



# Annual General Meeting MINUTES

**Monday August 24<sup>th</sup>, 2020 at 7:00 PM**  
1320 5<sup>th</sup> Ave NW  
Calgary, Alberta T2N 0S2

Meeting called to order at 7:13 pm (CM)  
(28 members in attendance)

- 1) Introductions and greetings (7:00pm – 7:15pm)
  - a) Update that on August 15, Ministerial order no. SA: 009/2020 (Service Alberta) was ended, which had allowed for virtually attending the AGM. As a result, those attending virtually are not considered to be in attendance at the Annual General Meeting, as was previously described in the email we sent prior to the AGM.
  - b) Land Acknowledgement
  - c) Introductions:
    - i) Current Board of Directors:
      - (1) Board Chair – Cynthia Mazereeuw
      - (2) Vice Chair – Mary Marson-Troicuk
      - (3) Treasurer – Yasmeen Huq
      - (4) Secretary – David Reese
      - (5) Directors at Large: Matt Crowley, Ximena Gonzalez, Ryan Morstad, Sandra Walker, Kristen Chow, Laila Adams, Executive Director – Kate Stenson (ex-officio)
    - ii) Staff in attendance: Kate Stenson (Executive Director), Karl Kingsly (Facility Services Manager).
    - iii) Special guests viewing virtually: Brenda Annala, (City of Calgary, Neighborhood Partnership Coordinator), Dale Calkins (Ward 7, Senior Policy and Planning Advisor).
  - d) Dedication to Doreen Orman, longstanding community volunteer dedicated to improving Hillhurst and Sunnyside.

2) Adoption of Agenda (7:23 pm – 7:25 pm)

**Motion** to adopt the agenda by Bob Corless, seconded by Yasmeen Huq, motion carried.

3) Greetings from Kate Stenson on behalf of Ward 7 Councilor, Druh Farrell (7:25 pm-7:30 pm)

- a) Recognition of departing board members: Matt Crowley, Ximena Gonzales, Kathleen Kenny, David Reese
- b) Ward updates: increased reports of social disorder in the community, as well as city-wide. HSCA has posted phone numbers to contact in the event there is an issue to report. Recent council approval to increase the flood barrier from a 1:20 year flood level protection to 1:100 year - shout out to Charlie Lund for his persistent advocacy. City is reviewing Residential Parking Permit Policy, engagement is completed and recommendations will be brought to council in the fall. Engagement will begin for a new Area Redevelopment Plan for Hillhurst and Sunnyside. These two communities will be included in a new multi-community plan with West Hillhurst and Hounsfield Heights-Brian Hill. It will be called the Riley Communities Local Area Plan in recognition of the historical links of the Riley family through these communities.

4) Adoption of the Annual General Meeting Minutes from April 30, 2019 (7:30 – 7:35)

**Motion** to adopt the Annual General Meeting Minutes from April 30, 2019 by Bob Corless, seconded by Kristen Chow, motion carried.

5) Report from the Board Chair – (7:32pm – 7:40pm)

- a) Thanks to those that helped pull off the AGM.
- b) This year the board focused on a governance model that centers on efficient and effective systems and policies, strategic insight, and prudent fiscal oversight. Directors and staff participated in a strategic planning session in May of 2019 developing a clear vision and actionable goals for moving forward. Four main purpose areas were identified: connecting and engaging residents, stewarding community planning and development, supporting community initiatives, and focusing social enterprises in the best interests of the community. We talked about strengthening our board governance, improving our recruitment and retention at the board level, improved and updated policies, improved board development, and a review of our board meetings and committee structure. The result is a more streamlined, cohesive board with committees directly related to our mission and goals.

- c) COVID halted some of this progress as the board pivoted to support Kate and staff, but our work will continue to best serve Hillhurst Sunnyside, hopefully for many years beyond. We are battling an ageing facility, which has left us in a precarious spot.
- 6) Treasurer's Report – (7:40pm – 8:00pm) (YH)
  - a) Review of financial statements including:
    - i) Description of assets and restricted cash accounts.
    - ii) Review of liabilities and deferred items.
    - iii) Explanation of income statement being more condensed than was presented last year and a description of the factors causing increased expenses.
    - iv) Review and explanation of the auditor's notes.
    - v) We budgeted for a small loss in 2020 pre-COVID, considered doing a new budget, but things are changing too frequently to allow a forecast for a new budget.
    - vi) We do a projected cash flow 2 months out every month. We still project a loss for 2020.
    - vii) Fielded questions from the members in attendance.

**Motion** to Accept the Audited Financial Statements for the 2019 Fiscal Year by Yasmeen Huq, Seconded by: Sandra Walker, motion carried

**Motion** to waive the appointment of the audit firm for the 2020 Fiscal Year, and delegate authority to the HSCA Board of Directors to approve the appointment of the 2020 auditors by December 31st 2020 – Moved by Yasmeen Huq, Seconded by: Bob Corless, motion carried.

