

Draft Minutes

QCC's 75th Annual General Meeting

Thursday September 24th, 2020

Location: Virtual Meeting – Demio Webinar Platform

Board Members: Candys Ballanger-Michaud, Chair
Brian Miki, Vice-Chair
Bernadette De Souza, Director
Eric Adelson, Director
Harriett Grant, Director
Kimberly Bates, Director
Michael Donsky, Director
Nick Perera, Director
Paul Byron, Director
Robert Ceh, Director

QCC Staff Present: Lesley Brown, Executive Director
Anna Shaw, Director, Business Development and Rewards
Malene Jakobsen, Manager, Marketing and Communications
Patty MacPherson, Manager, Member Services and Programming
Kinga Wnuk, Finance Manager
Katherine Wright, Senior Executive Assistant
Olex Katsenelson, Member Services and Programming
Grace Lui, Member Services and Database Coordinator

Guests: 203 Members
14 Guests (Non-Members)
26 Proxies

Regrets: Stephen Wright, Past Chair
Abby Katz-Starr, Director
Angelin Soosaipillai, Director
Peter Hoy, Director
Will Stratton, Director

WELCOME & INTRODUCTION

Candys Ballanger-Michaud, Chair of the QCC's Board of Directors, welcomes all attendees to QCC's first ever virtual AGM. She highlights statistics on the diversity of members joining in from across Ontario and provides instructions on how to navigate the virtual platform.

QCC's major accomplishments for the year are outlined, and acknowledgements are made to all the individuals who played a role in advancing the organization's strategic journey.

VOTING PROCEDURE

Candys outlines the voting procedure, including confirmation that proxies have been made available in accordance with the By-Laws. Detailed instructions are provided on how to vote using the virtual poll feature.

PROOF OF MEETING NOTICE / DETERMINATION OF QUORUM

Candys declares that notice of the Annual General Meeting has been duly given to all members of QCC in accordance with the By-Laws, and that QCC has engaged the use of absentee voting proxies to establish quorum.

Candys: "I understand that we have 202 Members present and accounted for, including 26 proxies, so I declare that there is a quorum present (over 25) and that the meeting is duly constituted for the transaction of business."

CALL TO ORDER/ APPOINTMENT OF SECRETARY

Candys called the meeting to order.

MOTION: "That the 2020 Annual General Meeting be called to order and that Katherine Wright, QCC's Senior Executive Assistant, be appointed Meeting Secretary."

MOVED BY: David Webb
SECONDED BY: Michael Donsky

CARRIED.

DATE: September 24th, 2020

APPROVAL OF AGENDA

Candys presents the Agenda for this afternoon's meeting.

MOTION: "That QCC'S Membership accepts and approves the Agenda for the September 24th, 2020 Annual General Meeting as presented."

MOVED BY: Gilbert Cadieux
SECONDED BY: Mike Robitaille

CARRIED.

DATE: September 24th, 2020

GUEST SPEAKER #1: SECRETARY OF THE CABINET, STEVEN DAVIDSON

Candys introduces the first guest speaker for the afternoon: the Secretary of the Cabinet, Steven Davidson. Secretary Davidson shares his remarks with the meeting attendees.

GUEST SPEAKER #2: CHIEF DIGITAL AND DATA OFFICER AND DEPUTY MINISTER, HILLARY HARTLEY

Brian introduces the second guest speaker for the afternoon: the Deputy Minister of the Ontario Digital Service and Ontario's Chief Digital and Data Officer, Hillary Hartley. Deputy Davidson shares her remarks and engages in a Q&A session with the meeting attendees following her presentation.

APPROVAL OF MINUTES OF THE September 26th, 2019 ANNUAL GENERAL MEETING

Candys presents the Minutes of the September 26th, 2019 Annual General Meeting, held in London, Ontario, and explains that only members in attendance at the last AGM are entitled to vote to accept the Minutes.

MOTION: "THAT QCC's Membership accepts and approves the Minutes of the 2019 Annual General Meeting as presented."

MOVED BY: Fran Martellotti
SECONDED BY: Michael Donsky

CARRIED.

DATE: September 24th, 2020

QCC CHAIR'S REPORT

Candys presented a video she created as an overview of what we have achieved in the past year, and what lies ahead in the coming year.

