

Action Read Community Literacy Centre
33rd Annual General Meeting Minutes
June 22, 2023 - 4:30pm

Present: Abdul Zarif Rashady, Alan Hurdle, Allianna Samilin, Brenda MacDonald, Brandi Phipps, Bruno Sengmany, Carol Brazil, Catherine Hanson, Cheryl Turner, Claire Legate, Denise Hollingsworth, Don Peters, Emily Ware, James Gray, Jan Sherman, Janet Wood, Jeff Guitard, Joanne Morant, Jordan Bryenton, Joyce Allen, Judy Noonan, Kendra Dewar-McKinley, Kevin Hiehn, Kimm Khagram, Kris Sturgeon, Lynda Lehman, Lynn Veronneau, Madison Hughes, Marla Pagliaroli, Marsha Wallace, Mira Clarke, Nafissa Kerzada, Paul Carter, Paul Mesman, Phil Lilycrop, Ramona James, Robert Ciechanowicz, Scott Everett, Shari Avison, Sohaila Hashimi, Sonia Gil, Susan Bard, Terry Chau (Curtis-Villar Chartered Accountant), Tourialy Safi, Thom Campbell, Trace McKinley, Vicki Curtis (Curtis-Villar Chartered Accountants)

Regrets: Aaron Soch, Aklele Workalema, Amneal Hagos, Barb Shaw, Brye McMorran, Carl Negro, Colleen Harper, David Atkinson, Domenic Leo, Garry Musy, Jacqui Palfi, Kaleb Smith, Leslie Avendano, Lisa Stokman, Maryam Jafari, Michael Moss, Nigel McGee, Rehana (Ester) Easter, Sara Duncan, Somayeh Radieian Kopaei, Stephanie Cantin, Suzanne Thomas, Virginia McDonald, Yasamin Siddique

Minutes: Lynn Veronneau

AGM host: Denise Hollingsworth (Volunteer)

1. Welcome and Introductions - Denise welcomed everyone to the 33rd Action Read Annual General Meeting (AGM). She introduced herself and Paul Mesman who she invited to read the Territorial Acknowledgement.

2. Territorial Acknowledgement - Paul Mesman read the following Statement of Acknowledgment of Traditional Territory:

“As we gather, we are reminded that Guelph is situated on treaty land that is steeped in rich Indigenous history, and is home to many First Nations, Métis, Mixed Ancestry and Inuit people today.

As members of the Guelph community, we have a responsibility for the stewardship of the land on which we live and work. Today we acknowledge the Mississaugas of the Credit First Nation on whose traditional territory we are gathering.

To this end Action Read is committed to an ongoing process and dialogue.”

Date:

Signed by: _____

Signed by: _____

3. Introductions

Denise introduced the Action Read Board of Directors.

4. Purpose of the Annual General Meeting (AGM) and the Agenda

Denise reviewed the purpose of the Annual General Meeting (AGM). She explained the process of voting, how motions are “carried” or not, and who can vote.

Denise explained the purpose of an Agenda, and reviewed the Agenda for the meeting:

- 1) Welcome
- 2) Territorial Acknowledgement
- 3) Introductions
- 4) Purpose of AGM and Agenda
- 5) Minutes from 2022 AGM
- 6) Financial Statement 2022-2023
- 7) By-Laws
- 8) Annual Report
- 9) Elections
- 10) Thanks and Awards
- 11) Announcements
- 12) Close of Meeting

Lynda requested that we present the Community Award right after the Financial Statement.

Denise made a motion to accept the agenda with this change. Scott seconded. All in favour, motion passed.

5. Minutes from 2022 AGM

As the 2022 AGM minutes were previously distributed, we did not read them at the meeting. Denise asked for a motion to approve the 2022 AGM minutes. Scott made a motion to approve these. Kendra seconded. All in favour, motion passed.

6. Financial Statement 2022-2023

Vicki Curtis of Curtis-Villar Chartered Accountants introduced her colleague Terry Chau. She then presented the 2022-2023 Financial Statement (page 10 of the annual report).

A discussion took place around other sources of funding to replace that lost from the United Way. Mira mentioned that the Board of Directors is discussing this. She also reminded everyone of the Action Read Community Literacy Centre of Guelph Fund held at the Guelph Community Foundation, and explained that this fund generates ongoing revenue. Vicki pointed out the amount generated by the Action Read Fund under “fundraising” in the Financial Statement.

Jeff made a motion to accept the 2022-2023 Financial Statement as presented, James seconded. All in favour, motion passed.

Kimm made a motion to accept Curtis-Villar Accountants as the auditor for the next fiscal year 2023-2024. Paul C. seconded. All in favour, motion passed.

7. Community Award presentation

- Kimm presented the **Action Read Community Award** to **Don Peters**.

Kimm spoke briefly about Don's support and leadership in maintaining Action Read's computer system. Don then spoke about his years at Action Read, and how much he will miss our community.

8. By-Laws

Denise explained the purpose of the By-Laws. At this time, we did not put forward any By-Laws changes.

9. Annual Report

Denise presented the 2022-2023 Annual Report, and invited members to read it on their own after the meeting. She added that additional copies are available, and shared that staff will post it on the Action Read website.

10. Elections

Denise reviewed the Board of Directors structure. This year there is one Learner Board position to fill. The following candidate has come forward: **Bruno Sengmany**.

Denise asked for a motion to accept the nomination of Bruno Sengmany. James moved to accept the nomination, Scott seconded. All in favour, motion passed.

The candidate introduced himself and explained why he was interested in serving on the Action Read Board. Since there was one position available and only one candidate, the candidate won by acclamation.

Denise asked for a motion to accept the candidate **Bruno Sengmany** as an Action Read Board Member. Janet moved to accept the candidate, Kendra seconded. All in favour, motion passed.

Trainee Position - Denise explained the purpose of the Trainee Position. Anyone interested should speak with James or Mira.

Date:

Signed by: _____ Signed by: _____

11. Thanks and Awards

Thanks

Marsha thanked the incredible Action Read volunteers who fill so many important roles through their hard work and support. She then acknowledged the accomplishments of our members.

Paul Carter introduced and thanked Action Read's staff: Brenda MacDonald (Family Literacy Coordinator), Jan Sherman (Adult Literacy Facilitator), Joanne Morant (One-to-One Coordinator), Lynda Lehman (Finance Manager), Lynn Veronneau (Administrative Assistant), Mira Clarke (Executive Director), Thom Campbell (Group Learning Facilitator).

Awards

As we presented each award, we shared the accomplishments of each recipient, as outlined in the Annual Report.

- **Betty Bean-Kennedy Memorial Award for Outstanding Literacy Volunteer** - Presented by Joanne Morant to **Carol Brazil**.

After Joanne spoke about Carol's contributions, Carol briefly spoke about what a wonderful experience she has had at Action Read.

- **Shirley Almack Award** - Presented by Joanne Morant to **Shari Avison**.

After Joanne spoke briefly about Shari's accomplishments and the assistance she has given to the Action Read community, Shari thanked everyone for the award.

- **Doris Middleton Award** - Presented by Thom Campbell to **Bruno Sengmany**.

After Thom spoke briefly about Bruno's enthusiasm and determination for learning, Bruno thanked the community and expressed his appreciation for Action Read.

12. Announcements

Denise congratulated the award winners. She asked that they and the Board of Directors meet outside for photos.

Denise invited everyone to the courtyard for food and continued celebrations.

13. Close of Meeting

Denise asked for a motion to close the meeting. Shari made a motion to close the 2023 Annual General Meeting and Scott seconded. All approved, motion carried. Meeting adjourned at 5:15 pm.