Minutes of the 2020 Annual General Meeting of St. James Town Family Literacy Services operating as Community Matters Toronto

A Virtual Meeting held on October 29, 2020 at 6:00 p.m.

Attendance: Surabhi Khare, Vishal Reddy, Dr Nicodeme Mugisho, Margaret Coshan, Alan Posner, Doug Fisher, Chris Hallett

1. The meeting was called to order by Chris Hallett at 6:00 p.m.

**MOTION**

On a motion made by Vishal Reddy, seconded by Dr. Nicodeme and approved unanimously, Surabhi Khare was appointed secretary of the meeting

1. Honouring Sandy Macpherson

Chris Hallett recognized the passing of Sandy Macpherson, a longtime Director of the organization and asked for individual comments and remembrances from those present

Those present remembered him as a wise and disciplined contributing member of the Board, a neighbour, a friend and one whose career had contributed to an improved well being of his fellow citizens. In particular, his tireless efforts and steadfast support to lead the anti-smoking drive at the City of Toronto and his profound understanding of the operating principles of Community Matters were noted.

Consideration of a legacy was discussed and the following MOTION was made and carried

**MOTION**

On a motion made by Dr. Nicodeme, seconded by Vishall Readdy the organization established an annual Bursary for students living in St. James Town who wished to pursue a career in Community Health

Vishall Reddy, Doug Fisher and Margaret Coshan agreed to strike a sub-committee to create the Bursary.

1. Presentation of Audited Financial Statements

Alan Posner presented the audited financial statements for the organization for the year ended December 31, 2019. After discussion the following motion was made

**MOTION**

On a motion made by Vishal Reddy, seconded by Surbahi Khare and approved unanimously the audited financial statements for the year ended December 31, 2019 were approved.

1. Motion to Appoint Allan Posner, Posner Ma as auditors for the 2020 fiscal year

**MOTION**

On a motion made by Visal Reddy, seconded by Chris Hallett and approved unanimously Posner Ma were appointed as auditors of the organization for the year 2020.

1. Review of Financial Position

Vishal Reddy, as Treasurer of the organization provided a through review of the financial position of the organization. A copy of the review is attached

1. Presentation of Slate of Proposed Board Members

Chris Hallett presented the following slate of proposed directors of the organization to be in place until the next annual meeting

 Vishal Reddy

 Surabhi Khare

 Dr Nicodeme Mugisho

 Chris Hallett

**MOTION**

 On a motion made by Chris Hallett, seconded by Surabhi Khare and approved unanously the slate of Directors was approved to serve until the next annual meeting.

1. Comments of the Executive Director

Margaret Coshan provided an update on the operations of the organization. She reiterated the contribution Sandy Macpherson had made to the organization as a friend and mentor. Margaret noted the unwavering commitment of our Community Assistants and volunteers during the pandemic, noting their ability to adapt and recommit to their neighbours in difficult times. We wanted to express our special thanks to them. She also noted the contribution of our partners as well as the opportunities we have to develop new partnerships as the needs of our community change in particular the strengthening of our relationship with Building Roots.

As we are now at the end of our Public Health grant the opportunity is presented to re think our approach to the community as the population, conditions and needs have changed. She anticipates a re think of our approach in the coming year, once Community Matters has weathered the challenges posed by COVID.

1. Close of Meeting

There being no other business the following motion was made

**MOTION**

On a motion made by Dr. Nicodeme, seconded by Surabi Khare and approved unanimously the 2020 Annual Meeting was adjourned