

**DIXON HALL**  
**2014 ANNUAL GENERAL MEETING OF MEMBERS**

**June 19, 2014**

**1. OPENING MEETING**

Chair:

Members were welcomed to the 2014 Annual General Meeting of Dixon Hall.

Special guests were introduced and welcomed:

**Morag Perkins, City of Toronto**  
**Paul Joakim, Grant Thornton**  
**Deryck Williams, Grant Thornton**

The meeting was called to order. The Chair, Vivien Dzau, introduced herself as well as others sitting at the front of the room: Elliott Jacobson (Vice Chair & Treasurer), Joanne Warner (Secretary) and Kate Stark (Executive Director). Francine Lewis acted as secretary of the meeting. Other directors present were also invited to introduce themselves.

**2. DECLARATION OF MAILING**

Secretary:

Joanne Warner, Secretary of Dixon Hall, read the Declaration of Mailing of the notice of the Meeting, confirming that the notice was properly sent to members.

"I, Joanne Warner, Secretary for Dixon Hall, certify that, a notice of the Annual Meeting for today, June 19, 2014, was mailed to all members of Dixon Hall."

**3. CONSTITUTION OF MEETING**

Chair:

As the notice was sent and we have enough members present for a quorum (over 8), the meeting can proceed.

The Chair noted that anyone who is a member of Dixon Hall, and purchased their membership by May 16, 2013 may vote on any matters before this meeting".

**4. MINUTES FROM PREVIOUS MEETING**

Chair:

The Chair noted that the previous AGM took place in June 2013, and the minutes of that meeting were distributed as members arrived at this meeting. Members were invited to raise any questions regarding the minutes. As no queries were raised, the following motion was made:

RESOLVED that there is not a need to read the minutes of the 2013 Annual General Meeting and that those minutes

be accepted and approved.

**MOVED: Carolyn Gray**  
**SECONDED: Anna Balinsky**  
**ALL IN FAVOUR: CARRIED**

## 5. FINANCIAL STATEMENTS

Chair: The Chair invited Treasurer, Elliott Jacobson, to address the financial statements.

Treasurer: The Treasurer's report was distributed and copies of the Audited Financial Statement are available to members who requested it. The Treasurer summarized the statements, thanked Indra Latchu, Director of Finance, the auditors from Grant Thornton and outside advisors, read the auditor's report and welcomed the membership to ask questions or request clarifications. No questions were raised.

## 6. APPOINTMENT OF AUDITORS

Treasurer: The Treasurer noted that as it is not necessary for the members to approve the financial statements, the next item of business is the appointment of auditors.

The Treasurer asked for a member to move and for another member to second the following resolution:

RESOLVED that Grant Thornton LLP be appointed as auditors for the next year for a fee to be approved by the Board of Directors.

**MOVED: Anna Balinsky**  
**SECONDED: Irene Ianniello**  
**ALL IN FAVOUR: CARRIED**

## 7. ELECTION OF DIRECTORS

Chair: The Chair noted there are currently 16 director positions. Effective at this meeting, there are 6 vacancies; 2 directors have finished their second 3-year term and are now retiring, 2 candidates who have finished their initial 3-year term and are eligible for reappointment to another 3-year term, and 2 directors who are retiring before their terms are completed. The Board is recommending that 5 of the 6 vacancies are filled at this meeting as follows: The Board recommends that the 2 Directors whose first term has expired be reappointed for a second 3-year term. The Board is also recommending that three new candidates be appointed to the Board. It was proposed that the board fill the remaining vacancy at another time, as it is permitted to do under Dixon Hall's By-laws.

The Chair introduced the candidates: David Kennedy, Joanne Warner, Thompson Egbo-Egbo, Philip Unrau and Martha Tory (who could not be present). Members were also directed to review the Board bios that were distributed.

