

The Board of Directors of West Neighbourhood House
invites you

West Neighbourhood House
Annual General Meeting
Thursday, June 22, 2023

Annual General Meeting: 6:30 pm

This meeting will be held in person at our facility at 248 Ossington and by Zoom meeting. Please feel free to choose to attend in person or remotely.

**Please RSVP to info@westnh.org
by Thursday, June 15, 2023**

www.westnh.org



NEIGHBOURHOOD
HOUSE

Formerly St. Christopher House

CONTACT:
Reception 416-532-4828
info@westnh.org
westnh.org

ADMINISTRATION:
588 Queen Street West
2nd floor
Toronto, ON Canada M6J 1E3
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NOTICE OF ANNUAL GENERAL MEETING

Please join us in **person** for the Annual General Meeting of the members of West Neighbourhood House
Stan Meek Community Hall at 248 Ossington Avenue
Thursday June 22, 2023 at 6:30 p.m.
for the following purposes:

1. To receive and consider the Financial Statements of the House for the year ended March 31st 2023, together with the report of the auditors thereon;
2. To appoint auditors;
3. To elect Directors of the Corporation;
4. To elect community members to the Nominating Committee;
5. To transact such other business as may properly come before the meeting or any adjournment thereof.

Dinner will be served so please RSVP to info@westnh.org by Thursday, June 15, 2023.

For those who prefer Zoom, please register in advance for this meeting:

<https://us06web.zoom.us/join/register/tZEscemtqTsiEtUgcOyF1Yo3OUAzJkvhS79H>

After registering, you will receive a confirmation email containing information about joining the meeting.

588 Queen Street West
Toronto, ON Canada M6J 1E3
The Meeting Place

248 Ossington Avenue
Toronto, ON Canada M6J 3A2
**Adult Literacy and
Learning Programs
Family and Newcomer
Programs
Music School
Older Adult Centre**

1033 King Street West
Toronto, ON Canada M6K 3N3
**Employment Services
Financial Empowerment
and Problem Solving
Adult Learning Programs**

1497 Queen Street West
Unit #103 Toronto, ON
Canada M6R 1A3
**Family and Newcomer
Programs**



United Way
Greater Toronto

Charitable Registration No.
11925 7525 RR001

**Minutes of the ANNUAL GENERAL MEETING
of the Members of West Neighbourhood House
held Online and by Telephone (Mercury)
on Thursday, June 23, 2022**

Present: Rona Abramovitch, Will Falk, Martha Goodings, Sean Hurley, Gilliam Kerr, Adrienne Lipsey, Susan Main, Melanie Newton, Emily Paradis, Prasad Rao members of the Board of Directors, Voting Members, Guests, Maureen Fair (Ex-officio), and Diana De la Cruz (Recording Secretary).

1. WELCOME

Emily Paradis welcomed members and guests for joining **West Neighbourhood House's 2022 Annual General Meeting** and thanked everyone for their participation, for a third time – online, over the phone or by phone networking

As part of the welcome Emily included a Land acknowledgement:

I gratefully and respectfully acknowledge that Toronto and West Neighbourhood House are in the "Dish With One Spoon Territory". Toronto and West Neighbourhood House are in the 'Dish With One Spoon Territory'. The Dish With One Spoon is a treaty between the Anishinaabe, Mississauga's and Haudenosaunee that bound them to share the territory and protect the land. Subsequent Indigenous Nations and peoples, Europeans and all newcomers have been invited into this treaty in the spirit of peace, friendship and respect.

This acknowledgement, while always important and appropriate, seems particularly so now. The Dish With One Spoon is a treaty which asks us to take only what we need, to ensure that others have what they need, and also to ensure that the dish is never empty—that we take care of the resources we all need. And in our current challenging times we clearly want to honour the treaty and act in the spirit of peace, friendship, and respect.

2. PRESIDENT'S REMARKS

Emily described being deeply honoured to have been named President of the West Neighbourhood House volunteer Board of Directors this year.

