



Annual General Meeting

October 5, 2021 - 7:00pm-8:30pm

Via Zoom

Minutes

1. **Welcome & Overview** (*Cait Glasson*)

Cait welcomed us and offered a territorial acknowledgement.

2. **Member Protocol** (*Cait Glasson*)

a. Voting Procedure

We established the virtual voting procedure.

b. Establishing Conflict of Interest

None were declared

3. **Call to Order** (*Cait Glasson*)

a. Establish Quorum

We established quorum

b. Appoint Recorder, Catherine Harrington

- #### c. Roger Witzel brought the Motion: *That we approve the Annual General Meeting Agenda as presented.* It was seconded by Mark Hartburg and passed.

4. **Reports**

a. President's Report (*Cait Glasson*)

Cait provided a brief history of SPECTRUM and an overview of our programs and services.

b. Treasurer's Report (*Roger Witzel*)

Roger provided a financial overview of the organization and thanked all of our individual donors as well as our program funders and sponsors for their generous support: The Government of Canada and Women and Gender Equality Canada (WAGE), United Way Waterloo Region Communities, City of Kitchener, City of Waterloo, City of Cambridge, Bell Let's Talk, Cambridge & North Dumfries Community Foundation, Region of Waterloo Arts Fund, Kitchener Waterloo Community Foundation, Canadian Women's Foundation, and all of the local businesses who provided support during Pride month and throughout the year.

c. Excelsior Report (*Scott Williams*)

Scott provided an overview of Project Excelsior's goals and the work the team has completed thus far. He thanked Ash Kreider and Shannon Henderson for their hard work, and thanked Janet Egan of WAGE for her support. Scott highlighted our new strategic plan and the four strategic priorities for 2021-2023. He thanked all

of our community partner organizations for working with us to increase our capacity to serve 2SLGBTQ+ people in Waterloo Region.

5. Motions

- a. Luke Runstedler brought the Motion: *That we approve the Minutes of the previous AGM held October 19, 2020.* It was seconded by Jim Parrott and passed.
- b. Roger Witzel brought the Motion: *That we adopt the Financial Statements of SPECTRUM for the fiscal year of August 1, 2020 to July 31, 2021.* It was seconded by Luke Runstedler and passed.
- c. Roger Witzel brought the Motion: *That we approve Caissa LLP as our auditors for the fiscal years 2019-2020 and 2020-2021.* It was seconded by Luke Runstedler and passed.

6. Recognition (Tom Connelly)

- a. Jim Parrott – Tom thanked Jim who retired as Executive Director in March 2021, one of the founders of SPECTRUM and still a key volunteer.
- b. Rhiannon Hill – Tom thanked Rhiannon, our former Board Secretary, who served from January 13, 2019 - April 30, 2021.
- c. Suzie Taka – Tom thanked Suzie, a former Board member, who served from October 20, 2019 - July 18, 2021.
- d. Melissa Paige Kennedy – Tom thanked Melissa, our former Development Officer and Transgender Services Coordinator, who served from September 26, 2017 - September 30, 2021. Tom especially noted Melissa's dedication to Project Excelsior. Her work ensured the project's success.
- e. Kristy Skelton – Tom thanked our former Acting Executive Director, who helped steer the organization from March-September 2021.

7. Elections (Cait Glasson)

Slate of Officers

- a. Nic Brewer, Secretary (New Member)
- b. Tom Connelly, President (Second Term)
- c. Hollee George (New Member)
- d. Catherine Harrington, Vice President (Second Term)
- e. Mark Hartburg (New Member)
- f. Luke Runstedler (Second Term)
- g. Cris Sheridan (New Member)
- h. Roger Witzel, Treasurer (Second Term)
- i. Olivia Yu (Second Term)

Melissa Paige Kennedy brought the Motion: *That Nic Brewer, Hollee George, Mark Hartburg, and Cris Sheridan be elected for two-year terms commencing October 5, 2021.* It was seconded by Shane Bauman and passed.

Jim Parrott brought the Motion: *That Tom Connelly, Catherine Harrington, Luke Runstedler, Roger Witzel, and Olivia Yu be re-elected for a one-year term commencing October 5, 2021.* It was seconded by Parbjit Sekhan and passed.

7. Adjournment

Tom Connelly moves to adjourn the AGM.