



68th ANNUAL GENERAL MEETING (AGM) of Members of the Catholic Children's Aid Society of Hamilton

MINUTES

Monday, June 20, 2022

11:35 a.m. – 12:42 p.m.

VIRTUAL MEETING due to COVID-19 Pandemic

Attendees:	Mr. David Hennick, Chair	Ms. Antonietta (Toni) Kovach	Mr. Arthur Smith
	Ms. Jacqueline (Jackie) Bajus	Ms. Nora Melara-Lopez	Mr. John Spatazzo
	Ms. Melissa Button	Mrs. Claudette Mikelsons	Dr. Gary Warner
	Ms. Rosaline Dean	Ms. Michelle Rodney	Father David Wilhelm
	Mr. Konstantine Ketsetzis	Ms. Samidha Singhal	
Recorder:	Kristin Prince		
Regrets:	Mr. Anthony Frisina		
Staff:	Mr. Rocco Gizzarelli, Executive Director		
	Ms. Donna Zan, Director, Child Welfare Services		
	Ms. Marlene Dei-Amoah, Service Director, Diversity, Equity, and Inclusivity		
	Ms. Krystal Buxo, Service Director, Permanency		
	Mr. Trevor Allen, Service Director, Protection		
	Mr. Scott MacPhee, Director, Finance		
	Ms. Renu Manocha, Director, Human Resources		
	Mr. Roger Ali, Director, Fund Development and Communications		
Invited	His Excellency, Bishop Douglas Crosby, Catholic Diocese of Hamilton		
Guests:	Ms. Anita Chiu, Director, People and Culture, Ontario Association of Children's Aid Societies		
	Mr. Phillip Jeffrey, Prospective Board Member		

Item	Description
------	-------------

- | | |
|-----|---|
| 1.0 | WELCOME AND CALL TO ORDER
Board Chair, Mr. David Hennick, called the 68 th Annual General Meeting of the Members of the Catholic Children's Aid Society of Hamilton to order at 11:35 a.m. |
| 1.1 | <u>Opening Prayer</u>
Father David Wilhelm read a prayer to open the meeting. |

Item	Description
1.2	<p data-bbox="396 344 711 375"><u>Land Acknowledgement</u></p> <p data-bbox="396 382 1479 453">Board Chair Mr. David Hennick, shared a video that outlines the history and significance of Land Acknowledgements.</p> <p data-bbox="396 499 1479 611">His Excellency, The Most Reverend Douglas Crosby, Bishop of Hamilton, and Ms. Anita Chiu, Director, People and Culture, Ontario Association of Children's Aid Societies provided greetings to the assembly.</p>
2.0	<p data-bbox="396 653 935 684">PROOF OF NOTICE OF ANNUAL MEETING</p> <p data-bbox="396 690 1479 800">The Board Chair confirmed that the Notice calling the meeting was sent to all members and others to whom Notice is required, in accordance with the By-laws of the Catholic Children's Aid Society of Hamilton.</p>
3.0	<p data-bbox="396 848 740 879">REPORT ON ATTENDANCE</p> <p data-bbox="396 886 1479 957">The Board Chair confirmed that there are 14 Members in attendance and that there was quorum present.</p>
4.0	<p data-bbox="396 1005 878 1037">MEETING REGULARLY CONSTITUTED</p> <p data-bbox="396 1043 1479 1188">The Board Chair stated that Notice of this meeting having been duly given to all Directors in accordance with the By-laws of the Catholic Children's Aid Society of Hamilton and a quorum of the members being present the meeting was therefore duly constituted for the transaction of business.</p>
5.0	<p data-bbox="396 1236 708 1268">APPROVAL OF AGENDA</p> <p data-bbox="396 1274 1479 1346">A copy of the agenda was included with the Notice of Meeting and was in the package distributed at this meeting.</p> <p data-bbox="396 1392 1479 1614">It was RESOLVED that the Agenda for the June 20, 2022 Annual Meeting of Members be approved. MOVED: Ms. Nora Melara-Lopez SECONDED: Mr. John Spatazzo CARRIED.</p>
6.0	<p data-bbox="396 1663 1479 1734">APPROVAL OF MINUTES OF 67th Annual General Meeting (AGM) dated June 21, 2021</p> <p data-bbox="396 1780 1479 1919">It was RESOLVED that the Minutes of the June 21, 2021 Annual General Meeting of Members be approved. MOVED: Ms. Claudette Mikelsons</p>

Item	Description
	SECONDED: Ms. Melissa Button CARRIED.

7.0 CONFIRMATION OF PRIOR ACTS

It was

RESOLVED that all acts, contracts, resolutions, Bylaws, proceedings, appointments, elections and payments enacted, taken, passed, made and done by the Directors and Officers of the Catholic Children’s Aid Society of Hamilton since June 1, 2021, to the date hereof as the same are referred to in the minute books of the Catholic Children’s Aid Society of Hamilton or in its financial statements or are otherwise within the knowledge of the Members of the Catholic Children’s Aid Society of Hamilton, be and the same are hereby approved, ratified, sanctioned and confirmed.