Emily thanked friends and supporters of the House, that included:

- Funders, particularly our partners at the United Way, as well as the many donors that generously support our programs.
- The Board of Directors for their commitment despite many hours on Zoom and especially to acknowledge the spirit of hope we have together for the future of the House as made clear in our new Strategic Plan.
- Staff of the House who persevered through this long pandemic, keeping our community served and safe.

- West Neighbourhood House membership for taking the time to show interest and support for West Neighbourhood House.

3. SIR JAMES WOODS AWARD

Emily explained that, every year, West Neighbourhood House honours a volunteer community development leader with the Sir James Woods Award. Sir James Woods was one of the key founders, in 1912, of St. Christopher House, as we used to be known. He believed in people taking greater control in their communities – something the House continues to work on to this day 110 years later.

This past year was an unusual year with many people stepping up to help out in the community. The Sir James Woods Award this year has two separate winners deserving our acknowledgement and appreciation.

The two winners of the Sir James Woods Award

1. Erella Ganon
2. Roots and Culture Gardening Club

3. ANNUAL GENERAL MEETING

Emily Paradis, as Chair of the meeting, explained that the formal part of the Annual General Meeting is one way we show this organization's accountability to the community and that members in attendance have an important role in this organization's governance.

Emily highlighted that the Annual General Meeting is held once a year so that all members of West Neighbourhood House have an opportunity to:

- hear about the House's activities over the past year
- elect or re-elect volunteer Directors to the Board
- accept the financial statements for the year ending March 31, 2022 and the auditor's report
- appoint auditors for next year

5. APPOINTMENT OF SECRETARY

Emily appointed Diana De la Cruz as Secretary for this Annual General Meeting of the membership and thanked Diana in advance.

6. VOTING PROCEDURE/CALL TO ORDER

Emily highlighted that only voting members are eligible to vote on the decisions needed at this meeting and because we have members both on the phone and online, and that we have to do voting differently than if we were all present in one room.

Emily explained that first, she will read the motion and ask for everyone voting for the motion to say Yes and that she will then pause and ask for everyone voting against the motion to say No and pause again and ask for everyone abstaining from the vote to say Abstain.

Emily called the meeting to order given that quorum of 40 voting members was reached.

7. MINUTES OF LAST MEETING JUNE 24, 2021

Emily confirmed that the minutes of the last Annual General Meeting held on June 24, 2021 enclosed in the AGM package were sent to each registered member and that the minutes were visible on the screen.

Emily called for a voting member who was present at last year's meeting to move that we approve the minutes.

Moved by Prasad Rao that the minutes of the last meeting June 24, 2021 be approved. Seconded by Martha Goodings. Emily called the vote and the motion carried.

8. FINANCIAL REPORT

Emily called upon our volunteer Board Treasurer, Will Falk, to present the Financial Report.

Will presented the Financial Statements and explained that he is referring to the fiscal year which ran from April 1, 2021, to March 31, 2022.

Will confirmed that the Board of West Neighbourhood House has a Finance and Audit Committee of volunteers who met with management staff and our Auditors, Grant Thornton, to review the complete financial statements. Will reported that Auditors have stated that they have no concerns about the financial management of West Neighbourhood House and that we had a clean audit.

Will moved that the audited financial statements and all attached schedules for the year ending March 31, 2022, and the Auditor's Report be approved.

Emily called for someone to second the motion and the motion was seconded by Prasad Rao. Emily called the vote and the motion carried.

9. THANK YOU

Will thanked the audit team from Grant Thornton for their professional and courteous service. Will also thanked Vathani Vadivel, Director of Finance, and the Finance staff team for their hard work and dedication.

10. APPOINTMENT OF AUDITORS

Will expressed how pleased Finance and Audit Committee were with the work of Grant Thornton as our auditor this year. Will moved that Grant Thornton be appointed auditors for 2022/23 at a fee to be fixed by the Board of Directors.

Emily called for someone to second the motion and the motion was seconded by Rona Abramovitch. Emily called the vote and the motion carried.

11. ELECTIONS TO THE BOARD OF DIRECTORS

Emily invited Rona Abramovich, Chair of the Nominating Committee, to present the candidates for election to the Board of Directors.

