



MINUTES OF THE MEETING OF **THE 2022 Annual General Meeting**
HELD ON December 6, 2022 at CanLearn Society

Tuesday, December 6th 5:30-6:30
CanLearn Society, 1117 Macleod Trail SE

Call to Order

As a quorum of the CanLearn Society membership was present (10 members), at 5:45pm, Heather MacBeath, Board Chair, called the meeting to order.

Heather MacBeath provided a Land Acknowledgement.

Heather MacBeath reviewed the voting protocol to ensure voting was carried out in accordance with the bylaws.

AGM Objectives Overview:

1. Chair Report
2. CEO Report
3. Presentation of Financial Statements
4. Appointment of the Auditor for 2022/2023
5. Election of the Directors of 2023
6. Ratifying and Confirming the Acts of the Directors and Officers

Approval of the 2022 AGM Agenda

The agenda for the AGM was circulated electronically in advance of the meeting. A copy was made available for viewing during the meeting.

Upon motion (2022_12_06_#1) duly made by **Heather MacBeath** and seconded by **Elizabeth Pratt**, it was resolved to approve the **2022 AGM Agenda. Unanimous vote. Zero abstained. Motion was carried.**

Approval of the 2021 AGM Minutes

The 2021 AGM minutes were circulated electronically in advance of the meeting. A copy was made available for viewing during the meeting.

Upon motion (2022_12_06_#2) duly made by **Heather MacBeath** and seconded by **Natalie Ilkiw**, it was resolved to approve the **2021 AGM Minutes. Unanimous vote. One abstention. Motion was carried.**

Report of the Chair

1. This was Heather MacBeath's first year as Chair and appreciated the strong guidance and support from the previous Chair, Danny Chiarastella.

2. It was noted how the organization had successfully adapted over the course of the previous year as we recover from COVID and incorporate the learnings over the past few years into our current programming (a hybrid of virtual and in-person programming).
3. Heather thanked the 2022 Board of Directors and noted that she is looking forward to what the board and CanLearn as a whole will accomplish next year.

Report of the CEO

1. Resilient – CanLearn’s longevity is in the minority for organizations like ours. Although mental health has been a long-time priority, our focus on publicly promoting mental health as a key area is new for CanLearn and we are continuing to step into the new area publicly; thank you to Dr. Heather Baker for her leadership in this space.
2. Rebrand – this year we worked with Evergreen Digital Marketing and hired intern Raegan Frenette (from Mount Royal) to help implement our rebrand. We kept Raegan on part time after the internship ended to continue to build on the success of the recent rebrand. The rebrand helped us reach new heights. Our focus on marketing is to ensure we reach every Calgarian so they don’t have to hunt around for help – we want to avoid “we wish we knew about you earlier”.
3. IT – we worked with external organizations to improve our IT governance and ensure that our IT systems are efficient and secure.
4. PGI for Literacy event ended after 30 years – it was a wonderful opportunity to thank Pamela and Robert Simpson for their years of support and we look forward to seeing
5. A People Plan - the strength of agency lies with the people – Dr. Heather Baker lead our ARDEI committee where a focus on strengthening partnerships was identified as a priority; this year we also established staff longevity award, named after Dr. Anne Price

Presentation of the August 31, 2022 Year End Financial Statements

A huge thank you to Deanna Shymkiw Yeo for stepping in as Treasurer for a second time (stepped in when Treasurer resigned mid-year). Kaitlin Loeppky from our auditors, RSM Alberta LLP, was present.

Deanna presented the financial statements and provided the Treasurer’s report. Notable highlights include:

- our assets increased by \$77,000
- Income statement growth in Fee for Service (75K increase or 4%)
- expenses relatively constant, with a small increase in salaries

- Fair market value of endowment decreased (however it is in line with market)
- Despite this recorded loss on paper, our cash position continues to remain strong and supports our operational needs.
- 2022 has been another year of steadiness and stability.

The floor was open to questions, but there were none.

Upon motion (2022_12_06_#3) duly made by **Deanna Shymkiw Yeo** and seconded by **Linda Johnson**, it was resolved to approve the 2022 Financial Statements as presented. Unanimous vote. Zero abstained. Motion was carried.

Appointment of the Auditor for 2022/2023

Deanna Shymkiw-Yeo thanked RSM for their time over the past year and acknowledged that CanLearn went out to tender. As a result, Li Tang (CanLearn accountant) and the Finance committee are comfortable retaining RSM as our auditor.

Upon motion (2022_12_06_#4) duly made by **Deanna Shymkiw Yeo** and seconded by **Amanda Calleberg**, it was resolved to appoint RSM Alberta LLP as auditor for the fiscal year ending August 31, 2023. Unanimous vote. Zero abstained. Motion was carried.

Election of the Directors for 2023

Elizabeth Pratt, Vice Chair, provided an overview of the recruitment process and highlighted the need to fill key vacancies on the Finance committee, while filling out the remaining committees.

Elizabeth Pratt, presented the slate of Board candidates for election to the Board of Directors. The slate was circulated and was presented for review as follows:

1. Amanda Calleberg
2. Christy Liu
3. Kate Schutz
4. Martha Nystrom
5. Rachel Meilleur
6. Shauna Walsh Cann

Upon motion (2022_12_06_#5) duly made by **Elizabeth Pratt** and seconded by **Natalie Ilkiw**, it was resolved to appoint the slate of directors as presented. Unanimous vote. Zero abstained. Motion was carried.

There was also the matter of re-appointing one director, Heather MacBeath, for a second term.

Upon motion (2022_12_06_#6) duly made by **Elizabeth Pratt** and seconded by **Alex Brierly**, it was resolved to appoint the slate of directors as presented. Unanimous vote. Zero abstained. Motion was carried.

Ratifying and Confirming the Acts of the Directors and Officers

Upon motion (2022_12_06_#7) duly made by **Heather MacBeath** and seconded by **Jesse Stilwell**, it was resolved to ratify and confirm the acts of the directors and officers. Unanimous vote. One abstention. Motion was carried.

Other Business

1. Krista's 10-year anniversary as CEO: Nada J acknowledged that it was Krista's 10-year anniversary as CEO of CanLearn and recognized Krista's dedication and strong leadership with a PointPoint presentation containing quotes from past and present CanLearn staff, board and donors.
2. Krista's board acknowledgements: Krista thanked Heather MacBeath for her commitment to CanLearn and hard work as Chair this past year. Krista thanked Elizabeth Pratt for c-chairing the PGI for Literacy event alongside Heather. Krista thanked Deanna Shymkiw Yeo for stepping in as Treasurer for a second time.
3. Heather MacBeath acknowledged the 2022 board members who are not returning to the 2023 Board (Helen Squance and Sabrina Brock) and those who left throughout the year (Mike Peters and Krishna P) and thanked them for their service to CanLearn.

Adjournment

Meeting was adjourned at 6:23 pm by Heather MacBeath, Board Chair.



Heather MacBeath, Board Chair



Elizabeth Pratt, Board Vice-Chair