

SHALOM COUNSELLING SERVICES
ANNUAL MEETING FOR 2023/2024
Wednesday, February 19, 2025, 5:00 p.m.

Members Present: Margaret Andres, Greg Chandler Burns, Sara Cressman, Helen Eby, Paul Fast, Julie Heimpel, Virginia Hostetler (Zoom), Karen Martin, Allan Sauder, Susan Schwartzentruber, Ben Shantz

Proxy Votes: Carla Santomero

1. Welcome, confirm quorum and call the meeting to order – Helen Eby

Quorum was confirmed. Helen welcomed all attending and noted that votes can only be cast by members present or by proxy.

2. Approval of the minutes of the last AGM and Special Meeting – February 21, 2024, and June 19, 2024

Allan noted that the minutes had Paula as the seconder for adjournment, now corrected to state Paul.

Motion #1: Karen motioned to approve the AGM minutes of February 21, 2024 as amended. Seconded by Allan. Approved.

Motion #2: Sara motioned to approve minutes of the Special Members meeting of June 19, 2024 as presented. Seconded by Paul. Approved.

3. Chairperson's Report – Helen Eby

Key pieces to note over the past year has been the advancement on the Equity, Diversity, and Inclusion (EDI) project and the revision of Shalom's bylaws to be in compliance with the Ontario Not-for-Profit Corporations Act (ONCA). The organization worked with Iona Sky as a consultant for the EDI project, meeting with key stakeholders, and reviewing policies, procedures, and current Shalom infrastructure. There is still much to do to act on recommendations with the generated report. During the June 2024 special member meeting, the membership approved the revisions to the by-laws making Shalom in compliance with ONCA.

Helen wanted to note thanks to all staff members, and board members, as well as past board members, including those that completed terms in the past year: Amanda Geiger, Brent Zorgdrager, and Leanne Lobe.

Motion #3: Margaret motioned to accept the Chairperson's Report as presented. Seconded by Karen. Approved.

4. a. Treasurer's Report – Sara Cressman

The Operating/General Fund Revenues increased 13% to \$984,298. However, \$55,612 of the increase was due to a one-time bequest donation. Expenses increased 10% to \$994,053. The overall

result was a deficit of \$9,755. Sara included words of gratitude to Shalom's generous donors. They also gave some data of Wanda's Counselling Care Fund with close to \$58,000 being used this year and that the fund was collected in previous years to subsidize sessions. A balance of \$41,000 is left for the final year of realization.

Motion #4: Ben motioned to accept the Treasurer's Report as presented. Seconded by Margaret. Approved.

b. Auditor's Report

This includes our audited financial statements, and so this will remove the next item in the agenda. The audit received the highest standard with an unqualified audit opinion. There were no concerns by the auditor. Shalom finished the year with a small deficit, this was due to a large bequest Shalom received. The auditor was asked how much operating expenses an organization like Shalom should maintain, and it was stated 3 months. Shalom currently has closer to five months of reserves, which include the working operating reserve fund and the Abundance Canada Income Pool.

Motion #5: Allan motioned to accept the Audited financial statements. Seconded by Karen. Approved.

c. Appointment of Auditors for 2024/2025

This agenda item was moved to continue discussions regarding the auditor. Finance Committee is happy with the auditor's work and management and the auditor have a good working relationship. Shalom's file from previous years was audited as part of the auditors regulatory supervision process.

Motion #6: Paul motioned to appoint auditors Ed Simon for 2024/2025. Seconded by Julie. Approved.

c. Audited Financial Statements (removed as stated)

d. Budget Approval (2024/2025): Operating budget

You will note that Shalom continues to project deficits. In comparison to last year's budget, you will see several changes. With higher high-end fees, client fees are higher, and the donation line has been adjusted to a more reasonable value, and the salary line has risen as adjusted for cost of living. The EDI project lines have been removed. Confirmed grant funding has been included.

Motion #7: Margaret motioned to accept the Operating Budget for 2024/2025 as presented. Seconded by Julie. Approved.

5. Committee Reports 2023/2024

Helen spoke to the executive committee report. She noted the composition of the committee and the general themes around the committee work.

Greg spoke to the finance committee report. He noted that much of the meetings for the committee are focused on the audit and the budget.

Margaret spoke to the policy and professional standards committee report. She noted the work focused on work that was to be completed in the previous year, updating policy 1 and 4.

Susan spoke to the DAC report. The DAC continues to offer creative ideas in which to connect with donors, new and old, and with the public at large.

Motion #8: Ben motioned to accept the Committee Reports as presented. Seconded by Paul. Approved.

6. Appointment of 2024/2025:

a. Officers

Chair – Helen Eby; Vice Chair – Paul Fast; Secretary – Margaret Andres; Treasurer – Sara Cressman

Motion #9: Allan motioned to appoint the Officers (Chair, Vice Chair, Secretary and Treasurer) as presented. Ben Seconded.

b. Directors

New and continuing directors as presented include: Margaret Andres, Sara Cressman, Helen Eby, Paul Fast, Julie Heimpel, Karen Martin, Carla Santomero, Allan Sauder, Ben Shantz, and Katie Steckly,

Motion #10: Greg motioned to appoint all new and continuing Directors to the fiscal year ending September 30, 2025. Seconded by Karen. Approved.

7. Motion to Endorse 2023/2024 Board Actions

Motion #11: Karen motions 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 Greg. Approved.

8. Other business

No other business.

9. Adjournment

Motion #12: Paul motions to Adjourn. Seconded by Margaret.