agenda.**

John Scherrer noted that among the By-Law Amendments enacted since the June 8/22 A.G.M., the most significant are:

- The reduction in membership fees as of July 1 for the period July 1st to December 31st
- Suspension of By-Laws – provision for review every 90 days so as not to remain in effect indefinitely
- New Sponsorship Policy to support Fundraising Committee initiatives
- New Photo/Video Consent Form

In presenting the Recommendation for approval of Amendments to By-Laws, John noted that it requires a two-thirds majority vote by members.

Moved by: Kevin Griffiths

Seconded by: Jane Snape

THAT – the amendments to A.S.A. By-Laws No. 1 (Operating By-Law); and Committees By-Law #3–specifically pertaining to the following clauses as defined in the attached Report be approved and ratified:

By-Law #1 – A.S.A. Operating By-Law

1.05.04: Business and Expenditures -revised

1.08.00: Power Directors - revised

1.08.01: Title change; -

1.08.01 b): Suspension of By-laws - new

1.11.01: President - amended

1.11.06: Executive Meetings - amended

1.12.03: Board of Directors Authorize - amened

1.14.02: Membership Creates a Contract - amened

1.16.00 a): Dues and Fees - amended

1.16.00 b): Dues and Fees - new

PROCEDURES FOR ELECTION OF DIRECTOR - revised

ASA SPONSORSHIP POLICY - new

PHOTO/VIDEO CONSENT FORM - new

By-Law #3

3.01.02: Amended;

3.03.01: Amended;

3.03.02: Amended;

RESPONSIBILITIES OF COMMITTEES - revised

The motion was CARRIED on a two-thirds majority vote.

AGM23-07 President’s Report 2022-2023

President Dave LeGallais noted:

“Good Afternoon Everyone.

On behalf of The A.S.A. Board I would like to thank you all for coming out today.

We are now at the end of our second post - covid year and things at the A.S.A. are continuing to improve. We are steadily moving forward. Our membership has risen from approximately 847 in June of 2022 to in excess of 1300 members.

Most of our programs have returned and several new activities have been introduced. Best of all our membership participation continues to improve. We will continue to bring new activities in for our members and continually strive to find ways to make our members experience with the A.S.A. a positive one. If any of you have ideas for new programs or ideas on how to improve existing programs we welcome you to attend a meeting of the Operations and Activities committee, to pass them on. We meet on the second Tuesday of each month at 1:00 PM.

Over the past year our Website has been completely updated and greatly improved by a dedicated group of volunteers. The website is a great source of information on everything that is happening at the Centre. I encourage you to check it out.

Our Fundraising committee has been very busy over the past year presenting all sorts of fun activities and presentation for our members enjoyment and to raise much needed funding. Vern Cunningham is the new chair of this committee and he and his group of enthusiastic volunteers are planning some wonderful events for all of us to enjoy. Keep an eye on the Newsletter and the website for announcements and information.

I have already mentioned volunteers a couple of times and that is because the A.S.A. simply would not function without them and we all owe them our gratitude. We have a wonderful group of volunteers taking on all sorts of tasks from working at the Reception desk to providing food and beverages at our Bistro and BBQ's, running programs and activities, helping with committee work and keeping our gardens looking so beautiful, to name but a few. But we always need more willing hands. They not only provide an invaluable service to our Centre but have fun doing it. If you are interested in sharing some of your time and talent contact the Membership and Volunteer committee to see where your help could be used. Volunteer forms are available at Reception.

I would like to take a moment to sincerely thank everyone on the A.S.A., Board of Directors for 2022/23. Thank you for your time, hard work and dedication to the Aurora Seniors Centre.

I would also like to thank our Town Staff, Karie, Andrew, Brandie, Bill and John. It goes without saying that there are no words to express how grateful we are to them. They all go above and beyond and we

know that it is much more than just a job for them. We all want you to know how much you are appreciated!

And now in closing I would like to say a few words as I step down from my position as President of the A.S.A.. These past 5 years as president has been a very rewarding time for me. I have met with some great people and I think we

accomplished quite a lot considering going through a world wide pandemic. It's so satisfying to see everyone returning to the Centre again. I have enjoyed my time immensely but it's time to pass the gavel on to new people with new and fresh ideas. I will continue on the Board for one more year to help in any way I can with the transition to this new Board. I want to thank all the people who served on the Board with me during this time and say that even when we disagreed on an item it was still a pleasure working with all of you. Thanks to all of the A.S.A. members for the tremendous support you always gave me. I look forward with excitement to the future of our great Seniors Centre."