MOVED: Dr. Gary Warner
SECONDED: Ms. Jackie Bajus
CARRIED.

8.0 REMARKS FROM THE BOARD CHAIR

The Board Chair spoke to the success at the agency in maintaining the momentum of the strategic plan while coping with the demands of the pandemic.

The Board Chair spoke about the numerous accomplishments during the past year in moving the agency’s mission forward while keeping the children, youth, and families it serves as the focus of the decisions and providing them with high quality, holistic, and strength-based services, founded on Catholic teachings, and evolution through a lens of equality, diversity, and inclusivity.

The Board Chair stated the Board continues to support the agency in addressing the long-standing issues of over-representation of Black and Indigenous children and youth in the child welfare sector inclusive of this Society. The Board has instituted regular reviews of race-based data and approved an *Equity Statement*; both of which will be shared with the community. As well, the Society had become an inclusive agency recognizing the needs of the LGBTQ2S+ community.

In conclusion, the Board Chair recognized fellow Board members, staff, foster and kin caregivers, volunteers, donors, and senior staff of the organization for the professional and collaborative approach in serving the needs of the children, youth, and families. He made special mention to Mr. Rocco Gizzarelli, Executive Director as Rocco retires at the end of June. The Chair thanked Rocco Gizzarelli for his years of

Item	Description
	service to the agency and community as well as highlighted his many successes as the Executive Director.

9.0 REPORT OF THE EXECUTIVE DIRECTOR

The Executive Director reported that the Catholic Children's Aid Society of Hamilton continues to be inspired by its vision statement – *Child and youth safety, well-being, and resilience. Thriving families. Community partners working together.*

The Executive Director highlighted some the agency's key accomplishments of the past year:

- To address issues of food insecurity, the Society partnered with Goodwill to provide meals to youth and support the families it serves struggling through the pandemic over a 26-week period. With the help of Hamilton Taste Buds, children who would normally receive meals at school, could now receive meals at home.
- Youth Support workers delivered meals on a weekly basis to our youth living independently who were no longer able to access meals at the Youth Drop-In Program at the Society due to the pandemic. Children and families attending the office for visits and appointments were offered meals to enjoy while in the office and/or take home for the remainder of the week. Service recipients struggling to feed themselves and their children noted that the support alleviated stress and worry.
- Providing children and youth with computers and Internet access to attend school virtually.
- Our foster families and volunteers made sure children and youth were safe, well and remained connected to their families, schools, and community, despite the many obstacles COVID-19 created.
- Together with Shalem Mental Health Network and the WrapAround program, the Society supported children in their homes wrapping supports around the children and their families. This strength-based community focused program allows for the family to find support from their community and familiarity with the services they receive, minimizing the intrusion as they heal and grow together.
- Maintained prudent fiscal management of the Society's resources and being proactive on grant applications that support initiatives that enhance service delivery.

Item	Description
	<ul style="list-style-type: none">• The Society changed its recruitment and hiring practices, amended policies, advocated for Bill C-6 (an Act that would ban activities related to conversion therapy) and worked alongside others in the community on anti-racism.• The completion of an equity audit.• The deepening of a sustainable healthy working culture within the Catholic Children’s Aid Society of Hamilton that will increase job satisfaction, decrease absenteeism, and support overall wellness – particularly as COVID becomes the new normal.• Implementation of data driven decision making that encourages staff to have integrated data quality and evidence-based research embedded in their practice.

The Executive Director reiterated the Society will continue to put children and youth at the centre of decision making, ensure services are more inclusive and culturally appropriate, and support better outcomes for First Nations, Inuit and Métis, Black and African Canadian, and racialized children and youth in the community.

As this was the last AGM for the Executive Director, Mr. Gizzarelli recognized and expressed immense gratitude to the generous donors, all staff, foster, kin, and adoptive families, and volunteers. He acknowledged the strong and committed Board of Directors; His Excellency Bishop Crosby for his guidance and enduring support; the support of the Ministry of Children, Community and Social Services, and the agency’s Senior Leadership Team, Ms. Kristin Prince, Executive Assistant, and former Executive Assistant Gail Gray who recently retired, and the community partners.

10.0 **REPORT OF THE TREASURER**
10.1 Presentation of Audited Financial Statements and Report of the Auditors for the Year Ended March 31, 2022

The financial audit was conducted by the firm of HGK Partners LLP in accordance with Canadian generally accepted auditing standards.

Father David Wilhelm, Board Treasurer advised that a copy of the Audited Financial Statements, together with the Auditor’s Report for the year ended March 31, 2022 were received by the Members. The Audit and Finance Committee of the Board met with the team from HGK Partners to review the financial statements and audit findings report in detail on May 25, 2022. The audited Financial Statements F2022 were approved at the Board Meeting on May 30, 2022.

