



Annual General Meeting Minutes
Wednesday, October 13th, 2021, 7:00 pm
Zoom Meeting

ATTENDANCE:

Present Board Members (12):	<ul style="list-style-type: none"> • Cathy Baerg, Chair • Barb Down • Kristy Balone, Minute Taker • Mingqing Deng • Booker Kenny • Morgan Freeman 	<ul style="list-style-type: none"> • Hillary Barker • Myra Toriente • Kristen Greci • Monica Aspiazu • Jess Kettner • Clara Santha
Absent Board Members (5):	<ul style="list-style-type: none"> • Reann Legge • Erin Chuey • Krista Eremondi 	<ul style="list-style-type: none"> • Kamanashis Deb • Cinthia Hill-Bird
Other Attendees (7):	<ul style="list-style-type: none"> • Jan Cunningham, Community Consultant • Robert Caswell, HFMC Liaison • Clifton Bennett • Kathleen Rogers • Kim Groff • Doris Santha • Windel Bucknor 	

Disclaimer: Attendees were informed that this meeting was being recorded for the purposes of minute taking only and will be deleted once the minutes are complete and approved.

SUMMARY:

1. Call to Order

The meeting was called to order at 7:05 pm.

2. Introductions

Cathy acknowledged that quorum was reached and the meeting could proceed. Voting procedures were reviewed:

- Attendees who hold a valid HVCA membership are eligible to vote.
- All opposed to a motion will be called, in lieu of all in favour.

3. Review & Adoption of Agenda

Motion: To approve the Agenda, as presented.		
Moved by: Morgan	Seconded by: Myra	MOTION CARRIED

4. Review & Adoption of Past Meeting Minutes

The October 14th, 2020 AGM Minutes were emailed to the board and posted to our website prior to the meeting, and the link was shared with all attendees during the meeting.

Motion: To approve the October 14th, 2020 AGM Minutes, as presented.		
Moved by: Booker	Seconded by: Clara	MOTION CARRIED

5. Business Arising from the 2020 AGM

There was nothing to report.

6. New Business

a. Presentations and Acknowledgements

- Cathy thanked all board members, past and present, for the great job they have done throughout the past year.
- A donation of \$500 was made to the Hampton Free Methodist Church as a thank you for offering space to the HVCA, which allowed programming to continue during the pandemic.
- Cathy thanked the Ernest Lindner/St. Lorenzo School for allowing us to access our space in the school, the school secretaries for sharing the HVCA Newsletter with their families, and the school caretakers for keeping our programming space clean.

b. Review and Approval of Bylaw Amendments

The amendments to the Articles & Bylaws and Communication & Advertising Policy were posted to our website prior to the meeting, the link was shared with all attendees and the amendments were reviewed during the meeting. No questions arose.

Motion: To approve the amendment to the Articles & Bylaws, as presented.		
Moved by: Barb	Seconded by: Jess	MOTION CARRIED (Unanimous)

Motion: To approve the amendment to the Communication & Advertising Policy, as presented.		
Moved by: Kristen	Seconded by: Clifton	MOTION CARRIED

c. Resignations

Cathy asked if there were any resignations for board positions that are not expiring today – there were none.

d. Announcements

After the Fall HVCA Newsletter was delivered, it was decided that Pumpkins in the Park will be virtual this year. Community members will be invited to take photos of their decorated pumpkins and Halloween decorations and share them to the HVCA Facebook page.

7. Director's Reports

a. Slideshow

A PowerPoint of the Director's Reports, with the exception of Treasurer, were screen shared with all attendees, and reviewed during the meeting. No questions arose.

