

# **ANNUAL GENERAL MEETING**

## **Minutes**

**June 17, 2010**

**6:00 pm**

**MFRC, 330 Croil Private, Building 471**

### **IN ATTENDANCE**

Manuela Lacroix (Chairperson)  
Stephane Caron  
Renate Logan  
Nadine Logan (Minute Taker)  
Elizabeth Bianchi  
Monique Geishardt  
Cecilia Pita  
Diane Blenkiron  
Anne Girard

### **1. MEETING CALLED TO ORDER**

Annual General Meeting was called to order by Manuela Lacroix at 18:00.

### **2. APPROVAL OF AGENDA**

Manuela Lacroix moved that the agenda be approved. Stephane Caron seconded the motion.

The motion was approved.

### **3. APPROVAL OF PREVIOUS MINUTES (JUNE 18, 2009)**

Manuela Lacroix moved that the previous Minutes be approved. Cecilia Pita seconded the motion.

The motion was approved.

#### **4. CHAIRPERSON'S ADDRESS**

Manuela Lacroix pledges to stay committed to the Board and continues to be the Chairperson for the up-coming year.

Manuela Lacroix explains what the Board has been focusing on over the past year:

- Working on a 3-year plan
- New home child care
- Serving in both official languages
- Developing Needs Assessments with focus groups
- Successful events run by Cecilia Pita

Manuela Lacroix expresses thanks to all supporters, staff, Board members, and volunteers for support and commitment to events and programs.

Challenges encountered this past year:

- How information reaches families
- How to break isolation barriers

#### **5. PRESENTATION**

Diane Blenkiron - Child and parenting Program Management

- Introduction of new program – In-Home Childcare program will be starting upon ministry approval that the program complies with the Day Nurseries Act
- Now recruiting military families members to take part in In-Home Childcare program in all ways
- Have hired Earlier Childhood Educators to coordinate the program
- Plan to serve the National Capital Region

Diane Blenkiron explains to reasons for starting an In-Home Childcare program:

- Close to home
- Security
- Monitored and licensed
- Flexibility
- Provides job opportunities for spouses and other family members
- Small groups allow for relationships to grow
- Provides back-up childcare
- Fee range is \$18-\$35 per day
- Hopes to start September 1, 2010

## **6. APPROVAL OF FINANCIAL REPORT AS OF MARCH 31, 2010**

Anne Hodge reviews the Audited Financial Statements as of March 31<sup>st</sup> 2010- starting on Page 30 of Annual Report, handed to attendees upon arrival.

- Closing of Rockcliffe MFRC decreased revenue and expenses.
- Total revenue: \$1,469,676.00
- Total expenses: \$1,464,980.00 = Surplus \$4,696.00
- Total accumulated surplus of \$289,563.00
- A balance budget of \$1,692,295.00 has been approved for the year 2010-2011 and we are closely monitoring our expenses.

Manuela Lecroix moved to approve the Audited Financial Statement. Leah - seconded the motion. The motion was approved.

## **7. PROPOSED CHANGES TO THE BYLAWS OF THE MILITARY FAMILY RESOURCE CENTRE OF THE NATIONAL CAPITAL REGION**

Changes to by-laws are as follows:

Article 3.02

Qualifications. Each Director shall be at least eighteen (18) years of age. [Each Director shall have the capacity under law to enter into legal contracts.](#) Additional qualifications of Board members shall be determined by the Nominating Committee.

#### Article 3.08

Calling of Meetings. Meetings of the BoD shall be held at the call of the President, or any two (2) Directors. [Fourteen](#) days notice of the time and place of each BoD meeting shall be given to each Director before the time when the meeting is to be held, [exclusive of the day on which the notice is delivered or sent but, inclusive of the date for which the notice is given.](#) No notice of a meeting shall be necessary if all of the Directors are present or if those absent waive notice of such a meeting being held.

#### Article 4.05

Committees. The Board may appoint and authorize committees and committee members to perform duties. Any such committee may formulate modified rules of procedure, subject to such regulations, directions, or approval of Board. Any committee member may be removed from a committee, by resolution of the Board. [Committee members shall receive no compensation, either directly or indirectly, for acting as such and shall not receive, either directly or indirectly, any profit from their office.](#)

#### Article 5.04

Quorum. No business may be transacted by the Executive Committee except at a meeting of its Members at which a quorum of the Executive Committee is present. [A quorum is a majority of those members elected to the Executive Committee.](#)

#### Article 5.05

Meetings of the Executive Committee. Meetings of the Executive Committee shall be held at any time and place to be determined by the members of such committee provided that [fourteen days written notice of the time and place of each Executive Committee meeting shall be given to each Director before the time when the meeting is to be held, exclusive of the day on which the notice is delivered or sent but, inclusive of the date for which the notice is given.](#)

#### Article 6.03

Terms of Employment and Remuneration. The Board may remove any Officer of the Corporation [by resolution of the BoDs at any time.](#) Otherwise, each Officer appointed by the Board shall hold office for one (1) year from the date of appointment or election or until his successor is appointed, unless an Officer ceases to be a Director during his term of office, at which point he will cease to be an Officer of the Corporation. [Officers](#)

shall receive no compensation, either directly or indirectly, for acting as such and shall not receive, either directly or indirectly, any profit from their office.

