



**Annual General Meeting**  
**Wednesday, September 25, 2019 at 6:00 pm**  
**Collingwood Neighbourhood House – Annex, Vancouver, BC**

## ATTENDEES

Alexandra Gunn	Emily Chan	Kelly Chessman	Priya Singh
Alison Merton	Enakshi Patro	Kenneth McLean	Qasim Ahmadi
Ana Cristina Mateescu	Erik Allas ( <i>via conference call</i> )	Kitty Mah	Renato Vasquez
Anahita Destjerdi	Francisco Domingo	Kulwant Kaur	Rishita Sharma
Andrea Holden	Fred Pan	Laura Contreras	Rafael (RJ) Aquino
Angie Saville	Greg Allen	Leila Trickey	Rox Gomez
Annabelle Davis	Helen Ng-Haing	Linda Yap	Sabrina Bantog
Betty Mah	Himani Bhatnagar	Lisa Pan	Sahar Ziaei
Binh Khuu	Im Mei Kwok	Lorena Zhou	Sandra Medina
Bowen Fu	Irene Mella	Manoranjan Rasiah	Sanjeev Karwal
Candice Li	Isabelita Espiritu	Maria Jennifer Reyes	Sheri Parke
Carmen Correal	Jane Kalmakoff	Marie Manansala	Sonia Cerpa
Catherine Pui Yin Mok	Janet Lee	Martha Alicia Guizar	Soudabeh Babaie
Celia Lam	Jasbir K. Parmar	Martha Barrones	Stephanie Baufeld
Chen Lin (Cherry) Yang	Jean Kavanagh	Muriel Ann Rivard	Su Moi Chong
Chen Moi (Amy) Yang	Jean Marie Galere	Najia Elacel	Suzanne Liddle
Chitha Manoranjan	Jennifer Gray-Grant	Nargis Jaffer	Tammy Sue Kin Lee
Cindy Chisholm	Jenny Eng-Chan	Nelly Yep	Tony DelaVega
Crecien Bencio	Jenny Peng	Nicole Fredrickson	Tuong Van Tran
Daniel Louie	Jose Gomez	Nicole Goossens	Vikrant Sharma
Davy Chiu	Julie Linkletter	Patricio Ibarra	Walda Gorn
Dennis Ng-Haing	Kayla Isomura	Paula Lindner	Yndira Arteaga
Diane Wong		Peter Yap	

## MINUTES

### 1. WELCOME

Paula Lindner, CNH Board President, called the meeting to order at 6:15 pm. She welcomed everyone to the meeting on behalf of the Board of Directors and acknowledged Collingwood Neighbourhood House respects and honours the x<sup>w</sup>məθk<sup>w</sup>əyəm (Musqueam), skwxwú7mesh (Squamish), and seííwítulh (Tsleil-Waututh) First Nations, on whose traditional homelands we work and live today.

Paula then introduced the Board members who were present; Erik Allas, our auditor from Tompkins Wozny, attending via conference call in order to present the Auditor's report; and CNH's Office and Communications Coordinator Irene Mella as the recorder. Paula explained that at the AGM, voting members would have opportunities to move, second, and vote on motions.

## 2. APPROVAL OF THE AGENDA

**MOTION: To approve the agenda as presented.**

**Moved by Kenneth McLean. Seconded by Janet Lee.** All in favour. Carried.

## 3. APPROVAL OF THE 2018 ANNUAL GENERAL MEETING MINUTES

**MOTION: To accept the minutes of the 2018 AGM as presented.**

**Moved by Annabelle Davis. Seconded by Angie Saville.** All in favour. Carried.

## 4. APPROVAL OF THE 2019 SPECIAL GENERAL MEETING MINUTES

**MOTION: To accept the minutes of the 2019 Special General Meeting as presented.**

**Moved by Linda Yap. Seconded by (Muriel) Ann Rivard.** All in favour. Carried.

## 5. PRESIDENT'S AND EXECUTIVE DIRECTOR'S REPORT

Paula invited Jennifer Gray-Grant, CNH Executive Director, to present the President's and Executive Director's report. Some of the highlights from the past year at CNH included:

