



## **35<sup>th</sup> Annual General Meeting Minutes**

Tuesday, June 8, 2021. 7:00 PM

Via Zoom: <https://us02web.zoom.us/j/89601583985>

### **1. Opening prayer - Sister Margarete St. John, SP**

Sister Margarete St. John opened with a prayer for the moms and children living at WINGS and the Home Next Door. She asked for a blessing upon WINGS' dedicated staff, Board members, volunteers, and generous benefactors who make it possible for the families to receive the help that they need.

### **2. Call to order and welcome: Cathy Jo Kickham**

- Cathy Jo called the meeting to order at 7:00pm
- 25 members attended via zoom. Quorum reached
- Reminder to all members to pay their 2021/22 membership fee of \$5
- Treaty 6 territory acknowledgment
- Available for review online for this meeting:
  - 35<sup>th</sup> AGM Agenda
  - 35<sup>th</sup> Annual Report
  - September 8, 2020 AGM minutes
  - Current Bylaws (2003)
  - Proposed Bylaws
  - Bylaws with Tracked Changes

### **3. Minutes of the Last Annual General Meeting – Sept 8, 2020**

Moira Walker made a MOTION to accept the minutes as presented. Tami Wetmore SECONDED the motion. All in favour was asked and the motion was CARRIED.

### **4. Message from the President – Cathy Jo Kickham**

There have been many wonderful accomplishments at WINGS over the past year. With the recent transition of leadership in October 2020, Kathy Collins has done an exceptional job leading WINGS staff and families through the challenges of the pandemic.

Cathy Jo reported to members that she will take her mandatory 1-year break according to WINGS bylaws, as she has served 6 consecutive years on the Board. Following the Annual General Meeting, there will be a separate Board of Directors meeting where Linda Churchill will be recommended for the Chair position for the 2021/22 fiscal year.

Cathy Jo thanked each board member individually, as well as the dedicated staff, membership, and generous donors and benefactors who generously support WINGS throughout the year.

## **5. Executive Director's Report - Kathy Collins**

Kathy Collins opened by thanking all of the past and current supporters of WINGS. She feels privileged to be part of the WINGS team and community who strive to change the world through their support of WINGS' families. WINGS has supported over 3,500 women and children since its inception.

In 2020/21, the Covid-19 pandemic tested the resolve of all involved with WINGS of Providence. The past year was filled with hope demonstrated by both staff and residents. When faced with challenges, all were able to adapt quickly to change directions and continue to move forward. The families who live at WINGS put their trust in the staff as they embark upon their remarkable journey of healing and independence. The staff consistently provide a high level of care and attention in their support of the residents. The social workers, youth workers, childcare workers, security staff, caretakers and facility staff work as a team to assist each other and ultimately the families they serve.

The community that supports WINGS understands the toll that domestic violence takes on families. In order to continue to provide the best services possible, everyone stepped up in meaningful ways to continue to pursue the mission of WINGS. The generosity of the community is inspirational. WINGS' families struggle to make ends meet. Food security is a serious matter for many. The community consistently shows up by providing bread, assorted foods, grocery gift cards and nutritious meals and snacks for the children in the daycare and childcare programs. This support is invaluable as families' focus on rebuilding their lives.

Innovations in programming continued in spite of the pandemic. Due to the generosity of our donors, WINGS was able to:

- Hire a tutor for youth who require scholastic assistance. Schooling presented new challenges as Covid-19 required students to transition several times from online to in person classes. Having the support of a tutor has been very positive on the children and we hope to continue this post pandemic.
- Launch an exercise program, implemented by WINGS' nurse practitioner, where the residents participate in a weekly exercise regime that they can do on their own and then discuss and adjust at follow up meetings.

The non-profit world was confronted with fund development challenges which WINGS was not immune to. In 2020 several events had to be cancelled or postponed due to the virus and the necessity to refrain from any group gatherings. Again, in spite of this, supporters of WINGS prevailed. WINGS small but incredibly mighty volunteer Special Events Committee dug deep and launched exceptionally successful events in the virtual world.

Kathy thanked WINGS staff for their exceptional hard work and dedication, as well as Cathy Jo Kickham and Tami Wetmore who will take their mandatory 1 year break according to WINGS Bylaws.

## 6. Special Resolution, Proposed Bylaws - Sister Margarete St. John

Sister Margarete St. John reported that the Board of Directors have worked diligently over the past several months to review and revise WINGS existing bylaws, which were last amended in 2003. The Board decided that an update to the bylaws were required after several years had passed since the last formal review. The intention of these amended bylaws is to guide the Board of Directors future actions and decisions, while maintaining WINGS primary focus, which is to save lives, and create futures for women and children fleeing domestic violence.

The proposed amendments capture the current realities of the Society; many of the changes were formatting and adjusting for numbering or grammar. More substantive changes include updated descriptions of the roles of the Board Officers and Standing Committee structure.

WINGS current Bylaws, Proposed Bylaws, as well as tracked changes of the Bylaws, were made available on WINGS website for review. The Bylaw changes were both mailed and emailed to WINGS membership at least 30 days in advance of this meeting.