#### Article 9.02

General Meetings. The Board may at any time call a general meeting of members for the transaction of any business, the general nature of which must be specified in the notice calling the meeting. Directors shall call a special general meeting if 10 or more members requisition such a meeting.

#### Article 9.08

Quorum. A minimum of ten members must be present to constitute a quorum at a meeting of members. The members present in person at a meeting shall constitute a quorum.

#### Article 9.05

Written Resolutions. A resolution in writing, signed by all of the members entitled to vote on that resolution at a meeting of the members, is as valid as if it had been passed by a meeting of the members, unless the Act requires a meeting to approve that type of matter.

#### Article 12.01

amended by by-law enacted by a majority of the Directors at a Meeting of the Board of Directors and sanctioned by an affirmative vote of at least two-thirds (2/3) of the members at a special meeting duly called for the purpose of considering the said by-law, provided that the enactment, repeal, or amendment of such by-law shall not be enforced or acted upon until the approval of the Minister of Industry has been obtained.

Stephane Caron moved to approve the amendments to by-laws. Jean Boivon Seconded the motion. The motion was approved.

## 8. ELECTION OF NEW OFFICERS

Motion to elect the following persons to the board:

Returning:

- |                   |                 |
|-------------------|-----------------|
| ▪ Cecilia Pita    | since June 2005 |
| ▪ Manuela Lacroix | since June 2008 |
| ▪ Stephan Caron   | since June 2008 |

- Renate Logan                      since June 2008
- Heather Bracken                since June 2009
- Leah Salvage                     since June 2009
- Grace Campbell                 since June 2009

New:

- Tamara Murphy                 umpress@yahoo.ca
- Scott Fuller                      thefullers@rogers.com
- Valerie Murray-Dionne        miisss@hotmail.com
- Kelly Croft                        kelly\_zero@hotmail.com
- LCol Sylvain Gagné
- Capt. Stephane Bourassa

Thank you presentation to leaving members and ex-officios:

- Lori Watts
- Chaplain Arthur Crawley

Monica Robach moves to approve new elections. Jean Boivon seconds the motion. The motion is approved.

## 9. PRESENTATIONS

- Anne Hodge expresses thanks to all staff and members.
- Cecilia Pita presents *Thank You* plaque to the Hyghlands Men's Golf Club
- Monique Geishardt welcomes David McGuinty to meeting.
- David McGuinty presents volunteer awards to Serina → , Jim Wood, Scott Fuller, David Walch, Cathy White, and Jesse Morel.
- Monique Geishardt presents a gift to David Fuller in appreciation of his support to the MFRC.
- Manuela Lacroix says *Good-bye* to Base Commandant, Captain Bisson.
- Captain (N) Bisson presents new Commandant; Captain (N) Watson.

- Renate Logan presents a gift to Manuela Lacroix in appreciation for her continuous devotion to the Board and the MFRC.

## **10. OPEN DISCUSSION/QUESTIONS FROM THE FLOOR**

Floor: People have not received reports from the focus groups they have participated in.

Anne Hodge: The reports have been posted, updated, and approved. They will be – emailed to participants soon.

Floor: What is the payment to the participants?

Anne Girard: \$40.00 in recognition of their time and expenses that they may incur in attending the focus groups.

Floor: Why don't C.F. Members get paid for it?

Anne Girard: Conflict of interest.

Floor: Is there over-night childcare help

Diane Blenkiron: No, special arrangements need to be made and the Ministry needs to be consulted.

Floor: The MFRC seems to be more focused on C.F. members who have several-member families and children. Not that this is a bad thing, but single C.F. members would like to see activities for single C.F. members.

Anne Hodge: The definition of a `military family` needs to be better defined although recognising that it's definition may vary from program to program.

Floor: In relation to the Deployment Program – help for extended families of single C.F. members; they needs to be reached out to.

Anne Hodge: These gaps in notifying and reaching out to extended family members have been noticed and is being addressed.

## **11. ADJOURNMENT**

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The Annual General Meeting was adjourned at 7:17 p.m.