Rona explained that the Nominating Committee is responsible for recruiting and interviewing potential candidates to the Board of Directors and that the committee looks for diverse skills and life experiences.

On behalf of the Nominating Committee, and as listed in the AGM package mailed to members in advance, Sean proposed the following qualified nominees for election to the Board of Directors:

To be elected for a first three-year term (2022 to 2025):

Dorothy Charach
Chandran Fernando
Sara Mencia De Lara
Kelly Le

To be elected for a fourth one-year term (2022 to 2025):

Emily Paradis

Emily called for someone to second the motion and the motion was seconded by Melanie Newton, Emily called the vote and the motion carried.

12. RONA ABRAMOVITCH (COMMUNITY REPRESENTATIVES FOR THE NOMINATING COMMITTEE)

Rona confirmed that the Nominating Committee consists of several Board members and community members and highlighted that the committee is pleased to have continuity with the following community members recommended for re-election on the Nominating Committee.

Rona moved that that the following community members be elected for a period of one year until the 2023 Annual General Meeting.

Rosana Naveda
Indira Rao
Emilie Terebessy

Emily called for someone to second the motion and the motion was seconded by

Christine Yip. Emily called the vote and the motion carried.

13. THANKING DEPARTING BOARD MEMBERS

Emily acknowledged that we are saying good-bye to three departing Community Members of the Nominating Committee. Sean Hurley thanked the following members for their contributions to the Nominating Committee:

- Christopher Mangrobang
- Natasha McKenna
- Stephanie Poole

Emily also acknowledged and thanked two departing Board Member for their tremendous contribution and expressed appreciation for their continued commitment to the House:

- Gillian Kerr
- Sean Hurley
- Chirstine Yip

Emily brought the business part of the meeting to a close. She proceeded to introduce the Health and Action by Seniors (HATS) who offered a performance called “I Want My Life Back”

Emily thanked the HATS troupe for their performance and extended her gratitude to everyone for participating online or over the phone.

On behalf of West Neighbourhood staff and volunteers, Emily wished everyone a safe and healthy year ahead and adjourned the business portion of our Annual General Meeting.

West Neighbourhood House

Date: May 8, 2023
To: Voting Members of West Neighbourhood House
From: West Neighbourhood House Nominating Committee
Re: Nominations for the West Neighbourhood House Board of Directors

1. The Nominating Committee proposes the following qualified nominees for election to the Board of Directors at the **Annual General Meeting on Thursday, June 22, 2023**

To be elected for a replacement term (**ending 2025**):
Evelyn Amponsah

To be elected for a first three-year term (**2023 to 2026**):
Zahra Ebrahim
Zayna Khayat
Walter Ng

To be elected for a second three-year term (**2023 to 2026**):
Adrienne Lipsey
Sean Meagher

2. The Nominating Committee proposes that the Committee continue for a period of one year until the 2023-2024 Annual General Meeting and that the following three community members be elected for a period of one year:

Indira Rao
Emilie Terebessy
Christopher Winter

3. Further nominations of eligible voting members for election to the Board of Directors and to the Nominating Committee, each of which shall be signed by not less than ten voting members of West Neighbourhood House and consented to by the nominee, shall be received by the Nominating Committee up to and including **June 7, 2023**.
4. The Board of Directors, following election, will fill any vacancies on the Board that occur after the **Annual General Meeting on June 22, 2023**.

Candidates for the Board of Directors 2023-2024

Evelyn Amponsah

Evelyn Amponash is a community organizer, researcher, and scholar. She brings deep knowledge and expertise in applying an anti-racism—specifically anti-Black racism—and anti-oppression lens to her work. She has worked in the non-profit, and municipal government sector, with/in marginalized, under-served, under-resourced communities. She has been a program manager, policy analyst and researcher, learning and training consultant and a professor, and is currently completing a doctorate in social and political thought at York University.