AGM23-08 A.S.A. Standing Committees Reports (Attached)

The President noted that attached to the A.G.M. Agenda packages are the respective Standing Committee Reports, and thanked the Committee Chairs for so ably managing their teams and providing the Board with recommendations in respect of their initiatives and needs. The President called on Committee Chairs to stand.

- a. By-Law Review Committee Chair & Board Liaison John Scherrer**
- b. Community Development Committee Chair Shirley Petrie**
- c. Finance Committee – Chair Cheryl Rines (absent) & Rob Ishoj**
- d. Fundraising Committee – Chair: Carol Palmer & Vern Cunningham**
- e. Membership and Volunteers Committee: Chair Sylvia Gilchrist**
- f. Operation and Activities Committee: Chair Dave LeGallais.**
- g. Seniors Affairs and Grants Committee: Chair Jim Abram**
- h. Social Committee: Chair Don Keel**
- i. Special Events Committee: Chair Joan Brownlow (Regrets)**

AGM22-09 Seniors Co-ordinator's Report – Attached

Karie Papillon, Adult Programs Co-ordinator, thanked the Board and members for their support, and provided an overview of the programs and activities organized by Town Staff to complement A.S.A. activities:

- In September 2022 staff launched our first and highly successful post-covid Open House, Try It Week, A.S.A. Activity Fair and Seniors Active Living Fair.
- We also launched our weekly walking club titled “Walk, Stretch & Learn”. The program ran weekly at the Aurora Family Leisure Complex free walking track.
In total we had over 600 participants for 26 weeks. This program was funded thanks to the Ontario Seniors Community Grant Program
- In October staff partnered with Arboretum volunteers for our first “Guided Stroll and Chat” through the Aurora Arboretum.
- Partnered with other Town of Aurora staff, York Central Fire Services, Aurora Public Library, York Regional Police and Chats to provide newcomer seniors a bus tour of Aurora.
- February 2023, staff launched the Older Adult’s fitness playlist of free exercise videos on the Town of Aurora’s YouTube page, funded by the New Horizon’s for Seniors program.
- In March, thanks to funding from the New Horizon’s for Seniors program we offered a free “taste of art program” to 50 participants
- We continue to offer Seniors Centre Without Walls.- free telephone and zoom based exercise and social programs - held 6 days a week. In 2022 we had over 5000 logins to zoom or the telephone. This program also won the Reader’s Choice Award for favourite Adult Program in York Region. Thank you to those to nominated and voted for this program
- Twice a month we provide Seniors Centre in the Mail. Brandie carefully crafts an activity kit, and community information to be distributed available to Aurora residents and non-residents. We distribute over 300 packages, every 2 weeks. We will deliver over 7000 packages in 2023.

- In 2022 we offered 154 registered programs. We continue to offer in person, virtual and hybrid classes. Of these 154 programs 19 were new offerings.
- 2022 saw us re-launch day trips. Andrew successfully offered 9 trips
- Staff also continue to participate in and assist with ASA Special Events, activity planning, marketing and ASA Fundraising efforts.
- Upcoming events: Open House week in September. Staff are also planning a Leisure and Volunteer Expo, Try It Week with over 15 activities and programs to try and our 7th Seniors Active Living Fair

Karie concluded her report saying: “We would like to thank the outgoing board members for all their support, especially over Covid. To our volunteers, THANK YOU. You make us smile, and happily help with everything and anything. We welcome our new board of director members, we look forward to accomplishing great things with you!”

AGM23-10 Recognition of A.S.A. Directors Completing Terms of Office

The President noted that four members of the current Board have decided to step down.

Carol Hedenberg – 11 years – 2012-2023

Ann Overington - 4 years - 2019-2023

Cheryl Rines - 5 years - 2018-2023

Nick Senick - 3 years - 2020-2023

On behalf of the Board and all A.S.A. members, the President thanked Carol, Ann, Cheryl (in absentia) and Nick for their invaluable service to the Association and presented them with Certificates acknowledging their service.

Dave also noted that Charles Sequeira, A.S.A.’s first President who presided through the first ten years of operations is in the audience and asked Charles to stand and accept a round of applause.

