



## Annual and Special General Meeting

October 10, 2023 - 7:00pm-8:30pm

Via Zoom

### Attendance

#### Staff:

- Rea Cavers
- Philip Charbonneau
- Fabian Fletcher
- Susan Watt
- Scott Williams, Executive Director

#### Board of Directors:

- Nic Brewer
- Tom Connelly
- Chris Czartorynskyj
- Giovanni Giuga
- Catherine Harrington
- Adrian Quijano
- Luke Runstedler
- Jessica Toomer
- Olivia Yu

#### Guests and supporters:

- Lisa Akey, Camino
- Jennifer Albu, volunteer
- Taylor Bulstrode, Kinbridge
- Jessie Clayman
- Janet Egan, WAGE
- Tracy Elop, Camino
- Debbie Engel, Camino
- Amanda Forbes, Toyota
- Mark Hartburg, former BOD
- Ashley Kizis, Kid Unified
- Mike Morrice, MP
- Paul Nijjar
- Amy Ross, City of Waterloo
- Jennifer Thibault, Indulgence Studio
- Richard Thompson

## MINUTES

- 1. Welcome & Overview** *(Tom Connelly)*
- 2. Member Protocol** *(Tom Connelly)*
  - a. Voting Procedure
  - b. Establishing Conflict of Interest
    - i. None declared
- 3. Call to Order** *(Tom Connelly)*
  - a. Meeting called to order at 7:05pm EST
  - b. Establish Quorum
    - i. Established
  - c. Appoint Recorder, Nic Brewer
    - i. So appointed
  - d. **Motion:** *That we approve the Annual General Meeting Agenda as presented.*
    - i. Moved: Olivia Yu
    - ii. Seconded: Adiran Quijano
    - iii. Passed (14 votes in favour)
- 4. Reports**
  - a. President's Report *(Tom Connelly)*



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- i. Thank you to Scott and Fabian for all their work, which we see in SPECTRUM's amazing growth and stability
- ii. Praising the resilience of our community
- iii. Brief overview of SPECTRUM's history, programs & services
- iv. No questions
- b. Treasurer's Report (*Chris Czartorynskyj*)
  - i. Revenue and support summary showing considerable growth from previous year, notably in RDT revenue and donations revenue
  - ii. Expenses summary showing growth proportionate to revenue growth, including staff salaries for three full-time staff
  - iii. Financial metric analysis showing a healthy utilization rate, and improved ratios
  - iv. Presentation of financial statements
  - v. Thank you to our funders and donors
  - vi. No questions
- c. Executive Director's Report (*Scott Williams*)
  - i. Review of strategic priorities (2021-2023)
  - ii. Review of opportunities from WAGE grant extension – training, community engagement, databases, and fund development
  - iii. New funded programs – 2SLGBTQIA+ Multi-Sport Drop-In, Youth and Families Under the Rainbow, ROW Upstream Fund
  - iv. Engagement overview of SPECTRUM programs and services

### 5. Standard Motions

- a. **Motion:** *That we approve the Minutes of the previous AGM held September 27, 2022.*
  - i. Moved: Luke Runstedler
  - ii. Seconded: Olivia Yu
  - iii. Passed (15 in favour)
- b. **Motion:** *That the audited financial statements as prepared by Clarke Starke & Diegel LLP for the year ending July 31, 2022 be approved.*
  - i. Moved: Chris Czartorynskyj
  - ii. Seconded: Adrian Quijano
  - iii. Passed (13 in favour)
- c. **Motion:** *That the audited financial statements as prepared by Clarke Starke & Diegel LLP for the year ending July 31, 2023 be approved.*
  - i. Moved: Chris Czartorynskyj
  - ii. Seconded: Adrian Quijano
  - iii. Passed (14 in favour)
- d. **Motion:** *That we waive the appointment of an auditor in accordance with the Act.*



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- i. Moved: Luke Runstedler
- ii. Seconded: Chris Czartorynskyj
- iii. Passed (14 in favour)

### 6. Special Motions

- a. **Motion:** *That we accept By-law 1 - 2023, passed by the Board of Directors on March 19, 2023, which By-law replaces By-law 2021 as the general by-law relating to the business and affairs of the Corporation.*
  - i. Moved: Adrian Quijano
  - ii. Seconded: Luke Runstedler
  - iii. Passed (13 in favour)
- b. **Motion:** *That we authorize the Board to file Articles of Amendment to provide that the Corporation may have a minimum and maximum number of directors and to authorize the President to sign the Articles of Amendment.*
  - i. Moved: Olivia Yu
  - ii. Seconded: Chris Czartorynskyj
  - iii. Passed (13 in favour)
- c. **Motion:** *That we set the number of directors at 10 until otherwise changed.*
  - i. Moved: Luke Runstedler
  - ii. Seconded: Olivia Yu
  - iii. Passed (13 in favour)

### 7. Recognition (Tom Connelly)

- a. Hollee George
- b. Charlie Sheridan

### 8. Elections (Tom Connelly)

- a. Slate of Officers
  - i. Nic Brewer (second term)
  - ii. Adrian Quijano (new member)
  - iii. Jessica Toomer (new member)
  - iv. Brooklin Wallis (new member)
- b. **Motion:** *That Adrian Quijano, Jessica Toomer, and Brooklin Wallis be elected for two-year terms commencing October 10, 2023.*
  - i. Moved: Giovanni Giuga
  - ii. Seconded: Catherine Harrington
  - iii. Passed (15 in favour)
- c. **Motion:** *That Nic Brewer be re-elected for a two-year term commencing October 10, 2023.*
  - i. Moved: Catherine
  - ii. Seconded: Olivia Yu
  - iii. Passed (12 in favour)

### 9. Adjournment



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- a. Motion to adjourn
- b. Moved: Luke Runstedler
- c. Adjourned at 8:04pm EST