Zahra Ebrahim

Zahra Ebrahim is a public interest designer and the Co-Founder of Monumental. She has led organizations in the social and private sector that design and deliver participatory and equity-centred approaches to policy, service, and infrastructure development. She is Urbanist-in-Residence at the University of Toronto's School of Cities, Chair of the Board of Park People, Vice-Chair of the Canadian Urban Institute, and a Board member of the Toronto Arts Council.

Zayna Khayat

Zayna is a futurist who instructs a course in healthcare innovation in the health MBA program the Rotman School of Management at the University of Toronto. Zayna is a Growth Advisor at Teladoc Health in Canada, and is the in-house health futurist with Deloitte Canada's Healthcare practice. She currently resides in the West Neighbourhood House catchment area with her husband and three children and is proficient in French and Arabic languages (and a bit of Dutch!).

Adrienne Lipsey

Adrienne Lipsey is a local resident and community member. She has been a lawyer, a think-tanker and a political staffer advising the Minister of the Status of Women. She currently helps organizations develop public policies, advocacy plans, and strategies to bring more voices and experiences into government decision making.

Sean Meagher

Sean is a local resident with a strong knowledge of West Neighbourhood House through his involvement in various community initiatives as well as having served previous terms on the Board from 2003 to 2010. Sean brings a wealth of knowledge to the Board through his strong understanding of public policy,

community engagement and development (including affordable housing), city planning, advocacy and strategic planning.

Walter Ng

Walter is a trilingual accountant originally from Hong Kong, fluent in English, Mandarin Chinese, and Cantonese. He relocated to Canada in 2020, where he has resided in the diverse neighbourhood that West Neighbourhood House serves. He has an in-depth understanding of the challenges faced by new immigrants. Walter is a certified public accountant in both Hong Kong and Canada with over 10 years of experience in the industry. He currently holds a senior manager position at PricewaterhouseCoopers.

Nominating Committee: Proposed Community Representatives 2023

Indira Rao

Indira is originally from India and has knowledge of both Spanish and Portuguese. She holds a certification as a human resources professional and is a pre-employment representative and onboarding HR officer with RBC. She has strong knowledge of employment legislation and health and safety regulations, recruitment, interviewing techniques, networking, and applicant sourcing, as well as a deep interest in diversity, equity and inclusion.

Indira is a volunteer with our seniors programs and with NextUp Toronto, which seeks to advance all women in business, and transforming our workplaces through the power of community.

Emilie Terebessy

Emilie Terebessy participated in the 2021 Community Reference Panel related to our new Strategic Plan. She wants to continue contributing to West Neighbourhood House and help strengthen community ties. She has called west downtown Toronto home for several years, after moving from Malaysia, and currently works in population health research at SickKids. In her spare time, she likes to explore social entrepreneurship, boulder, and play board games.

Christopher Winter

An HR professional with over 25 years of experience, Christopher's expertise lies in leading corporate development recruitment efforts, operational strategies, and improvement initiatives to achieve optimal bench strength for any organization that he is associated with. He is adept in overseeing a wide variety of operational and fiscal responsibilities to ensure optimal business performance and realize significant revenue enhancements as well as human resource upgrades. His additional success in team building, motivation, and leadership positions enables him to make a significant contribution to West Neighbourhood House.

**West Neighbourhood House
Board of Directors
Nominating Form**

Further nominations of eligible members of the Corporation for election to the Board of Directors and Nominating Committee, each of which shall be signed by not less than ten voting members of the Corporation and consented to by the nominee, shall be received by the Nomination Committee for thirty days (ending June 7, 2023) following the mailing of the list of nominees prepared by the Nominating Committee.

**To: The Nominating Committee, West Neighbourhood House
(by mail) 248 Ossington Ave., Toronto, ON M6J 3A2
(by scan and by email) info@westnh.org**

We hereby nominate the following eligible member for election to the Board of Directors of the West Neighbourhood House:

- | | |
|----------|-----------|
| 1. _____ | 6. _____ |
| 2. _____ | 7. _____ |
| 3. _____ | 8. _____ |
| 4. _____ | 9. _____ |
| 5. _____ | 10. _____ |

I, _____ hereby agree to act as a Director of West Neighbourhood House if elected to the Board of Directors thereof.

Signature of Nominee