



**COMMUNITYWISE RESOURCE CENTRE  
ANNUAL GENERAL MEETING**

**Minutes**

**Thursday, May 23, 2019**

**Doors at 6:00**

**6:30 to 8:30 pm**

**Emcees:** Aminah Malik and Christine Jensen (Board of Directors)

**In attendance (Board of Directors):** Aminah Malik, Chris Jensen (Humainologie/CCGC), Seth Leon (Alberta Community & Cooperative Association), Erin Jenkins (Calgary Queer Arts Society), Wendy Treschel (BB4CK), Megan Asselin (community member), Helen Mok (community member), Syma Habib (community member)

**Regrets (Board):** Lori DeLuca

**In attendance (Staff Collective):** Erin McFarlane, Philip McCutcheon, Sarah Zhu, Thulasy Lettner, Sameen Ashraf

**Regrets (Staff):** None

**In attendance (CommunityWise Members):** Kate (Chinook), Tove (WTEP), Anna (Pride), Kevin (Cinematheque), Maris (Miskanawah), Roberto and Elizabeth (Opportunity Works), Kaj (OBAD), Scott (SMART), Camelia (Hakili), Greg, Kim, and Joseph (Jaws), Spencer (Outlink), Loree (CNC), Edgar (End of the Rainbow), Kevin (SOTS), Doug (CA), Mahmud (INI Diversity), Askalu (ECCA), Michael (ECCC), Sharon (AAMAS)

- count increased to 20 (need 15 to accept a proposal) by end of meeting

**In attendance (non-members):** Cynthia, Tet, Leah, Megan M, Tyson, Maddison

**1. Welcome, Land Acknowledgement, and Introductions**

**6:30pm**

Emcees: Aminah Malik and Chris Jensen (Board of Directors)

- Aminah acknowledged the land, and Aminah and Chris introduced themselves
- Chris went over the consensus decision-making process and noted that because 5 members of the board are in attendance, quorum is reached
- Chris called the AGM to order at 6:44pm

-Phil and Seth counted Members and initially counted 19, which means we need 14 members to consent in order to accept a proposal.

**2. Group Networking Activity** **6:45pm**

-Wendy introduced and facilitated a networking activity

**3. Approve the Agenda for AGM May 23, 2019** **7:05pm**

-Chris proposed that the membership accept the agenda as presented:

Consent (C) = 19

Object (O) = 0

Abstain (A) = 0

**4. Approve the Minutes of AGM May 31, 2018**

-Chris proposed that the membership accept the 2018 AGM minutes as presented:

Consent (C) = 19

Object (O) = 0

Abstain (A) = 0

**5. Business Arising from Minutes of May 31, 2018**

-No business deferred to this meeting

**6. Remarks from Councilor Evan Woolley** **7:00pm**

(7:04pm)

**7. Presentation of Annual Report by Board of Directors and Staff Collective** **7:15pm**

(7:11pm)

-Seth introduced this presentation

-Thulasy presented the Theory of Change, our Strategic Planning process, and an update about AROC

-Phil presented an overview of the Membership and bookings, and upkeep and restoration of the building

-Greg (JAWS) asked a question about whether a lease will be signed; Phil explained that this will be figured out through the project chartering process

-Erin presented our community and sector development work, spoke about the staff collective and students, and mentioned our funding sources

-Sarah gave an overview of our income and expenses

?? asked question about how much we make from the casino; Sarah answered and said we got \$71,000.

**8. Presentation and Acceptance of 2018 Audited Financial** **7:30pm**

## Statements

(7:42pm)

- Aminah (Treasurer) presented an overview of the audited financial statements.
- Chris proposed that the membership accept the 2018 Audited Financial Statements as presented.

Consent (C) = 18 (one person absent from room)  
 Object (O) = 0  
 Abstain (A) = 0

## 9. Proposal to Amend CommunityWise Bylaws

7:40pm

(7:50pm)

- Aminah explained each of the bylaw changes.

### Article 7.3

#### Current wording:

7.3 Directors are elected at Annual General Meetings, Special General Meetings called for such purpose, or appointed to the Board in between general meetings if the need arises.

#### Proposed wording change:

7.3 Directors are elected at Annual General Meetings, Special General Meetings called for such purpose, or appointed to the Board in between general meetings if the need arises. The Term of Office is two (2) years starting from the inception date from which they joined the Board.

### Article 7.5

#### Current wording:

7.5 The Board of Directors shall hold office until the Annual General Meeting. An officer may hold office for two consecutive three-year terms starting from the inception date from which they joined the Board.

#### Proposed wording change:

7.5 The Board of Directors shall hold office until the Annual General Meeting. A director may hold office for four (4) consecutive terms, for a total of eight years, and must be re-elected at the beginning of each consecutive term. An officer may serve on the Executive Committee for a maximum of two (2) consecutive terms, for a total of four years.

**Article 7.13****Current wording:**

7.13 The Board of Directors shall choose from its membership an Executive Committee of three or four (3 or 4) individuals with at least one Tenant Member, and the members of this committee along with a Finance Representative will be considered the Officers of the Society. Past Executive Committee Members may be asked to serve as ex-officio members of the Executive.