Member Mary Lou Veeken proposed an amendment to the proposed Bylaws under Section 9 (Treasurer), to add that the Treasurer is responsible for ensuring that a budget is in place in addition to his/her other responsibilities listed. Members agreed to this amendment, and that HR & Governance Committee member, Sister Margarete St. John would make this alteration. The amended Bylaws would then be available on WINGS' website for review.

The Special Resolution to repeal WINGS 2003 Bylaws and replace them with the proposed bylaws presented, including the amendment to Section 9 (Treasurer), was MOVED by Sister Margarete St. John, SECONDED by Linda Churchill, and carried unanimously.

*\*Please Note: After submitting these approved Bylaws to Alberta Corporate Registry, WINGS was notified that the Bylaws could not be filed due to minor deficiencies. WINGS Governance & HR committee worked to address all deficiencies outlined as per Section 9(4) of the Societies Act and called for a Special Meeting to be held on November 30, 2021, 7pm, via zoom.*

*WINGS revised Bylaws, as well as tracked changes of the Bylaws, were made available on WINGS website for review. The Bylaw changes were both mailed and emailed to WINGS membership at least 30 days in advance of the meeting. Please see separate minutes attached for the November 30<sup>th</sup> Special Resolution Meeting\**

## 7. Financial Report – Mika Friesen

Mika presented the Financial Report, which included the financial statements as of March 31, 2021. Mika briefly outlined revenues, expenditures, and fund balances; no adjustments made. Mika then opened the floor to questions.

- Cathy Jo Kickham made a MOTION to accept all reports as presented including the audited financial statements for the 2020 – 2021 fiscal year. Tami Wetmore SECONDED the motion. All in favour was asked and the motion was CARRIED unanimously.

- Nicholas Leong made a motion to appoint Kingston Ross Pasnak as Auditors for WINGS' 2021-2022 fiscal period. Anna Mayer SECONDED the motion. All in favour was asked and the motion was CARRIED unanimously.

#### **8. Nominations Report – Dr. Moira F Juliebo Walker**

Dr. Moira F. Juliebo Walker presented the nominations report. The WINGS of Providence Society Board of Directors is comprised of up to 15 members in accordance with the WINGS bylaws. After serving a 3-year term, Mark Thibeault has agreed to stand for re-election for a second term. Mark's continued dedication and excellent work on the Finance, Risk and Capital Planning Committee has proven to be a great asset. Anna Mayer was appointed to the Board in November 2020. Anna brings a tremendous skill set, and a passion for nonprofit work and volunteerism.

In 2020, both Hannah Barrington and Heidi Watson resigned from the Board due to personal reasons; we wish them the best of luck and thank them for their excellent work on the Board.

After 6 consecutive years of service, Board Chair, Cathy Jo Kickham, will be taking her mandatory 1-year absence. Cathy Jo moved into the Chair position in 2017. She has worked diligently with the Board and staff in undertaking a new Strategic Plan, as well as the review and revision of the Board Manual including Bylaws. In addition to examining and modernizing aspects of the Board's governing system, Cathy Jo was instrumental in WINGS re-branding process. Our dedicated supporters may have noticed that the WINGS organization looks a little different these days. The new 'look', including new logo, colours, brochures, as well as key messaging, clearly defines who we are, how we change women and children's lives, and why we need support from our valued members and community.

Tami Wetmore must take her mandatory 1-year absence since serving on the Board since 2015. Tami has brought a wealth of knowledge in many areas and has served as both Vice-Chair and Treasurer over the past 6 years. Tami has provided excellent guidance and expertise while serving on the Finance, Risk and Capital Planning Committee; she will continue to support this committee as a volunteer moving forward.

The Governance & HR Committee proposed election of the following people for a three-year term each, bringing the number of Board members to 15.

- 1. Mark Thibeault**
- 2. Suzanne Harbottle**
- 3. Anani Klutse**
- 4. Jennifer Morrison**
- 5. Carmen Werbowetsky**

- *These nominations were duly submitted in writing 30 days prior to this annual meeting.*
- *Nominee's Bios were made available for members to review in the 35<sup>th</sup> Annual Report.*

Moira F. Juliebo Walker made a MOTION to accept the nominations report. Cynthia Zutter SECONDED the motion. All in favour was asked and the motion was CARRIED.

The WINGS Board of Directors for the 2021-22 fiscal are as follows:

*Linda Churchill*

*Marcia McDonald*

*Katie Clackson*

*Nicholas Leong*

*Mika Friesen*

*Dr. Cynthia Zutter*

*Jonathan Kitteringham*

*Sister Margarete St. John*

*Mark Thibeault*

*Dr. Moira F Juliebo Walker*

*Anna Mayer*

*Suzanne Harbottle*

*Carmen Werbowetsky*

*Jennifer Morrison*

*Anani Klutse*

## 9. Adjournment

- Cathy Jo moved to adjourn the meeting at 7:45pm and thanked everyone who attended.
- Memberships available online \$5.00.
- Following the Annual meeting there was a brief Board of Director's meeting for election of officers.

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