- 7) Report from the Executive Director – (7:50pm – 7:56pm) (KS)
  - a) Refurbishment of the Hearth Room since the last AGM. This space is used for Neighbor Night, Farmer's Market during the indoor season, the Flea Market season and the HSCA Planning Committee.
  - b) It was a busy year for programming, adding a second weekly chair yoga class, participated in Alberta's Local Food Week, hosted two community photo-shoots, led 3 Jane's Walks, supported 4 community-led neighbor day events and provided childcare to over 100 children, most of whom are residents in the community. More stories can be found in the 2019 annual report on our website.
  - c) Looking to the rest of 2020 there are more questions than answers. The impact of COVID-19 on HSCA's operations, finances and future direction has been significant,

resulting in a full closure of our facility in mid-March followed by the temporary lay-off of all staff - an unprecedented, but necessary decision. We have now been able to bring back most of our team and have safely resumed many of the programs and services.

- d) Flea and Farmer's markets are taking place, childcare is slowly re-opening, a new partnership has started with Fresh Routes, rentals are starting to resume, planning meetings and neighbor nights are taking place, but many other programs are on hold, including the Bowview Pool.
  - e) Our current focus is short-term to ensure we can continue to operate to the end of 2020. Consider asking your neighbors to purchase a membership to help us reach our goal of doubling our membership by the end of the year.
  - f) Another big change taking place is Kate will be going on maternity leave in November. Matt Yoens will be filling in. Matt is a community resident and he facilitated our strategic planning process in 2019 so he is well positioned to support the team.
- 8) Community Service Awards (8:10pm-8:15pm)
- a) Community-Service Award – Presented to **Deborah Sword** for taking the Water for Riley project from idea to reality.
- 9) Thank departing Board Members (8:15-8:20)
- a) Matt Crowley, Planning Committee Chair, time served 1 year
  - b) Ximena Gonzalez, Director at Large, time served 2 years
  - c) Kathleen Kenny, Director at Large, time served 2 years
  - d) David Reese, Secretary, time served 3 years
- 10) Elections - (8:20pm – 8:24pm)
- a) Board Members who are in the middle of their two year term – Yasmeen Huq, Cynthia Mazereeuw, Ryan Morstad, Sandra Walker
  - b) Retiring Board Member(s): Matt Crowley, Ximena Gonzalez, Kathleen Kenny, David Reese
  - c) Nominated Individuals for positions on the Board of Directors (6 positions vacant)
    - i) Mary Marson-Troicuk, nominated by Bob Corless, seconded by Brian Troicuk.
    - ii) Kristin Chow, nominated by Ryan Morstad, seconded by Sandra Walker.
    - iii) Laila Adam, nominated by Kristen Chow, seconded by Sandra Walker.
    - iv) David Fanstone, nominated by Bob Corless, seconded by Ken Uyeda.

- v) Hayley Richards, nominated by Lorna Codiro, seconded by Matt Crowley.
- d) Call for nominations from the floor for positions on the Board of Directors (three times).
  - i) Member, Brian Bass, asked the Chair for 5 minutes to speak. Brian Bass was given 5 minutes to speak in regard to David Brindle being removed from the board. (8:05-8:11).
  - ii) Voting on nominees
    - (1) Mary Marson-Troicuk – elected.
    - (2) Kristin Chow – elected.
    - (3) Laila Adams – elected.
    - (4) David Fanstone – elected.
    - (5) Hayley Richards – elected.

11) Question and Answer period (8:40pm-9:00pm)

- a) Q: What will be done with the David Brindle issue? A: we brought this to the Family and Community Support Services (FCSS) and their view is we were correct in our actions and that they were done according to the HSCA bylaws.
- b) Q: What will be done to follow a democratic process for removing David Brindle? A: He was democratically voted out by the board.
- c) Q: How did the board Chair get her position? A: the Chair was elected to the board at the previous AGM.
- d) Q: Given COVID what are the plans for facility in the short term? A: keeping an eye on the cash flow, which is slowly improving. If we get shut down again, we will need to re-forecast. We are also seeking to increase memberships.
- e) Q: Did the City do anything to address lost revenues? A: Yes, a fund was approved for City owned facilities operated by community groups. We received funding from that program. The Provincial government has a small enterprise relaunch grant, we are waiting to hear back on this. We also qualify for the Canada Emergency Wage Subsidy (CEWS) federal grant.

12) Closing Comments, Adjournment (8:20pm)



## BOARD MEETING FOLLOWING THE AGM

1. Discussion of onboarding materials for new board members being digitally available.
2. The HSCA SharePoint site is where board members can find documents, including last year's meeting minutes.
3. Cynthia announced she will be stepping down as board chair, but remaining as a director at large.
4. **Action:** Kate to poll board members regarding in-person meetings.
5. Lisa Chong will stand in as the Planning Committee Chair until a new one is found.
6. Next meeting September 16, 2020 at 7:00. Laila offered to take minutes for the September meeting.