



**CANADIAN MENTAL HEALTH ASSOCIATION
NORTH AND WEST VANCOUVER BRANCH
MINUTES of the ANNUAL GENERAL MEETING (AGM)
Held on Monday, September 9, 2024
Lions Gate Community Centre – River Room**

Society Members Present: Andrea Krupa, Andrew Leonard, Anne Kinvig, Carly Crawford, Fenneke Tjallingii-Brocken, Grahame Lyons, John Goodman, John Miller, Joshua Radcliffe, Julie Menten, Karine Russell, Nick Argue

Guests: Bitu Ardakani, Glenda Savage, Talayeh Jamshidi, Tianna Maehara

Welcome and Call to Order

A quorum of members being present, Anne Kinvig, Board Chair, acknowledged that CMHA NWV and many of the members are located on the traditional unceded territories of the Squamish, Musqueam, Tsleil-Waututh Nations. She then welcomed those in attendance and officially called the meeting to order at 6:15 pm.

Minutes of the Last Annual General Meeting

The minutes of the 2023 Annual General Meeting were presented for approval.

It was moved by Anne Kinvig and seconded by Joshua Radcliffe that the minutes of the Annual General Meeting of the Canadian Mental Health Association North and West Vancouver Branch, held on September 11, 2023, be adopted as presented...Carried.

Leadership's Report

Talayeh Jamshidi, Interim Executive Director, presented the leadership team report.

She encouraged everyone to read the Annual Report for a full summary of the events of the year.

Ms. Jamshidi shared her appreciation for members of the CMHA team, including Julia Kaisla, who left her role as Executive Director in December, 2023. It was shared that her impactful contributions to the organization will continue to be a source of inspiration.

Thanks were offered to Anne Kinvig and Sam Dayal for their leadership on the board, as Chair and Treasurer and the commitment and dedication of all of our volunteer board members was recognized.

She commended the management team in the housing program, Circle of Care, PACT, Recovery College, counseling program, and Indigenous peer support program which saw growth and success this year thanks to their dedication and care.

She also acknowledged the efforts of CMHA NWV staff and highlighted the importance of people in the accomplishments of the organization.



A question was raised regarding the interim designation of the Executive Director position and Ms. Kinvig confirmed that the board will be focused on onboarding new directors before determining a course of action for permanently filling the Executive Director role.

Report of the Board Chair

Anne Kinvig, Board Chair, presented the Board Chair report.

She noted that the organization has made much progress in the 6 years that she has served on the board, while always maintaining a connection to our values. Ms. Kinvig shared that this has been a year of transition marked by the Executive Director leadership change. She praised the management team and Talayeh Jamshidi, Interim Executive Director, for their commitment to the branch and staff in this time of change.

Ms. Kinvig shared that improvements have been made this year in tailoring our programs to the communities we serve with the addition of services provided in Farsi, as well as English, in our Outreach, Counselling, Peer Navigation and PACT programs. The launch of our new website also serves to enhance our reach into the community and improve access for clients to our programs and services.

She offered sincere thanks to the staff, volunteers and partners, as well as fellow board members for their care and embodiment of the values of CMHA NWV.

Service awards were presented to departing board members, Julie Menten, Joshua Radcliffe and Nick Argue for their contributions and the expertise they brought to their work on the board. It was shared that Jas Dhillon-Gupta will be seeking election to a 3rd term to support the work of the PACT program for a short duration. Ms. Dhillon-Gupta's service and leadership was recognized as well.

Treasurer's Report

John Miller, Finance Committee member, presented the Treasurer's report on behalf of Sam Dayal, Treasurer for the year 2023-2024.

Mr. Miller made the following comments on the financial statements:

- Revenue was \$4.5 million for the year, a 30% increase over last year
- We ended the year with a \$47k surplus but there were ups and downs over the year that are indicative of the impact timing has on our budget
- A breakdown of our funding sources can be found in the Annual Report which show that Government Sources provided 79% of our funding in 2023-2024
- A slight loss is projected for 2025

Mr. Miller closed by extending his thanks to long-serving Finance Committee member, Joshua Radcliffe for providing insight and support in his first year on the committee and Sam Dayal's first year as Treasurer.



Audit Report

John Miller, Finance Committee member, presented the audit report on behalf of Sam Dayal, Treasurer. It was noted that the Audit was clean.

A member query was raised regarding ongoing maintenance costs for our supported housing programs and Ms. Jamshidi noted that the ongoing costs are shared in partnership with VCH and a number of improvements including new flooring, deck replacement, new stairs and the installation of a heat pump have been made at the houses this year. The importance of ensuring resident safety was highlighted.

A second question was raised regarding the recruitment of new board members and Ms. Kinvig responded that the first step of the process is to review the competencies and experience of current board members so that any gaps can be addressed in the recruitment process. Postings are then circulated in a number of places including Charity Village, our website, LinkedIn and more.

It was moved by John Miller and seconded by Josh Radcliffe that the audited financial statements for the period ending March 31, 2024, as published, and presented, be adopted... Carried.

Appointment of the External Auditors

John Miller, Finance Committee member, formally presented the recommendation for the Board of Directors to appoint the firm Thomkins Wozny LLP as external auditor for the 2024-2025 fiscal year.

It was moved by John Miller and seconded by Julie Menten 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, 2025...Carried.

Director Elections 2024-2025

Karine Russell presented the following candidates for election:

Election to 1st Term: Andrea Krupa, Andrew Leonard, Carly Crawford, Fenneke Tjallingii-Brocken

Election to 3rd Term: Anne Kinvig, Jas Dhillon-Gupta

It was moved by Karine Russell and seconded by Julie Menten to elect Andrea Krupa, Andrew Leonard, Carly Crawford and Fenneke Tjallingii-Brocken to their first term and Anne Kinvig and Jas Dhillon-Gupta to their third term on the Board of Directors of the Canadian Mental Health Association North and West Vancouver Branch...Carried.

Other Business

None.

Adjournment

Anne Kinvig concluded the meeting at 6:50pm.