QCC EXECUTIVE DIRECTOR'S REPORT

Candys presents a video of the Executive Director, Lesley Brown, which outlines some of QCC's accomplishments this past year and how QCC has improved its engagement with members.

APPROVAL OF AMENDED QCC BY-LAWS

Robert Ceh, QCC's Governance Officer and Chair of the Governance Committee presents QCC's proposed Bylaw changes, as outlined in two AGM materials uploaded to the website: *The Proposed By-Law Changes – QCC AGM, September 24th, 2020* and *Revised Draft By-Laws for Approval September 24th, 2020*. Rob called for a motion and opened for any member questions concerning the By-Laws before putting the motion to a vote.

MOTION: “That the amended By-Laws be approved as presented.”

MOVED BY: David Webb
SECONDED BY: Lynn Jones

CARRIED.

DATE: September 24th, 2020

TREASURER'S REPORT

a. Audited Financial Statements

Harriett Grant, QCC's Treasurer and Chair of the Finance and Audit Committee presents the Financial Audited Statements, which were available for members to view on the QCC website. Harriett called for a motion and opened for any member questions concerning the Audited Financial Statements before putting the motion to a vote.

MOTION: *"That the 2019/20 Audited Financial Statements be adopted as presented."*

MOVED BY: Gail Pencoff
SECONDED BY: Dave Kerr

CARRIED.
DATE: September 24th, 2020

b. Appointment of Auditors for 2020/2021

Harriett called for a motion to approve Hilborn LLP as QCC's auditors for the current fiscal year and opened for any member questions concerning the Audited Financial Statements before putting the motion to a vote.

MOTION: "THAT QCC's Membership approves the appointment of Hilborn, LLP, as its auditors for the fiscal year ending 2021."

MOVED BY: David Webb
SECONDED BY: Louise Larocque

CARRIED.
DATE: September 24th, 2020

PRESENTATION / ELECTION OF DIRECTORS [Brian Miki]

Brian Miki, QCC's Vice-Chair, outlines QCC's nomination process and presents the slate of Directors for the following year as listed below.

Standing Directors (Continuing in their Term)

- Nick Perera
- Brian Miki
- Rob Ceh
- Kimberley Bates
- Michael Donsky
- William Stratton
- Paul Byron
- Bernadette DeSouza

Directors up for Re-election

- Candys Ballanger-Michaud
- Stephen Wright

Slide: Departing Directors

- Peter Hoy
- Harriett Grant
- Abby Katz-Starr

Slide: New Directors up for Election

- Angelin Soosaipillai
- Eric Adelson

Brian called for a motion to approve the slate of Directors and opened for any member questions before putting the motion to a vote.

MOTION: *"That the QCC's Membership approves the slate of Directors for 2020 –2021 as presented."*

MOVED BY: Joe Caramanna
SECONDED BY: Gilbert Cadieux

CARRIED.

DATE: September 24th, 2020

ACKNOWLEDGEMENT OF DEPARTING DIRECTORS

Candys acknowledges the Directors stepping off the Board this year – Peter Hoy, Harriett Grant, and Abby Katz-Starr.

OUTGOING CHAIR’S REMARKS

Candys shared honour to serve as the Chair of the QCC Board of Directors for the past two years. *(In Candys’ own words).*

As I step down from this role, I would like to welcome your Incoming Chair – Brian Miki, who has a message.

MEMBER Q&A

Candys invites members to share any other questions they have in the chat box, which are addressed in the meeting by the Directors.

ADJOURNMENT OF OFFICIAL MEETING

Candys shares closing remarks with the meeting attendees, and thanks them for making QCC’s first ever virtual AGM a success. Candys encourages attendees to fill out the AGM survey to allow for continual improvement in the development of QCC’s AGMs.

MOTION: “That the 2020 Annual General Meeting be adjourned.”

MOVED BY: David Webb

SECONDED BY: Elma Miller

CARRIED.

DATE: September 24th, 2020

VIRTUAL RAFFLE

Anna, QCC's Director, Business Development and Rewards, explains the process for the virtual raffle and thanks the rewards partners that have provided prizes for this year - Johnson Insurance, HearingLife, Collette Tours, Tradex and Telus.

Prize winners are drawn randomly based on the live virtual attendees list, and meeting attendees are thanked for their participation.