**AGM23-11 (a) Elections of Directors for the 2023-2024 Board Term
(Attached)**

Jim Abram, Nominations Committee Chair, took the podium and reported that:

“Your 2023 Election Committee members were John Scherrer, Cheryl Rines & Jim Abram as chair. I would like to thank all the volunteers that assisted at the election polls and those that assisted in tabulating the results.

Following the procedures for the Election of Directors, the Nominations and Election period was from March 3 to May 11 with the ballots being counted on May 12th.

Nine (9) members were nominated as candidates for the seven (7) vacated positions on the Board. Four of those Candidates are to be acclaimed. It is encouraging to see more members taking an interest in the leadership of our Association. Out of a membership of 1,253, 223 ballots were cast; representing only 17.8% of the membership.

The result of the voting was;

| | |
|-----------------|-----|
| Vern Cunningham | 125 |
| Robert Gaby | 103 |
| Kevin Griffiths | 88 |
| Joyce Latimer | 95 |
| Glen Sharp | 158 |
| Spoiled | 1 |

As a result of the vote; **Glen Sharp, Vern Cunningham, and Robert Gaby**, were successful in their bid for the three (3-year) balloted vacancies on the Board of Directors.

Robert Ishoj and Louis Gambino are acclaimed as incumbents to the two Two (2-year) vacancies with **Dave Legallais and Percy Surti acclaimed** as incumbents to the two One (1) year vacancies.

Motion by: Jim Abram

Seconded by: Barbara Pavlou-Witnall

I move that the attending membership approve & ratifies the results of the election and appointment of the seven successful candidates as Director to the Board.

CARRIED

Motion by: Jim Abram

Seconded by: Theresa DiCarlo

I now move to destroy the election ballots.

CARRIED

Jim thanked Cheryl Rines, Carol Hedenberg, Ann Overington and Nick Senick, on behalf of the membership for their dedication in their role as Directors on the Board and asked them to step down.

AGM23-12 Directors’ Oath of Office

Jim invited **Glen Sharp, Vern Cunningham, Robert Gaby, Robert Ishoj Louis Gambino, Dave Legallais & Percy Surti** to come to the front to take the OATH OF OFFICE:

“I do hereby solemnly and sincerely pledge my word and honour to perform my duties as a member of the Board of Directors of the Aurora Seniors Association. I shall uphold and adhere to the Code of Conduct, the Constitution and By-Laws, Regulations and Policies of the Association. At the end of my term of office I shall turn over to the Association all properties in my possession that belong to the Association.”

AGM 23-13 – Election of Principal Officers

Jim noted that in accordance with BY-LAW 1.10.03 a caucus meeting was held prior to this meeting to elect the executive officers of the Association from the Board of Directors. The results of that vote are;

PRESIDENT: GLEN SHARP
VICE – PRESIDENT: JIM ABRAM
TREASURER: ROB ISHOJ
SECRETARY: JOHN SCHERRER

Directors at Large are: VERN CUNNINGHAM, ROB GABY,
LOUIS GAMBINO, DAVE LEGALLAIS
and PERCY SURTI

Jim presented the Board of Directors for the 2023 – 2024 year.

At the conclusion of these proceedings, Jim Abram turned the meeting over to **Glen Sharp, President for 2023-2024.**

AGM23-14 Presiding: Glen Sharp, A.S.A. President - 2023-2024

In his role as newly-elected President, Glen Sharp made the following statement:

“We have such a great place to enjoy the social activities and programs offered at the Seniors Centre and I am delighted for the opportunity of working with the new Board, welcoming new ideas and looking forward to great accomplishments with the help of our wonderful staff.

Glen added a reminder of the upcoming – June 21st concert featuring the 4-String Ukelele Band – for which tickets are still available.

NEW BUSINESS:

AGM23-15 Appointment of External Chartered Professional Accountants (CPA’s) for Fiscal 2023

Glen Sharp noted that this is a standard action that is required at the A.G.M. and presented the recommendation:

Mover: Nick Senick

Seconder: Evelyn Meleta

THAT the Board of Directors be authorized to appoint BDO Canada LLP for Fiscal 2023 to perform a review engagement report and set the remuneration fee.

A vote on the motion resulted in

MOTION CARRIED

AGM23-16 Closure of Meeting

There being no further business, President Glen Sharp thanked everyone for attending and participating in the Annual General Meeting of the Aurora Seniors Association. Glen also thanked Dave LeGallais for his 5-year leadership of the Board, particularly during the challenges of the COVID pandemic. He invited everyone to enjoy the BBQ social and declared the meeting concluded at 13:57 hours.