



**CANADIAN MENTAL HEALTH ASSOCIATION
NORTH AND WEST VANCOUVER BRANCH**
MINUTES of the **ANNUAL GENERAL MEETING (AGM)**
Held on **Monday, September 14, 2020**
Via Zoom

Society Members Present: Josh Radcliffe, Maureen Lee, Nick Argue, Tracey Evans, Ahmad Soleiman, Troy Myers, Jaspreet Dhillon, Anne Kinvig, Julie Menton, Edwin Fok

Guests: Julia Kaisla, Rachel Rocco, Lindsey Murphy, M.J., Maria Watson, Donald Johansson, Talayeh Jamshidi

Welcome and Call to Order

Josh Radcliffe, Board Chair, officially called the meeting to order at 6:07 pm and acknowledged that CMHA NWV and many of the members are located on the unceded territory of the Coast Salish peoples: the Squamish, Musqueam and Tsleil-Waututh Nations. He then welcomed those in attendance and explained how voting in the virtual AGM would take place.

Minutes of the Last Annual General Meeting

The minutes of the 2019 Annual General Meeting were presented for approval.

It was moved by Anne Kinvig and seconded by Jaspreet Dhillon that the minutes of the Annual General Meeting of the Canadian Mental Health Association North and West Vancouver Branch, held on September 16, 2019, be adopted as published...Carried.

Leadership's Report

Julia Kaisla, Executive Director, on behalf of the leadership team, presented a report on operations.

Ms. Kaisla discussed the successes of the last year with regards to the three-year strategic plan, which included three key areas: programs, people and financial stability. Under the programs umbrella, CMHA NWV has seen the development of a new metric for programs to improve quality of life for those accessing services, an expansion of services on the Sunshine Coast, and increased advocacy at the municipal level. CMHA NWV has focused on retention of staff and has seen an increase in wages and benefits over the last year. CMHA NWV has increased their 'fees for service' offering to improve financial stability. Ms. Kaisla welcomed Rachel Rocco who will help CMHA NWV to increase investment opportunities to stabilize programming.

Ms. Kaisla explained how the organization has pivoted during the Covid-19 pandemic and has been effective in continuing services during this unprecedented time.

Going forward, Ms. Kaisla acknowledged that there is work to be done at all levels to continue to work towards reconciliation, anti-racism and to address Canada's colonial history.

The Annual Report was dedicated to the memory of Kiera Walsh. Ms. Walsh will be remembered as an important part of the CMHA NWV family for creating an empathetic and safe space for all.

Ms. Kaisla concluded by thanking the Board of Directors, the staff and colleagues at CMHA, and key allies.

Treasurer's Report

Nick Argue, Treasurer for the year 2019-2020, on behalf of the Finance Committee and Finance Manager, presented this report.

Mr. Argue explained that CMHA launched its first ever donor-advised endowment fund housed at the Vancity Community Fund, with a year-end balance of over one million dollars. This new fund will allow for stability to programming and also allow increased reach for CMHA NWV services.

The organizations total revenues were significantly higher than the prior year due to several large donations.

Mr. Argue noted that the financial statements show a loss, however this is the result of transferring the proceeds of an asset on the balance sheet to the endowment fund as an expense contribution to the fund. It was explained that had this transfer not been carried out as an expense that CMHA NWV would have a year end operating profit and had exceeded the budget by \$42k.

It was noted that Hope Café closed in March 2020 when the Hope Centre was closed to the public due to the Covid-19 pandemic

Audit Report

Nick Argue, Treasurer, on behalf of the Finance Committee and Finance Manager, reported on the CMHA NWV Audit Report.

It was moved by Jaspreet Dhillon and seconded by Josh Radcliffe that the financial statements, including the External Auditors' Report, for the period ending March 31, 2020, as published and presented, be adopted... Carried

Appointment of the External Auditors

Nick Argue, Treasurer, formally presented the recommendation for the Board of Directors to appoint the firm Thomkins Wozny as external auditor for the 2020-2021 fiscal year.

It was moved by Maureen Lee and seconded by Anne Kinvig that the Board of Directors appoint the firm of Tomkins Wozny as External Auditors for the Canadian Mental Health Association North and West Vancouver Branch for the fiscal year ending March 31, 2021...Carried.

Report of the Executive Committee

Josh Radcliffe, on behalf of the Executive Committee, acknowledged that it has been a challenging year globally and applauded the efforts made by CMHA NWV and the Board of directors to maintain the momentum of the previous year. The executive committee has continued to refine board policy, training and recruitment. Mr. Radcliffe looks forward to continuing this work by reviewing and addressing areas for improvement that were highlighted in this year's Board evaluations.



The past year saw the founding of the Fundraising Committee which will work to increase investment in CMHA NWV to extend services.

Mr. Radcliffe concluded by thanking the Executive Director and CMHA NWV team for going above and beyond during this challenging time and for their tireless advocacy.

Director Elections 2020-2021

Josh Radcliffe conducted the election of Troy Myers to his first term along with Ahmad Soleiman and Edwin Fok to their second terms.

It was moved by Maureen Lee and seconded by Nick Argue to elect Troy Myers, Ahmad Soleiman, and Edwin Fok to the Board of Directors of the Canadian Mental Health Association North and West Vancouver Branch...Carried.

Other Business

There was no new business brought before the meeting.

Adjournment

Josh Radcliffe thanked the Board of Directors for their contributions to CMHA NWV and those in attendance before calling for a motion to adjourn the meeting.

It was moved by Maureen Lee and seconded by Anne Kinvig that the 2020 Annual General Meeting of the Canadian Mental Health Association North and West Vancouver Branch be adjourned...Carried.

The meeting was adjourned at 6:31pm.