



**MINUTES – ANNUAL GENERAL MEETING
TUESDAY, JUNE 20, 2017 – 7:00 PM
1475 CALDWELL AVENUE, OTTAWA ON**

PRESENT

Katharina Czerny	St. Basil’s Roman Catholic
Wilma Di Gaetano	Julian of Norwich Anglican
David Hall	Kitchissippi United
Marilyn Hamilton	Glebe St. James United
Therese Ladouceur	Community
Norah Patriquin	Kitchissippi United
Harold Rode	Faith Lutheran (Chair)
Melvin Schwalm	Faith Lutheran
Wendy Warburton	Kitchissippi United

REGRETS

Anne Galt	Faith Lutheran
Marion Ferrer	Community

1	Greetings and Opening Prayer (Harold Rode)
	The meeting opened at 7:10 pm with the opening prayer led by Harold.
2	Approve Minutes of the Annual General Meeting of May 17, 2016
	Motion by David Hall, seconded by Wendy Warburton, to approve the minutes, carried.
3	Approval of Acts and Proceedings of Directors
	Be it resolved that all acts and proceedings of the Directors of the Carlington Community Chaplaincy and all acts and proceedings in the name of the Chaplaincy as exhibited by the minutes of meetings of Directors and Committees thereof or pursuant to any by-law, resolution, motion, instruction or direction contained in the by-laws, resolutions or minutes of the meetings of Directors or on behalf of the Chaplaincy prior to this date, be hereby ratified, approved, confirmed and adopted.
	Motion by Norah Patriquin, seconded by Therese Ladouceur, carried.
4	Financial Review Report for 2016 (Wendy Warburton)
	The Treasurer’s Report and Financial Statements for the Year Ended December 31, 2016 are included in the Annual Report provided to all in attendance. Doug Scorrar once again conducted the financial review and we greatly appreciate his services and plan to send a letter of appreciation. Wendy advised we should make plans to spend our surplus in the current fiscal year.
	Motion by Wendy Warburton, seconded by Melvin Schwalm, to accept the Treasurer’s Report and the Financial Statements for the Year Ended December 31, 2016, carried.
	Motion by Wendy Warburton, seconded by Norah Patriquin, to appoint Doug Scorrar, pending his agreement, to conduct the 2017 Financial Review, carried.
	Follow-up at the Board Meeting of September 19, 2017
	Motion (Wendy, Norah) that the appointment of Douglas Scorrar as reviewer of the Chaplaincy’s finances for 2017 be rescinded carried.
	Motion (Wendy, Dave) that Clayton Porteous be appointed reviewer of the Chaplaincy’s finances for 2017 carried.



**MINUTES – ANNUAL GENERAL MEETING
TUESDAY, JUNE 20, 2017 – 7:00 PM
1475 CALDWELL AVENUE, OTTAWA ON**

5	President’s Report (Harold Rode)
	The report is included in the Annual Report. Harold highlighted our appreciation for Audrey Lawrence’s time with us as Chaplain and our best wishes for her retirement. Sarah Posthuma has brought much to the Chaplaincy and it is a great pleasure to have her as part of the Chaplaincy. We are in the midst of a hiring process for a new Chaplain, with plans to have someone in place in early fall. Harold expressed his appreciation to David Hall for all his past work as President and for all his support to Harold in the transition to President. The Chaplaincy deeply appreciates the time and service of all board members and all volunteers.
6	Chaplain’s Report (Audrey Lawrence)
	Harold passed along Audrey’s regrets that she was not able to attend the AGM. Her report is included in the Annual Report.
7	Program Reports
	Program reports were included in the Annual Report. Of particular note is the increase in program collaboration with other organizations such as the Royal Ottawa Hospital for the Sewing Program and the Carlington Arts Initiative for the Creative Writing Program.
8	Report from Nominating Committee and Election of President and Directors (David Hall)
	<p>Dave presented the following nominations on behalf of the Nominating Committee composed of Dave and Harold.</p> <ul style="list-style-type: none"> - One year renewal term to end in 2018: Wilma Di Gaetano - Two year renewal terms to end in 2019: Wendy Warburton, Norah Patriquin, Therese Ladouceur - Continue in second year of two-year term ending in 2018: David Hall, Melvin Schwalm, Harold Rode, Marion Ferrer, Anne Galt <p>Motion to re-appoint Wilma Di Gaetano for one-year term ending in 2018 and re-appoint Wendy Warburton, Norah Patriquin and Therese Ladourceur for two-year terms end in 2019, moved by David Hall, seconded by Katharine Czerny, carried.</p> <p>Motion to appoint Harold Rode as President for one-year term, moved by David Hall, seconded by Norah Patriquin, carried.</p>
9	Discussion and Questions on Future Plans
	<p>The new board will meet immediately after the adjournment of the AGM. Members at the AGM provided ideas for consideration for future planning:</p> <ul style="list-style-type: none"> - Staffing: We need to consider optimal balance of Chaplain’s time and duties with those of our Program/Volunteer Coordinator and whether to hire a Program Assistant. - Chaplain’s Role: What is the appropriate balance of pastoral care, counselling, spiritual growth, building community, liaising with other service providers and churches. - Chaplaincy focus on building community, facilitating more use of our space by other organizations, supporting residents in navigating the system, recruiting more volunteers. - 30th Anniversary celebration – Saturday, September 23, 2017 from 11:00 am to 2:00 pm.
10	Adjournment
	On a motion by Melvin Schwalm, the meeting adjourned at 8:30 pm.