

ANNUAL GENERAL MEETING 2008-2009

**Thursday, June 25, 2009
Sandy Hill Community Centre
250 Somerset Street East
Main Hall
6:00 p.m. – 9:00 p.m.**

Chair: Jean-Jacques Desgranges
Recorder: Cristina Coiciu

APPROVED MINUTES

The business meeting was preceded by a Meet-and-Greet reception.

OPENING REMARKS

Jean-Jacques Desgranges, President of the Board for 2008-2009, welcomed staff and members of the Sandy Hill Community Health Centre, Inc./Centre de santé communautaire Côte-de-Sable, Inc. (SHCHC/CSCCS), and other interested residents of the community to the Annual General Meeting (AGM). He acknowledged and thanked the special guests in the audience:

- Mr. Rob Raistrick, President of Barrhaven Source for Sports, sponsor of the Centre for the year 2009-2010;
- The Honourable Mauril Bélanger, MP for Ottawa-Vanier;
- Mme Thérèse Goneau, on behalf of The Honourable Madeleine Meilleur, MPP for Ottawa-Vanier;
- Dr. Elizabeth Kristjanson, guest speaker;
- Mr. Michael Barnes and Ms. Rachel McKinley, Co-Chairs of the Viscount Alexander Public School; and
- Mr. Robert Stehle, President of the Action Sandy Hill.

Jean-Jacques Desgranges invited to the podium Chris Osler, Community Developer at SHCHC, who introduced our guest speaker, Dr. Elizabeth Kristjanson, Associate Professor, School of Psychology, Faculty of Social Sciences, and principal scientist in the Institute of Population Health at the University of Ottawa. Dr. Kristjanson made a presentation about the impact of the environment on the determinants of health.

2009 SHCHC AWARD FOR EXCELLENCE IN HEALTH PROMOTION

Jean-Jacques Desgranges invited Mana Herel, Vice-President for External Issues, to present the award for this year. She explained the eligibility and award criteria, and the reason for the creation of the award. The 2009 SHCHC Award for Excellence in Health Promotion was conferred to:

Ruweida Shire – in recognition of her untiring role as a committed volunteer with the Strathcona Heights Tenants Association and resident of Strathcona Heights community.

On behalf of Ruweida Shire, the award was accepted by Valerie Stam, Community Developer at SHCHC, who worked closely with Ruweida in a number of projects.

BUSINESS MEETING

Jean-Jacques Desgranges called the business meeting to order at 8:00 p.m.

1) DECLARATION OF CONFLICT:

Jean-Jacques Desgranges asked Members to declare any conflict.
No conflict was declared.

2) RULES OF ORDER AND ELIGIBILITY OF VOTING MEMBERS:

Jean-Jacques Desgranges indicated that the meeting would follow Robert's Rules of Order. He informed those in attendance that the meeting would be conducted in both official languages.

All those in attendance were reminded that, in accordance with the current corporation's by-laws, all persons over eighteen (18) who live or work in the City of Ottawa and who have applied for or renewed their Membership at least thirty (30) days prior to the meeting are eligible to vote at the AGM. All Members eligible to vote were given voting cards.

Those who would like more information about becoming Members were invited to speak to Cristina Coiciu, Executive Assistant. Copies of the agenda, annual reports, audited financial statements and minutes from the 2007-2008 AGM were distributed at the meeting.

3) VERIFICATION OF QUORUM:

Cristina Coiciu informed Jean-Jacques Desgranges that there was a quorum for the AGM: sixteen (16) Members in good standing were present at the meeting.

4) APPROVAL OF THE AGENDA:

Jean-Jacques Desgranges asked for a motion to approve the agenda.

It was moved by Terry Meehan and seconded by May Morpaw to approve the agenda as presented.
ALL IN FAVOUR – CARRIED

5) APPROVAL OF MINUTES OF THE 2007-2008 AGM (JUNE 25, 2008):

Jean-Jacques Desgranges asked for a motion to approve the Minutes of the AGM 2007-2008.

It was moved by May Morpaw and seconded by Claire Beauchesne-Chabot to approve the minutes of the AGM 2007-2008, as presented.
15 IN FAVOUR; 1 ABSTENTION – CARRIED

6) BOARD PRESIDENT'S REPORT:

Jean-Jacques Desgranges presented highlights of the Board's work over the past year and acknowledged the contribution of the Staff, Management Team and Executive Director to the

achievements of the Centre. He invited William Kelly, Chair of the Internal Issues Committee, Mana Herel, Chair of the External Issues Committee, and Louise Ebeltoft, member of the French Language Services Committee, to report briefly on the activities of these Board Committees.

It was moved by Terry Meehan and seconded by Siobhan Harty to accept the Board President's report and the Board Committees' reports.

ALL IN FAVOUR – CARRIED

7) EXECUTIVE DIRECTOR'S REPORT:

David Gibson presented highlights of the Centre's work over the past year and acknowledged the contribution of Staff and Management Team to the achievements of our Centre. He thanked Jean-Jacques Desgranges for his leadership during his term as Board President.

It was moved by Lynsey James and seconded by Camille Papanek to accept the Executive Director's report.