Item	Description
	<p>It was RESOLVED that the Financial Statements of the Catholic Children’s Aid Society of Hamilton for the fiscal year ended March 31, 2022 and the Auditor’s Report thereon be received and approved by the Members. MOVED: Father David Wilhelm SECONDED: Mr. Arthur Smith CARRIED.</p>
11.0	<p>APPOINTMENT OF AUDITORS It was RESOLVED that the contract with the auditing firm of Hoecht, Galvin, Kai be appointed for the 2022-2026 fiscal years. MOVED: Father David Wilhelm SECONDED: Ms. Melissa Button CARRIED.</p>
12.0	<p>REPORT OF THE GOVERNANCE COMMITTEE <u>By-Law #1 Amendments</u> It was RESOLVED that By-law #1 amendments to sections: 1.01 Definitions; 2.04 Disciplinary Act or Termination of Membership for Cause; 3.01 Composition; 3.02 Election and Term; 3.03 Vacancies; 3.06 Remuneration of Directors; 4.06 Participation by Telephone or Other Communications Facilities; 4.07 Quorum for Meetings; 5.02 Financial Year; 6.4 Duties of the Chair; 8.01 Conflict of Interest; 9.01 Annual Meeting; 9.04 Quorum; 9.06 Voting of Members are approved, by the Board of Directors on November 29, 2021. MOVED: Ms. Toni Kovach SECONDED: Ms. Samidha Singhal CARRIED.</p>
13.0	<p>RECEIPT OF SLATE OF NOMINEES 13.1 <u>Election of Candidates</u> Ms. Rosaline Dean, Nominating Committee Chair presented the slate of nominees to the Catholic Children’s Aid Society of Hamilton Board of Director’s for the 2022-2023 term: <ul style="list-style-type: none">• Mr. Phillip Jeffrey It was</p>

Item Description

RESOLVED that Mr. Phillip Jeffrey be elected to the Board of Directors of the Catholic Children's Aid Society of Hamilton for the three-year term from July 2022 to June 2025.

MOVED: Ms. Rosaline Dean

SECONDED: Ms. Nora Melara-Lopez

CARRIED.

13.2 Election of Directors

Ms. Rosaline Dean, Nominating Committee Chair presented the incoming slate of Directors to the Catholic Children's Aid Society of Hamilton Board of Directors for the 2021-2022 term:

Ms. Antonietta (Toni) Kovach	Board Chair
Ms. Jackie Bajus	Director
Ms. Melissa Button	Secretary
Mr. Anthony Frisina	Director
Mr. David Hennick	Director, Past Chair
Phillip Jeffrey	Director
Mr. Konstantine Ketsetzis	Director
Ms. Nora Melara-Lopez	Director
Mrs. Claudette Mikelsons	Treasurer
Ms. Michelle Rodney	Director
Ms. Samidha Singhal	Director
Mr. Arthur Smith	Director
Dr. Gary Warner	Director, Vice-Chair
Father David Wilhelm	Director

It was

RESOLVED that the named persons for the slate of Board of Directors and Executive Officers be hereby elected for the July 2022-June 2023 term.

MOVED: Ms. Rosaline Dean

SECONDED: Mr. Konstantine Ketsetzis

CARRIED.

14.0

ACKNOWLEDGEMENT OF OUTGOING CCASH BOARD MEMBERS

The Board Chair acknowledged three outgoing Director's from the Board, their outstanding service to the Board of Directors and how each played a key role in supporting the work of the organization.

Item	Description
------	-------------

Mr. John Spatazzo Served eight (8) years and was an effective member of the Quality Assurance & Risk Management committee as well as a valuable voice on the Audit and Finance Committees since 2014.

Ms. Rosaline Dean Served six (6) years and was invaluable as Chair of the nominating committee. Ms. Dean also served on the Quality Assurance & Risk Management committee, the Governance Committee, and the Internal Complaints Review Panel.

Dr. Ian Preyra Served five (5) years and was a strong member of the Audit and Finance Committee, the Executive Committee, and served as Treasurer on the Executive Committee. Dr. Preyra sat on the Quality Assurance & Risk Management Committee and has played a vital role in the success of the Charity golf tournament each year. Dr. Preyra’s involvement in this annual fundraising event has been invaluable.

15.0 NEW BUSINESS

There being no further business, the Board Chair asked for a motion to adjourn the meeting.

16.0 ADJOURNMENT OF AGM BUSINESS MEETING

It was
RESOLVED that the Catholic Children’s Aid Society of Hamilton’s Annual General Meeting of Members be adjourned at 12:42 p.m.

MOVED: Dr. Gary Warner
SECONDED: Mr. Konstantine Ketsetzis
CARRIED.

APPROVED:



Mr. David Hennick
Board Chair



Ms. Kristin Prince
Recording Secretary