

**MINUTES**

**ANNUAL GENERAL MEETING**

**Wednesday, October 7, 2020**

ZOOM Meeting

**Present:**

**Members:** Aisha Toor, Scott Ferguson, Christine Peringer, Dave Burkett, Stephen Graham, Ross Dickson, Sue Landry, Erin Lee Marcotte, Linda Camponi, Hanna Van Alphen, Jane Torrance, Michelle Neville, Katrina Toth, Anthony Van Alphen, Joellen McHard, Mark MacDonald and Margo Bell

**Regrets:** Steve Brown

1. **Welcome and Introductions**  
   Aisha Toor, LCCJ Chair of the Board called the meeting to order at 6:35 p.m. Aisha welcomed everyone to the meeting and introduced the members of the current LCCJ Board of Directors.
2. **Quorum Confirmed**  
   Aisha noted that we have 17 members in attendance, satisfying our quorum requirement of 10 members.
3. **Adoption of the Agenda**

Aisha drew attention to the written agenda included in the package sent before the meeting to all participants.

**Motion:** That the Agenda be adopted as presented

**Moved by:**  Sue Landry **Seconded by:**  Scott Ferguson   **Decision:** Passed.

1. **Approval of the Minutes of the 2019 LCCJ Annual General Meeting**  
   Aisha drew attention to the minutes included in the package sent to all participants before the meeting.

**Motion:**  To accept the minutes from the 2019 AGM as presented

**Moved by:**  Scott Ferguson       **Seconded by:** Christine Peringer    
**Decision:**  Passed.

1. **Reports**
   1. **Board Chair Report**  
      Aisha Toor, Chair of the LCCJ Board, spoke to her Chair report in the Annual Report 2019-2020 and started her remarks by stating that much has changed over the last year and yet much has remained the same. We have created a stable financial future and are confident moving forward. We have a terrific Executive Director working 3 days a week and an excellent Program Coordinator now working 30 hours a week. We remain committed to our community and our vision of building stronger relationships through restorative practices. Aisha noted that nothing happens in this organization without the dedicated Board of Directors, facilitators and volunteers.

**Motion:** That the Chair’s report be accepted as presented

**Moved by:**  Stephen Graham   **Seconded by:**  Hanna Van Alphen

**Decision:**  Passed

* 1. **Executive Director Report**  
     Joellen McHard spoke to her Executive Director’s report in the Annual Report 2019 -2020.  She echoed Aisha’s appreciation for facilitators, volunteers and board members and acknowledged that this is very much a working Board.

One year back in the job she said she was feeling more confident. She acknowledged that our bookkeeper, Theresa Welsh had resigned and welcomed the new bookkeeper Katie Pomery.

Joellen recognized a long-time supporter of LCCJ Carol Marriner who passed away. She thanked Linda Camponi who has been with LCCJ since 2007 in different positions over time, being both a board member and facilitator. Linda is moving on to other projects - she will be sorely missed. Joellen also acknowledged and thanked Sue Landry for her work on our golf tournament and Al Howard for facilitating a Board planning session.

Joellen also acknowledged that 2020 was the 20th anniversary of LCCJ – it began July 7, 2000 and said we were not sure how to celebrate during COVID times, but it was indeed something to be celebrated…

Joellen also thanked Frazer Scantlebury, former Regional Director of United Way East Ontario, who retired and has moved to Oakville and welcomed Jane Torrance, Acting Regional Director of United Way East Ontario.

And lastly, but certainly not least, she congratulated Sheri Halladay, our Program Coordinator for 20 years of service with LCCJ.

**Motion:** To accept the Executive Director’s report as presented    
**Moved by:** Dave Burkett   **Seconded by:**  Aisha Toor    
**Decision:**  Passed

* 1. **Treasurer’s Report**  
     Dave Burkett, Treasurer referred to the finances as reported in the Annual Report 2019-2020.  Dave highlighted that LCCJ was able to put $10,000 in a reserve / contingency fund. We end the year with a $6,000 surplus and thanks to a successful fundraising campaign in 2019, $30,000 of revenue was deferred to 2020-21 operations.

The Board continued to work on financial control and have put in place new controls.

Question:  *Where was the money raised from the golf tournament shown in the financial statement?*  
Response: *Money raised in 2019 was included in deferred revenue*

**Motion:** That the Treasurer’s report be accepted as presented  **Moved by:**Dave Burkett **Seconded by:** Ross Dickson

**Decision**:  Passed

1. **Motion:  Acceptance of audited financial statements for 2019-2020**  
   **Moved by:**  Dave Burkett    **Seconded by:**  Sue Landry     
   **Decision:**  Passed
2. **Motion:**  **Appointment of Allan & Partners LLP as auditor for 2020-2021**  
   **Moved by:**  Dave Burkett    **Seconded by:**  Stephen Graham   
   **Decision:**  Passed
3. E**lection of Directors**
   1. **Thank you to retiring members**  
      Scott Ferguson, Past Chair and chair of the governance committee thanked retiring Board member Steve Brown for his work and dedication to the Board.
   2. **Approval of New Board Members**  
      Scott explained that according to our Bylaw, LCCJ will have at least seven and a maximum of nine people on the Board of Directors.  Dave Burkett has been temporarily filling a Board Member position. Scott put forward the nomination of Dave Burkett as a member of the Lanark County Community Justice Board of Directors
4. **Presentation of the Board member(s) for Election**David Burkett
5. **Approval of New Board Member(s)**

**Motion:**  To accept David Burkett as a member of the Board of Directors of Lanark County Community Justice  
**Moved by:**  Scott Ferguson       **Seconded by:**  Aisha Toor  
**Decision:**  Passed.

Christine Peringer, Vice Chair noted that Scott may well not be at our next AGM and

wanted to thank him for all his work and dedication to the Board. Scott was Chair

during the most difficult year of our organization. His positivity and leadership were

appreciated.

**Open Discussion:**

Jane Torrance shared that when she accepted the position of Acting Regional Director

of United Way East Ontario, she ensured that she would be able to continue her role

with LCCJ as a facilitator.

Steve Graham addressed the issue of diversity on our Board and noted that the Board

Is in discussion of the matter.

1. **Closing Comments**

Aisha thanked everyone in attendance for participating. She also thanked Margo Bell for her work on the Annual Report and Joellen McHard for creating a successful ZOOM AGM.

She ended with a section of the poem ‘A Great Wagon’ by Rumi

“Out beyond ideas of wrongdoing and rightdoing,

There is a field. I’ll meet you there.

When the soul lies down in that grass,

The world is too full to talk about.

Ideas, language, even the phrase each other

Doesn’t make any sense.

The breeze at dawn has secrets to tell you.

Don’t go back to sleep.

1. **Motion to Adjourn  
   Moved by:**  Jane Torrance **Seconded by:** Sue Landry  
   **Decision:** Passed.

The AGM was adjourned at 7:20 p.m.