

SHALOM COUNSELLING SERVICES
ANNUAL MEETING FOR 2022/2023
Wednesday, February 21, 2024, 5:00 p.m.

Members Present: Margaret Andres, Greg Chandler Burns, Neta Deonarain-Gear(Zoom), Paul Fast, Karen Martin (Zoom), Allan Sauder, Susan Schwartzentruber, Brent Zorgdrager, Katie Steckly (Zoom), Carla Santomero (Zoom)

Staff: Susan Schwartzentruber, Greg Chandler Burns

Proxy Votes: Helen Eby, Leanne Lobe, Carla Santomero, Sharon Schwartzentruber, Katie Steckly, Leanne Lobe

1. Welcome

Allan welcomed everyone to the Shalom Annual General Meeting for the fiscal year ending September 30, 2023. Allan noted that quorum for the meeting is 10 members and that there is quorum for the meeting. Allan noted that Shalom's Bylaws do not allow for online voting. Allan had those around the meeting introduce themselves.

Agenda change: Received comments from lawyer very late and so we will be bringing the updated bylaws to the membership at a special membership meeting on June 19th, 2024.

2. Approval of the minutes of the last AGM – February 22, 2023

Motion #1: Brent made a motion to approve the minutes of Shalom's annual meeting as presented, held on February 22, 2023. Seconded by Margaret. Carried.

3. Chairperson's Report – Allan Sauder

We saw 12% more people than in previous years and 9% longer. This is indicative of the need of long term support at Shalom. Alongside this there is growing need for subsidized counselling, with 73% of all fee for service sessions subsidized. Fortunately, we have access to the Wanda's Counselling Care Fund to reduce fees and subsidize these services. Shalom has grown to basically 9 FTE positions, this has allowed Shalom to respond to these needs. The board is extremely proud of the caring and compassionate staff. The board was involved in the development of the most recent five-year strategic plan. Shalom celebrated 40 years during this past fiscal year and had a record-breaking year with regards to the fundraising efforts of 10,000 steps.

Motion #2: Paul made a motion to accept the Chairperson's report as presented. Seconded by Susan. Carried.

4. a) Treasurer's Report – Brent Zorgdrager

Brent reiterated the first two paragraphs of his report. Brent highlighted the reserve funds, and Wanda's Counselling Care Fund as previous persons wisdom. Brent expressed his gratitude for these people's foresights. He also pointed out that these funds will eventually run out, and there are efforts to find these increases to income through grant applications and donor development. We are not changing who we are, we are looking to balance our expenses and incomes.

Motion #3: Allan made a motion to accept the Treasurer's report as presented. Seconded by Paul. Carried.

4. b) Auditor's Report:

Brent stated that we have a clean audit opinion. There are no gaps, in summary the auditor says these financial statements represent fairly what occurred for the fiscal year ending September 30, 2023.

Motion #4: Brent made a motion to accept the Auditor's Report for the fiscal year ending September 30, 2023. Seconded by Margaret. Carried.

4. c) Audited Financial Statements:

Brent pointed out that we have a general fund, a reserve fund, and a capital fund. The general fund is the operating fund. The reserve fund is our rainy-day fund. The capital fund was made for the expansion and renovation of our space, and after a few more years of amortization that will be significantly reduced. The main liability left is our Wanda's Counselling Care Fund. The net operating loss of the organization was \$29,501. There are some notes at the end that give additional details regarding the organization.

Motion #5: Brent made a motion to accept the Audited Financial Statements for the fiscal year ending September 30, 2023. Seconded by Greg. Carried.

4. d) Budget Approval (2023/2024) Operating Budget:

Our revenue grants, donations and client fees are planned to be \$969,700. Our expenses are planned to be \$999,700. This means we are planning to have a deficit of \$30,000. We recognize that we need to continue to grow our income. We are planning on using an additional \$50,000 from Wanda's Counselling Care Fund.

Motion #6: Brent made a motion to accept the Operating Budget for 2023/2024. Seconded by Paul. Carried.

4. e) Appointment of Auditors for 2023/2024:

Motion #7: Brent made a motion that Shalom appoint Ed Simon of E.M. Simon CPA Professional Corporation as auditor for the fiscal year ending September 30, 2024. Seconded by Susan. Carried.

5. Committee Reports 2022/2023

Allan reviewed the Executive Committee report. The committee met 5 times. One task is to administer the board self-evaluation, this led to a standing item added to board meetings regarding board education. The executive committee met to discuss the revised bylaws to follow the Ontario Non-for-Profit Corporations Act. They also act as a sounding board for Susan.

Brent reviewed the Financial Committee report. The committee met three times. One to meet for the audit, one for the budget and one for year-end projections and approval of the budget. The

committee reviewed the disbursement and usage of the Wanda's Counselling Care Fund. The committee recommends most of the elements that end up at the Annual Meeting for the membership to approve.

Margaret reviewed -the Policy and Professional Standards Committee report. The committee was scheduled to review policies 1 and 4 but were delayed revising over the bylaws to be in compliance and alignment of them with the ONCA. This coming year we will be reviewing policies 1 and 4.

Katie spoke on Amanda's behalf. Both of our two fundraising events proceeded well. Our anniversary allowed us to reach out the community and share Shalom's mission and raise funds to support Shalom.

Motion #8: Allan made a motion to accept the Committee Reports as presented (amended). Seconded by Brent. Carried.

6. a) Appointment of Officers:

Motion #9: Susan made a motion to accept the slate of officers for the fiscal year ending September 30, 2024, as follows:

Chair – Allan Sauder; Vice Chair – Helen Eby; Secretary – Margaret Andres; Treasurer – Brent Zorgdrager.

Seconded by Paul. Carried.

6. b) Appointment of all new and continuing Directors

Allan highlighted that John Lougheed and Dena Moitoso completed their terms of office at the end of last fiscal year of September 30, 2023. Allan thanks all for their service and notes that we miss their gifts around the board table.

Motion #10: Allan made a motion to appoint all new and continuing Directors for the fiscal year ending September 30, 2024, as follows:

Margaret Andres, Sara Cressman, Helen Eby, Paul Fast, Amanda Geiger, Leanne Lobe, Karen Martin, Carla Santomero, Allan Sauder, Katie Steckly, and Brent Zorgdrager.

Seconded by Margaret. Carried.

7. Motion to Endorse 2022-2023 Board Actions:

Motion #11: Allan made a motion stating that all acts, contracts, by-laws, proceedings, appointments, elections and payments exacted, made, done, and taken by the Directors and Officers of the Corporation, referred to in the minutes of the Board of Directors of the Corporation, be and the same are hereby approved, ratified and confirmed. Seconded by Margaret. Carried.

8. Other Business:

9. Adjournment

Motion #12: Paula made a motion to adjourn. Seconded by Brent. Carried.