

The Board of Directors of West Neighbourhood House
invites you

West Neighbourhood House
Annual General Meeting
Thursday, June 23, 2022

Annual General Meeting: 6:30 pm

This meeting will be held over the telephone and by teleconferencing. Details of the numbers to call, teleconference links and any other meeting information will be sent to you closer to the date of the Annual General Meeting.

**Please RSVP to info@westnh.org
by Thursday, June 16, 2022**

www.westnh.org



NEIGHBOURHOOD
HOUSE

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

ADMINISTRATION:
588 Queen Street West
2nd floor
Toronto, ON Canada M6J 1E3
Fax 416-504-3047

NOTICE OF ANNUAL GENERAL MEETING

*Notice is hereby given that the Annual General Meeting of the members of West Neighbourhood House will be held **by means of telephone and videoconferencing on Thursday, June 23, 2022 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 2022, 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.

Please RSVP to info@westnh.org by Thursday, June 16, 2022.

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

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
Parkdale Meeting Place



United Way
Toronto & York Region

Charitable Registration No.
11925 7525 RR0001

**Minutes of the ANNUAL GENERAL MEETING
of the Members of West Neighbourhood House
held Online and by Telephone
on Thursday, June 24, 2021**

Present: Sean Hurley, Will Falk, Emily Paradis, Prasad Rao, members of the Board of Directors, Voting Members, Guests, Maureen Fair (Ex-officio), and Tracy Watson (Recording Secretary).

1. WELCOME

Emily Paradis welcomed members and guests for joining **West Neighbourhood House's 2021 Annual General Meeting** and thanked everyone for their participation, for a second time - online, over the phone or by phone networking, because of the COVID-19 pandemic and the need for physical distancing.

As part of the welcome Emily included a Land acknowledgement:

I gratefully and respectfully acknowledge that West Neighbourhood House operates on the traditional territories of the Huron-Wendat, the Chippewa, the Seneca, and the current treaty-holders, the Mississaugas of the Credit. This territory has been the site of human activity since time immemorial, and is today the home of diverse First Nations, Inuit, and Metis peoples, and Indigenous peoples from all over the world. It is governed by the Dish With One Spoon Wampum Belt Covenant, a treaty between the Anishinaabe, Haudenosaunee, and allied nations that bound them to share the territory and protect the land and waters surrounding the Great Lakes. Subsequent Indigenous Nations and peoples, European settlers and all newcomers have been invited into this treaty in the spirit of peace, friendship and respect. Shamefully, the land now known as the City of Toronto was never legally ceded, and was acquired by the British Crown through the fraudulent Toronto Purchase. In entering into the Dish With One Spoon Covenant, we pledge to uphold our responsibilities as treaty people – to share and care for the land, to act in respect and friendship, to be mindful of broken covenants, and to strive to make this right.

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 the following individuals:

- Rona Abramovitch who was Board President until May this year. Rona assumed tremendous responsibility as a volunteer leader during the COVID-19 pandemic and during our internal review of anti-Black racism. Rona dedicated hundreds of hours and very thoughtful support to the House during an extremely difficult year.
- Staff of West Neighbourhood 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

Rona 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 109 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 3 separate winners deserving our acknowledgement and appreciation.

The three winners of the Sir James Woods Award

1. Mr. Frank Brito
2. Mercedes Ferrer
3. Marjorie Brans and the Maitri Platform

4. 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
- approve the financial statements for the year ending March 31, 2021 and the auditor's report
- appoint auditors for next year

5. APPOINTMENT OF SECRETARY

Emily appointed Tracy Watson as Secretary for this Annual General Meeting of the membership and thanked Lambrina 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 25, 2020

Emily confirmed that the minutes of the last Annual General Meeting held on June 25, 2020 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 25, 2020 be approved. Seconded by Margaret Pereira. Emily called the vote and the motion carried.

8. FINANCIAL REPORT

Emily called upon our volunteer Board Treasurer, Reilly Latimer, to present the Financial Report.

Reilly presented the Financial Statements and explained that he is referring to the fiscal year which ran from April 1, 2020 to March 31, 2021.

Reilly 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. Reilly 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.

Reilly moved that the audited financial statements and all attached schedules for the year ending March 31, 2021 and the Auditor's Report be approved.

Emily called for someone to second the motion and the motion was seconded by Will Falk. Emily called the vote and the motion carried.

9. THANK YOU

Reilly thanked the audit team from Grant Thornton in the midst of COVID-19 for their professional and courteous service. Reilly also thanked Vathani Vadivel, Director of Finance, and the Finance staff team for their hard work and dedication.

10. APPOINTMENT OF AUDITORS

Reilly expressed how pleased Finance and Audit Committee were with the work of Grant

Thornton as our auditor this year. Reilly moved that Grant Thornton be appointed auditors for 2021/22 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 Melanie Newton. Emily called the vote and the motion carried.