- Annex:
  - Opened a year ago, programming at the Annex started last fall in September.
  - A new, afternoon preschool is going very well.
  - LINC (Language Instruction for Newcomers to Canada) Program moved to the Annex from the basement of First Lutheran Church, where it had been for nearly 20 years.
  - Classes from CNH Joyce have come to the Annex, while other classes started at the Annex.
  - Arts and Culture focus – Jennifer thanked Emily Chan, Community Annex Coordinator, and Sandra Medina, Annex Coordinator for their work to find people in the neighbourhood who are interested in arts and culture, to present the beautiful space, and to bring the space alive.
    - Over the summer, Emily spearheaded the Annex Dance & Movement Pilot to continue branding our new Annex as an arts and culture space. CNH offered low and no cost room rentals for dance and movement artists.
    - Arts Council – Artists in our neighbourhood from a variety of disciplines looking to animate the Annex. All volunteers, the Arts Council has put on several activities over the year, including but not limited to performing arts, visual arts, and dance classes.
- Carving Project – Master carver Gerry Sheena of the Coast Salish Nation along with Indigenous and immigrant youth carved a totem pole out of a 600-year-old red cedar log in front of CNH Joyce. In January, a procession to bring the totem pole from CNH Joyce to the Annex was held. The totem pole raising ceremony that followed was a sacred event; it also happened to be one of the first official activities for Mayor Kennedy Stewart and Councillors Christine Boyle and Pete Fry. MP Don Davies, MLA Adrian Dix, and School Trustee Allan Wong also attended the ceremony.
- New bus – Funded by the Ministry of Health, CNH welcomed a new bus. It is mainly being used to help seniors with local transportation, i.e., to drive them to shopping, medical and social appointments. It also came with some funding for drivers.
- New Collective Agreement – CNH signed a new five-year collective agreement to March 31, 2023. A highlight is that there will now be a pension plan at CNH.

- New website – Board Director Davy Chiu was able to work with Red Academy to get a free redesign of the CNH website. The work was worth approximately \$25,000. Kayla Isomura, the new Communications Coordinator, continues to update the website.
- Rentals at the Annex and CNH Joyce – Jennifer reminded everyone that the multi room in which we were holding the AGM is available for parties and other events. Rentals have been a great source of income, allowing CNH to afford more programming.
- The number of volunteer hours increased from 32,583 in 2017-2018 to 40,061 in 2018-2019.
- CNH is working on two prototypes:
  - 49 spaces for \$10aDay child care
  - Community Health Centre (CHC) – CNH is poised to open the first community-governed, community-run CHC in BC. It is to reach out to people who are not currently connected to the health care system. The main site will be within the Evergreen building (at Crowley and Joyce), but there will be a clinical room at CNH Joyce and CHC staff will do outreach within the neighbourhood. The CHC will have medical staff in-house, which will be a huge benefit to all of CNH’s programs. This is one of the most significant milestones in CNH’s history.
- CNH Constitution – The CNH Constitution was amended at a Special General Meeting held on June 20, 2019. These changes were needed because of the addition of the Community Health Centre to CNH.

Jennifer ended the report by encouraging everyone to take part in the upcoming Global Climate Strike activities: a poster-making session on September 26 at CNH Joyce, and attending the Climate March with some CNH staff on September 27 at Vancouver City Hall. She also announced the All Candidates Meeting for the federal election happening at CNH Joyce on October 8; the meeting is an opportunity for the public to meet the candidates for the Vancouver Kingsway riding, learn about the party platforms and pose questions to the candidates.

**MOTION: To accept the President and Executive Director’s report as presented.**

**Moved by Annabelle Davis. Seconded by Janet Lee.** All in favour. Carried.

## 6. AUDITOR’S REPORT

Paula introduced Erik Allas, the auditor from Tompkins Wozny, who was attending via conference call. Erik gave an overview of the CNH financial report. He explained that the auditor looks for the risks of material misstatement in the financial statements. He said there were no concerns from the audit and the Audit Findings Letter had no recommendations for improvement; he said this speaks to the quality of the records and the importance CNH gives to its financial reporting oversight. Tompkins Wozny is able to provide its qualified opinion that the financial statements present fairly the financial position of the Society as at March 31, 2019. He thanked Kulwant, Jennifer, the Accounting staff and the Board for supporting the audit process.

Erik discussed the Statement of Financial Position and the Statement of Operations highlighting that revenues were \$6,918,110 while expenses were \$6,687,332. The surplus for the year was \$230,778, mostly a result of increased rentals and interest. The balance sheet (Statement of Financial Position) showed that the assets are \$2,702,769 while the liabilities are at \$1,882,482 leaving the total net assets at \$820,287. Erik stated that this is a very good financial position.

Erik explained that the two largest revenue streams are program fees and grants. The largest component of expenses is salaries and benefits.

Erik also indicated that what is not shown in the expenses is the significant volunteer time contributed: 40,061 hours, which is equivalent to over 21 full-time staff.

**MOTION: To accept the audited financial statements as at March 31, 2019 as presented by Erik Allas from Tompkins Wozny.**

**Moved by Stephanie Baufeld. Seconded by Patricio Ibarra.** All in favour. Carried.

## 7. APPOINTMENT OF AUDITOR

CNH Board Treasurer Rafael (RJ) Aquino highlighted the very good working relationship between CNH and Tompkins Wozny and asked for a motion to appoint them as our auditor for 2019-2020.

