

MINUTES
ANNUAL GENERAL MEETING
VOLUNTEER OTTAWA
4:30 pm, Thursday, May 17, 2018
BDO Boardrooms, 363 Coventry Road, Ottawa, Ontario

MEMBERS PRESENT:

Nancy Beerkens	Joel Bisson
Anne Butler	Paula Coons
Karine Diedrich	Lola Dubé-Quibell
Karen Groutsche	Taylor Galloway
Abid Jan	Adam Janes
Alice Kubicek	Claire Marshall
Jevone Nicholas	Cathy Philpott
Tracey Pope	Natalie Rumscheidt
Mahima Sharma	Jason Solomon
Evelyn Spence	Adrienne Vienneau
Asiyeh Norouzpour	Claudia von Zweck
Dobriła Rancic Moogk	Liz Tyrwhitt
Snezana Minic	Kristin Janson

MEMBERS REPRESENTED BY PROXY:

Carol Wu

1. OPENING REMARKS

Chair Nancy Beerkens welcomed everyone to the 2018 Annual General Meeting.

2. CALL TO ORDER AND CONFIRMATION OF QUORUM

After confirming that quorum was present, Nancy Beerkens called the meeting to order at 4:51 p.m. She asked if there were any additions to the Agenda and hearing none asked for a motion to approve the agenda, as circulated.

MOVED by Claudia von Zweck and SECONDED by Anne Butler, that the agenda be approved as circulated.

Motion Carried.

3. CHAIR'S REPORT

Nancy presented her report highlighting the changes that have occurred at VO in the three short years that she has been on the Board with emphasis on our three pillars – building expertise, fostering collaboration and promoting volunteerism. She thanked Dobriła Rancic Moogk for her leadership during this time of transition and recognized the leadership of Executive Director Marie Eveline.

4. EXECUTIVE DIRECTOR'S REPORT

Executive Director Marie Eveline presented her report focusing on the successes our three core programs have experienced in the past couple of years especially in terms of participation and revenue

generation. The importance of operational change was highlighted and VO as a model for doing things differently was stressed. She thanked the Board, staff and volunteers for their support and hard work over the past year.

5. APPROVAL OF MINUTES

MOVED by Anne Butler and SECONDED by Dobrila Rancic Moogk that the minutes of the May 18, 2017 Annual General Meeting of Volunteer Ottawa be accepted as presented.

Motion Carried.

6. APPROVAL OF FINANCIAL STATEMENTS

Nancy asked Treasurer Asiyeh Norouzpour to present the 2017 audited financial statements. Asiyeh reviewed the report highlighting key sections of the statements and providing explanations for various aspects of the report. She concluded by stating that, in the auditors' opinion, the financial statements present fairly the financial position of VO as of December 31, 2017.

Claire Marshall from OrKidstra requested clarification as to why the expenditures on travel and professional development declined between 2016 and 2017 and Executive Director Marie Eveline explained that it was due to the reduction in project related funding which provided for travel expenses.

MOVED by Lola Dubé-Quibell and SECONDED by Joel Bisson that the financial statements of Volunteer Ottawa for the financial year ended December 31, 2017, be approved as presented.

Motion Carried.

7. APPOINTMENT OF AUDITORS

Asiyeh explained that every three years VO undertakes a request for proposals for auditors and as a result of the review it is being recommended that VO continue to have Collins Barrow serve in this capacity.

MOVED by Anne Butler and SECONDED by Lola Dubé-Quibell that Collins Barrow, Chartered Professional Accountants be appointed auditors of Volunteer Ottawa until the close of the next annual meeting and the Directors of Volunteer Ottawa be authorized to fix the auditor's remuneration.

Motion Carried.

8. CONFIRMATION OF DIRECTORS

MOVED by Asiyeh Norouzpour and SECONDED by Anne Butler

THAT Kristin Janson, Alice Kubicek, Tracey Pope, Natalie Rumscheidt, Mahima Sharma, Jason Solomon and Evelyn Spence be elected directors of Volunteer Ottawa to hold office until the 2020 annual meeting of the members of Volunteer Ottawa, or until their successors are elected or appointed,

THAT Anne Butler, Asiyeh Norouzpour and Claudia von Zweck be re-appointed as directors of Volunteer Ottawa for a two year term ending 2020 or until their successor is elected or appointed, and

THAT Nancy Beerkens, Christina Bova, Adrienne Vienneau and Lola Dubé-Quibell, directors of Volunteer Ottawa whose terms of office have not expired or are not up for renewal shall continue to serve as

directors and to hold office until the next Annual General Meeting of members or until their successors are elected or appointed.

Motion Carried.

9. BOARD RECOGNITION

With the election of new members to the VO Board of Directors, Chair Nancy Beerkens said thank you and good bye to the following Directors who have served VO faithfully over the past number of years: Joel Bisson, Colette Downie, Robin Jackson, Claudia Newman, Jevone Nicholas, and Dobrila Rancic Moogk. Those Directors in attendance were presented with a certificate and token of appreciation.

Nancy then explained that this year Volunteer Ottawa approved establishment of the Lifetime Membership Award to be given to those individuals who are or have been active within Volunteer Ottawa, have rendered exemplary service to the organization, and whose knowledge and accomplishments in the field entitle them to special recognition. She then announced that she was honoured to present this award to two Past Chairs of Volunteer Ottawa Dobrila Rancic Moogk and Claudia Newman.

Nancy then called on Executive Director Marie Eveline to make a presentation to Paula Coons, VO staff member who has left the organization after fourteen years with VO. Paula was presented with a certificate of appreciation and flowers with thanks and regret.

10. PANEL PRESENTATION: VO in Review – A look back and a look forward

Chair Nancy Beerkens stated that VO has been working hard over the past year to strengthen the not for profit sector through three key programs – education, membership and VO Connect. She called on Sue Seebach, Director Programs and Communications with VO to introduce our panel presenters.

Sue introduced Adam Janes from Christie Lake Kids who talked about his experience as a member with VO's volunteer matching program. Adam has spent the past 3 years at Christie Lake Kids with the last two as the volunteer coordinator tasked with revamping Christie Lake Kids volunteer program.

She then introduced Cathy Philpott from Wapoos Farm who presented on the VO Connect program and the impact it has had on the success for the farm.

Finally, Sue invited Gina Hill to provide an overview of our new Diversity in Leadership Ottawa (DLO) program funded by the Trillium Foundation. Gina summarized the objectives of the program and announced the launch of the website.

Nancy thanked the guest presenters and stressed that their stories continue to remind us why we do what we do and the important role of volunteering in Ottawa.

11. ADJOURNMENT AND SOCIAL

With the conclusion of the presentations, Nancy invited everyone to stay and attend the reception and network with Board members, staff and VO member organizations. She also reminded Board members of the meeting following the AGM.

MOVED by Lola Dubé-Quibell and SECONDED by Claudia von Zweck that the 2018 Volunteer Ottawa AGM be adjourned.

Motion Carried.

The meeting adjourned at 5:40 pm.

Nancy Beerkens
Chair of the meeting

Claudia von Zweck
Secretary of the meeting