Motion: To approve the Director's Reports, with the exception of Treasurer, as presented.		
Moved by: Kristen	Seconded by: Kim	MOTION CARRIED

b. Treasurer Report

- The following documents were posted to our website prior to the meeting, the links were shared with all attendees, screen shared, and reviewed during the meeting:
 - 2020-2021 Annual Financial Statement (Statement of Operations, and Statement of Financial Position).
 - 2021-2022 Operating Budget
- Since the HVCA is a non-profit with yearly revenue less than \$250,000, a financial review can be completed in lieu of an audit if the motion is approved at an AGM.
- Tara Quick has completed our financial review for the past few years. Barb noted that Tara does a very good job and charges a reasonable amount, so she recommended the next fiscal year’s financial review be completed by Tara.
- The HVCA charges a membership fee of \$10.00/household, which is consistent with other Community Associations throughout the city. Barb recommends the membership fee remains the same for the next fiscal year.

Motion: To approve the 2020-2021 Annual Financial Statement, as presented.		
Moved by: Hillary	Seconded by: Clara	MOTION CARRIED

Motion: To approve the 2021-2022 Operating Budget, as presented.		
Moved by: Jess	Seconded by: Myra	MOTION CARRIED

Motion: To waive the Annual Financial Audit, in lieu of an Annual Financial Review.		
Moved by: Min	Seconded by: Monica	MOTION CARRIED

Motion: To appoint Tara Quick, CPA, as the Financial Reviewer for the 2021-2022 Financial Statements.		
Moved by: Morgan	Seconded by: Booker	MOTION CARRIED

Motion: To approve maintaining the annual HVCA Membership Fee of \$10.00.		
Moved by: Doris	Seconded by: Clifton	MOTION CARRIED

8. Election of Board Members

- Jan chaired the election portion of the meeting.
- Election procedures were reviewed.
 - a. The following board members were elected by acclamation for previously vacant **1 year terms** for positions that retire in even years:

President	Rajiv Vyas
Kinder Soccer Coordinator	Kathleen Rogers

- b. The following board members were elected by acclamation for **2 year terms** for positions that retire in odd years:

Vice President	Clifton Bennett
Secretary	Kristy Balone, the incumbent
Indoor Coordinator – Child & Youth	Hillary Barker, the incumbent

Youth Soccer Coordinator	Krista Eremondi, the incumbent* Myra Torriente, the incumbent*
Online Registration & Membership Coordinator	Erin Chuey, the incumbent
Rink Coordinator	Booker Kenney, the incumbent
Member at Large #2	Monica Aspiazu, the incumbent
Member at Large #4	Jess Kettner, the incumbent
Member at Large #6	Kim Groff** Windel Bucknor**

*Youth Soccer Coordinator will be a shared position between Krista and Myra, equaling one vote on the board.

**Member at Large #6 will be a shared position between Kim and Windel, equaling one vote on the board.

The following position was left vacant:

Indoor Coordinator – Daytime	2 year term
------------------------------	-------------

Elections were deemed closed. Cathy continued chairing the remainder of the meeting.

c. Approval to Change Signing Authority, as per Elections

- In the Articles & Bylaws it states that signing authority shall be given to the President, Treasurer and one Director. However, it was decided at the September 2021 HVCA Board Meeting that Clara would also be given signing authority in case one of the other signers was unavailable.
- For clarity, the following board members will have signing authority on all HVCA bank accounts: Rajiv, Barb, Cathy and Clara.

Motion: To add Rajiv Vyas to have signing authority on all HVCA bank accounts.		
Moved by: Barb	Seconded by: Kim	MOTION CARRIED

9. Door Prize Draw

- The winner of the \$50 Papa John’s gift card was Clifton Bennett.
- The winner of the \$25 Dairy Queen gift card was Robert Caswell.
- The winner of the \$25 Dairy Queen gift card was Kathleen Rogers.

Kristy will send the above winner’s contact information to Cathy so she can make arrangements to deliver the gift cards.

10. Adjournment

The meeting was adjourned at 8:32 pm.

11. Next Meetings

- Board Orientation:** November 6th, 2021 at 10:00 am, Hampton Free Methodist Church
- Board Meeting:** November 10th, 2021 at 7:00 pm, Location TBD
- AGM:** October 12th, 2022.