**Proposed wording changes:**

7.13 **At the first meeting of the Directors following the Annual General Meeting, the Directors** shall choose from its membership an Executive Committee of three or four (3 or 4) individuals with at least one Tenant Member, and the members of this committee along with a Finance Representative will be considered the Officers of the Society. Past Executive Committee Members may be asked to serve as ex-officio members of the Executive.

**Article 7.14****Current wording**

7.14 The officers shall have the following rights and duties in addition to any other rights and duties provided in these Bylaws;

(i) Executive Committee Members:

a) to generally manage and supervise the operation of the CommunityWise Resource Centre's affairs;

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- b) to facilitate all meetings of the Board of Directors and general membership;
- c) shall ensure there is at least one Executive Committee member on the Finance Committee and the Membership Committee.
- d) to record the minutes of the proceedings at all general meetings and Director's meetings and place them in the CommunityWise Resource Centre's Minutes Book;
- e) to properly maintain the CommunityWise Resource Centre's Minutes Book and all other records;
- f) to have custody of and responsibility for the safe keeping of the CommunityWise Resource Centre's Minutes Book and records;

**Proposed wording change:**

7.14 c)to ensure that there is at least one Executive Committee member on the Finance Committee **and Membership Committee (remove)**

**Article 8.1**

**Current wording:**

- 8.1 All cheques, bills of exchange or other orders for the payment of monies, of the CommunityWise Resource Centre, shall be signed by any two authorized signatures of the Society. Signing authority shall be assigned to two or more members of the Board of Directors Executive Committee and one or more staff of the organization. At least one Board Member's signature is required and only one staff signature is permitted per cheque. These officers may endorse notes and drafts for collection on account of the Society through its bankers, and endorse notes and cheques for deposit with the Society's bankers for credit of the Society, or the same may be endorsed "for collection" or "for deposit" with the bankers of the Society by using the Society's rubber stamp for that purpose. Such officers or agents so appointed may arrange, settle, balance or certify all books and accounts between the Society and the Society's bankers and may receive all paid cheques and vouchers and sign all the banks forms for settlement of balance and release or certification slips.

**Proposed wording change:**

**8.1** All cheques, bills of exchange, or other orders for the payment of monies, including electronic payments, of the CommunityWise Resource Centre must be approved by two authorized signatures of the Society. Staff payroll must be approved by at least one Board Member authorized signature. Signing authority shall be assigned to two or more members of the Board of Directors, one of whom must be the Finance Representative, and one or more staff of the organization. At least one Board Member's signature is required and only one staff signature if permitted per cheque (remove). These authorized signatures may endorse notes and drafts for collection on account of the Society through its bankers, and endorse notes and cheques for deposit with the Society's bankers for credit of the Society, or the same may be endorsed "for collection" or "for deposit" with the bankers of the Society by using the Society's rubber stamp for that purpose. Such authorized agents so appointed may arrange, settle, balance or certify all books and accounts between the Society and the Society's bankers and may receive all paid cheques and vouchers and sign all the bank forms for settlement of balance and release of certification slips.

-Roberto (OW) asked a question if the executive committee can make decisions; Aminah answered that decisions are only made by the board (if there is quorum) by consensus

-Aminah proposed that all the bylaw amendments be accepted as presented

Consent (C) = 19

Object (O) = 0

Abstain (A) = 0

**10. Election of 2019-2020 Board of Directors**

**7:50pm**

(7:59pm)

-Board members leaving the Board were thanked:

Helen Mok (community member, served 3 years) – not present

-Chris noted that the bylaw changes will not be official until Service Alberta approves them but that we will be going forward with the accepted term bylaws.

-Board members continuing on were announced:

- Lori DeLuca (Propellus) – not in attendance
- Seth Leon (ACCA)
- Aminah Malik (Community member)
- Chris Jensen (Humainologie)
- Erin Jenkins (CQAS)
- Wendy Treschel (BB4CK)
- Megan Asselin (Community member)
- Syma Habib (Community member)

-Individuals standing election were asked to introduce themselves, tell us about their connection to CommunityWise, and one thing they are excited about:

- Cynthia Okafor (Community member)
- Maris Vezina (Miskanawah)
- Erica Foulds (Refuge Recovery) – not present, Erin introduced her on Erica's behalf

-Chris proposed that Cynthia Okafor, Maris Vezina, and Erica Foulds be elected to the CommunityWise Board of Directors

Consent (C) = 20

Object (O) = 0

Abstain (A) = 0

## **11. Member Awards Ceremony**

**8:05pm**

(8:09pm)

-Phil and Sameen presented the Member Awards:

- Spirit of CommunityWise = Cocaine Anonymous and Sunlight of the Spirit
- Community Award = Miskanawah / Diamond Willow Youth Lodge
- Collaborator Award = Calgary Pride
- Spirit of the Old Y = Calgary Narrative Collective

## **12. Announcements**

**8:25pm**

(8:17pm)

-Erin pointed out the artifact table, the "messages to the building" activity, and the sign-up table for volunteering to paint.

-Erin announced a fundraising activity that will take place in the near future, as well as a programming schedule to celebrate the 40<sup>th</sup> anniversary.

-Door prizes

-Cake

**13. Adjournment and outside for group photo**

**8:30pm**

-Aminah adjourned the 2019 AGM at 8:25pm