**MOTION: To appoint Tompkins Wozny as our auditor for 2019-2020.**

**Moved by Annabelle Davis. Seconded by Patricio Ibarra.** All in favour. Carried.

## 8. THANK YOU TO THE DEPARTING BOARD MEMBERS

Paula and RJ expressed thanks to the departing Board members: (Muriel) Ann Rivard and Patricio Ibarra. Paula and RJ highlighted the contributions of Ann and Patricio to the CNH Board and the Collingwood community. Ann and Patricio were presented with gifts of appreciation.

## 9. NOMINATION AND ELECTION OF NEW BOARD MEMBERS

Paula introduced the remaining Board members and the Board nominees. The following were the remaining Board members; they are midway through their terms so they were not up for election this year.

1. Alexandra Gunn
2. Davy Chiu
3. Jasbir K. Parmar
4. Jean Kavanagh
5. Jenny Peng
6. Paula Lindner
7. Rafael (RJ) Aquino
8. Stephanie Baufeld

Board Director and First Vice President Jenny Peng presented and read the bios of the 2019 Board nominees:

1. Daniel Louie
2. Greg Allen
3. Manoranjan (Mano) Rasiah
4. Leila Alyssa Trickey

Paula then called for nominations from the floor three times. There was one self-nomination from the floor: Sahar Ziaei. Paula asked if there was a voting member who would like to nominate Sahar so that she could stand for election; Kenneth McLean nominated Sahar so an election for four Board members was held.

After the voting process was reviewed and ballots were collected, the following four nominees were elected to the Board: Greg Allen, Daniel Louie, Manoranjan (Mano) Rasiah, and Leila Alyssa Trickey. Paula thanked Sahar for her interest in joining the Board and invited her to participate in CNH Committees.

**MOTION: To elect the nominees as presented.**

**Moved by Annabelle Davis. Seconded by Angie Saville.** All in favour. Carried.

**MOTION: To destroy the ballots used for this Board of Directors election.**

**Moved by (Muriel) Ann Rivard. Seconded by Kenneth McLean.** All in favour. Carried.

## 10. STAFF AND CONTRACTOR RECOGNITION

On behalf of the Board of Directors, Paula thanked long-term staff and contractors for all their hard work, dedication and commitment to CNH. Director of Operations Kulwant Kaur and Executive Director Jennifer Gray-Grant presented the gifts of appreciation while Board Director and Second Vice President Greg Allen read out the names of staff and contractors who have reached milestones of 5, 10, 15, 20 and 25 years. This year, for the first time, 15, 20 and 25-year staff and contractors were joined at the front by their supervisors, who spoke individually about each of the staff and contractors being recognized.

*5 years:* Alexis Flynn, Alison Clancey, Amir Sabbaghan, Ana Cristina Mateescu, Chanelle Mark, Guadalupe Chebib, Janet Maxwell Russell, Julieta Hernandez-Ramos, Mildred Laguerta, Rupert Common, Thomas Tsang, Wanda Chow, Yunling Luo

*10 years:* Andrea Berneckas, Chitha Manoranjan, Emily Chan, Hai Yan Zang, Mandip Sidhu, Najia Elacel, Richard Abed Rabbo

*15 years:* Andrea Holden, Cindy Chisholm, Im Mei Kwok, Laura Contreras, Nargis Jaffer

*20 years:* Enakshi Patro, Francisco Domingo, Sonia Cerpa, Soudabeh Babaie

*25 years:* Jenny Eng-Chan, Kulwant Kaur

## 11. CNH COMMUNITY VISION AWARD

Jenny Peng presented the CNH Community Vision Award, an annual award given to a Grade 12 student from Windermere Secondary School who will further the mission of the Collingwood Neighbourhood House by entering into a post-secondary program for Early Child Education, Community Services or Community Development. The student chosen each year receives an award for \$500.

This year's award recipient is Vikrant Sharma. Vikrant is a graduate of Windermere Secondary School from the Leadership program and has participated in the Air Cadet program for the past 5 years. He volunteered in a Vancouver School Board sponsored afterschool sports program called Fastbreak, and at a soup kitchen in the Downtown Eastside through his church. He also did volunteer fundraising throughout the cadet program. Jenny read Vikrant's brief bio and presented him with a plaque and certificate.

## 12. ANY OTHER BUSINESS

None.

### 13. ADJOURNMENT

**MOTION: To adjourn the meeting.**

**Moved by (Muriel) Ann Rivard. Seconded by Patricio Ibarra.** All in favour. Carried.

The meeting was adjourned at 8:10 pm.

### 14. LUCKY DRAW

Board Directors (Muriel) Ann Rivard and Jasbir K. Parmar, along with Kulwant, led the lucky draw; 10 attendees won CNH umbrella and mugs with candy.