ALL IN FAVOUR – CARRIED

8) TREASURER'S REPORT:

Jean-Jacques Desgranges indicated that Didier Delahousse, the Treasurer of the Board, could not attend the meeting, and invited Camille Papanek, Co-Chair of the Finance and Development Committee, to inform on the activity of the Committee for the past year. Following a brief report, Camille Papanek invited to the podium Nancy Zahavich, the Centre's Finance Manager, to present the audited financial statements. Nancy Zahavich reviewed the audited financial summary in the Annual Report, and spoke to the financial challenges the Centre was facing. Copies of the complete audited financial statements for the year ending March 31, 2009, were available in both official languages.

It was moved by Camille Papanek and seconded by Bob Mather to approve the audited financial statements of the Sandy Hill Community Health Centre, Inc./Centre de santé communautaire Côte-de-Sable, Inc. for the year 2008-2009, as presented.

ALL IN FAVOUR – CARRIED

9) AUDITOR'S REPORT:

Nancy Zahavich reported on behalf of Welch LLP, the firm which audited and prepared the statements of financial position of the Centre, that, during their examination, no significant deficiencies in the accounting systems were found. She also acknowledged the presence at the meeting of Virginia Lackey, Staff Accountant with Welch LLP.

10) APPOINTMENT OF AUDITORS FOR THE NEXT FISCAL YEAR:

It was moved by Camille Papanek and seconded by Louise Ebeltoft to approve the appointment of Welch LLP as the auditors for the upcoming year, with the audit fee of \$10,650 + tax.

ALL IN FAVOUR – CARRIED

11) NOMINATIONS COMMITTEE REPORT:

Jean-Jacques Desgranges invited Bob Mather, Chair of the Nominations Committee, to review the role of the Board Nominations Committee and explain the election process.

Bob Mather reported that there were nine (9) individuals nominated to fill ten (10) positions on the

Board of Directors, six (6) of whom were seeking re-election for another 2-year term on the Board. He presented the names of the candidates: Jean-Jacques Desgranges, Siobhan Harty, Mana Herel, Lynsey James, William Kelly, Camille Papanek – who were seeking re-election for another 2-year term – and: Andrew Conway, John Jorgensen and Anselme Allah – as new candidates. Bob Mather invited the candidates to introduce themselves. John Jorgensen could not be present at the meeting and Bob Mather offered a short description, which was also included in the AGM package.

Bob Mather indicated that the by-laws also provide for nominations from the membership at the AGM, and called for nominations from the floor.

Two individuals were nominated from the floor, as follows:

1. Colin Palmer: nominated by William Kelly and seconded by Camille Papanek, and
2. Terry Meehan: self-nominated and seconded by Lynsey James

After calling two more times for nominations from the floor and receiving no response, Bob Mather declared the nominations closed. He presented the slate, which included eleven (11) candidates for ten (10) positions, as follows (in alphabetical order):

1. Anselme Allah: standing for election
2. Andrew Conway: standing for election
3. Jean-Jacques Desgranges: standing for re-election
4. Siobhan Harty: standing for re-election
5. Mana Herel: standing for re-election
6. Lynsey James: standing for re-election
7. John Jorgensen: standing for election
8. William Kelly: standing for re-election
9. Terrie Meehan: standing for election
10. Colin Palmer: standing for election
11. Camille Papanek: standing for re-election

It was moved by Bob Mather and seconded by Louise Ebeltoft to approve the slate, as amended.

ALL IN FAVOUR – CARRIED

ELECTION OF BOARD OF DIRECTORS:

Bob Mather asked all voting Members in the audience to add the two new names on the ballot, and vote on ten (10) candidates from eleven (11).

After the vote was closed, the ballots were collected by the Executive Assistant and passed to Bob Mather and Louise Ebeltoft who counted the votes.

Bob Mather announced that the elected candidates were:

1. Anselme Allah
2. Andrew Conway
3. Jean-Jacques Desgranges
4. Siobhan Harty
5. Mana Herel
6. Lynsey James
7. John Jorgensen
8. William Kelly
9. Colin Palmer
10. Camille Papanek

Jean-Jacques Desgranges welcomed the new and returning Directors and invited all Board Members to attend a very brief meeting at the end of this AGM, for the elections of the Officers.

12) OTHER BUSINESS:

1. Recognition of Outgoing Board Members

Jean-Jacques Desgranges thanked the following outgoing Board Members for their continuous work on the SHCHC Board of Directors for the past six years:

- May Morpaw, Past-President
- Didier Delahousse, Treasurer

As Didier Delahousse could not be present at the meeting, a token of appreciation was to be sent to him by mail.

Jean-Jacques Desgranges also thanked Josée Anne Gauthier for her valuable input and contribution to the Board of Directors as Staff Representative. He announced that the new Staff Representative was Ghislaine Charette.

2. Recognition of Staff for Years of Service

Jean-Jacques Desgranges invited David Gibson to conduct the formal acknowledgment. He recognized and thanked the following Staff for their dedicated years of service at the Centre:

For 10 years of service:

- Michelle Hart
- Roxanne Racette
- Andrée Tremblay
- Jean-François Martinbault

For 15 years of service:

- Irena Konopacki
- Robin McAndrew

For 25 years of service:

- Usha Kappagantula

13) ADJOURNMENT OF BUSINESS MEETING:

Jean-Jacques Desgranges called for any other business items.

There being no further business, it was moved by Mana Herel and seconded by Terry Meehan that the meeting be adjourned.

ALL IN FAVOUR – CARRIED

Meeting adjourned at 9:00 p.m.