11. ELECTIONS TO THE BOARD OF DIRECTORS

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

Sean 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 one-year replacement term (2021 to 2022):
Sarah Mencia De Lara

To be elected for a first three-year term (2021 to 2024):
Rutendo Change
Melanie Newton

To be elected for a second three-year term (2021 to 2024):
Will Falk
Susan Main
Prasad Rao

To be elected for a third one-year term (2021 to 2022):
Emily Paradis

Emily called for someone to second the motion and the motion was seconded by Genna Buck. Emily called the vote and the motion carried.

12. SEAN HURLEY (COMMUNITY REPRESENTATIVES FOR THE NOMINATING COMMITTEE)

Sean 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.

Sean moved that that the following community members be elected for a period of one year until the 2022 Annual General Meeting.

Christopher Mangrobang
Natasha McKenna
Stephanie Poole

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 two Board members this year:

- Aziza Carrington Elwin.
- Reilly Latimer

Emily thanked the retiring Board members for their tremendous contributions as Board members and expressed appreciation for their continued commitment to the House community.

Emily thanked everyone participating online or over the phone and brought the meeting to a close.

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 9, 2022
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 23, 2022**

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

Dorothy Charach
Chandran Fernando
Kelly Le
Sara Mencia De Lara

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

Emily Paradis

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

Rosana Naveda
Indira Rao
Emilie Terebessy

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 8, 2022**.
4. The Board of Directors, following election, will fill any vacancies on the Board that occur after the **Annual General Meeting on June 23, 2022**.

Candidates for the Board of Directors 2022

Dorothy Charach

Dorothy is a partner in the law firm McCarthy Tetrault, where she serves as a corporate litigator, primarily in the health and pharmaceutical sectors. She is also a volunteer with Pro Bono Ontario's free legal advice hotline, fielding phone calls and providing legal advice to low-income individuals across Ontario in the areas of civil procedure, employment, and housing.

Chandran Fernando

Chandran is Managing Partner with Matrix 360, a national workplace strategy and talent management firm that services the commercial real estate and development industry. He focuses on talent management, training and development, as well as developing human resources policies and carrying out executive searches for a number of companies. He also counsels a number of companies on diversity, equity and accessibility in the workplace and created Canada's first annual Diversity and Inclusion Report for the real estate and development industry.

Originally from Sri Lanka, Chandran was a winner in 2016 of RBC's Top 25 Canadian Immigrant Awards.

Kelly Le

Kelly came to Canada from Vietnam as a child and was a long-time resident in the West NH catchment area. Last year she was among 28 local residents who volunteered to take part in a special Community Reference Panel that was a key building block in constructing West NH's new Strategic Plan.

Kelly is completing a postgraduate diploma this year in Mental Health and Disability Management and volunteers with the Toronto Distress Centre as a crisis responder, providing emotional support and crisis intervention guidance to over 30 callers per month, for a wide variety of issues involving situational distress, marginalization, loneliness, abuse, and suicide.

Sara Mencía de Lara

Sara immigrated to Canada from Dominican Republic in 2011. She has volunteered in several Diversity and Inclusion initiatives, including as Chair of two employee resource groups that promote Latin culture and people with diverse abilities. She is passionate about building more inclusive and equitable organizations and communities.

Sara has over 15 years of experience in the financial industry, specializing in project delivery for international markets and most recently, business change

and integration. She was elected last year to the Board, as a replacement to complete the last year of a vacant term.

Emily Paradis

Emily Paradis lives in the West NH catchment area with her wife, Sarah Fowlie, and their two young adult children. Emily has been involved in many organizations and events in her neighbourhood, including Concord Avenue Car Free Day, Dufferin Grove Park, Build a Better Bloor-Dufferin coalition, and as a parent involved in local schools.

Emily has PhD in Education and is a Senior Policy Advisor in the Office of the Federal Housing Advocate, at the Canadian Human Rights Commission. She has been an activist, researcher, advocate and front-line service provider on issues of housing and homelessness for over 25 years.

In between working and parenting, Emily likes to ride her bike and walk her dog. She looks forward to someday returning to Friday night suppers at Dufferin Grove, and seeing live music in our neighbourhood's great bars.

Nominating Committee: Proposed Community Representatives 2022

Rosana Naveda

Rosana has education and experience in marketing, communications and public relations, both in Canada and her original home in Venezuela. She is a resident in the West NH catchment area and is a freelance marketing specialist for businesses in the hospitality industry and dental offices.

Rosana is also a volunteer with Hispanotech, which provides help to Latin American professionals in order to integrate, advance their careers, and contribute to Canada's economy and society.

Indira Rao

Indira is originally from India and has knowledge of both Spanish and Portuguese. She is 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.

**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 8, 2022) 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