Discussion was invited, and none arose. The Chair asked for a member to move and for another member to second the following resolution:

RESOLVED that David Kennedy and Joanne Warner be re-elected to the board of directors for a second three-year term, and that Thompson Egbo-Egbo, Martha Tory and Philip Unrau be elected for an initial three-year term.

**MOVED: Carolyn Gray**  
**SECONDED: Rosaline Hachey**  
**ALL IN FAVOUR: CARRIED**

## **8. ACKNOWLEDGEMENT OF RETIRING DIRECTORS**

Treasurer & ED:

As Chair Vivien Dzau is retiring from the Board, Treasurer Elliott Jacobson and Executive Director Kate Stark thanked her and retiring directors, Martin Lundie, Sachin Aggarwal, and Tarak Ahmed, and expressing gratitude for their contributions to Dixon Hall. Both Vivien and Tarak were presented with small tokens of appreciation for all their hard work. Martin and Sachin were unable to be present.

Elliott and Kate praised Chair Vivien Dzau's immense energy and dedication to the various roles she has held on the Board. They highlighted her generous philanthropy and encouragement of her friends to support the Agency, her vision for investing in the future by creating the Young Executive Council, and her leadership in shepherding the Voluntary Integration process bringing together Dixon Hall and Mid Toronto Community Services. Patrick Gossage also presented Vivien with a poem he'd written for her.

Elliott and Kate also thanked Martin Lundie for his wise counsel, availability to provide advice and generosity in his support of Dixon Hall fund raisers and its United Way activities. He was an important member of the Board, the Finance and Audit Committee, and steadfast in his support and focus on Dixon Hall's and its client's needs.

Vivien and Kate thanked Tarak Ahmed for bringing the voice of the community to the table during important discussions, reminding everyone why what Dixon Hall's work was so important. A long-time resident of Regent Park and a social worker, Tarak brought youthful enthusiasm for

the work of Dixon Hall and strong support of the Agency's employees, challenging everyone to "get it right" for the benefit of the community.

Patrick Gossage and Kate also thanked Sachin Aggarwal for his work on many different initiatives, from fund raising to the Rebuilding Lives initiative; from the Capital Campaign to help with human resources. His willingness to become involved where the Agency needed his skills best, as well as his ability to strategize and calmly approach problems with workable solutions, have been deeply appreciated.

## **9. CHAIR'S REPORT**

Chair:

The Chair reviewed the Agency's accomplishments during the year, highlighting the increase in fundraising, the increase in the size of the Agency, the benefits of the Voluntary Integration with Mid Toronto Community Services, and the initiation of new strategic planning for the Agency during a time of change in response to community and funder demands, in order to ensure a clear sense of vision and direction.

Vivien then expressed what her experience on Dixon Hall's Board has meant to her; the opportunity to serve others. Her association with the Agency began as a guest of the Music for Life fundraiser, and with each subsequent event, she was "blown away" by what she saw and decided to become involved. But while her passion for music and working with youth led her to join the Dixon Hall Board, she soon came to understand that it was a multi-service, multi-faceted Agency that takes a comprehensive approach to serving all of the needs of its community and came to appreciate the meaningful work done by all of its other areas on both an intellectual and personal level.

Vivien then thanked the Agency's donors, funders and volunteers for their support; community clients, who give meaning to what the Agency does and challenge us to see other needs, and to do better; and fellow Board members for their support of her and the Agency. She also thanked Executive Director Kate Stark for her unfailing commitment, and spoke about the future and the Capital Campaign that is finally getting underway. Although she will no longer be on the Board, she will not be far away and her heart will always be with Dixon Hall. Finally, Vivien introduced Kate to give her ED report.

## **10. EXECUTIVE DIRECTOR'S REPORT**

Executive Director:

Kate Stark thanked Vivien, the staff and volunteers who organized the AGM and entertainment, before speaking

about the changes in Agency over the past year, which has demonstrated strong leadership, a strong tradition at both Dixon Hall and Mid-Toronto Community Services. Such leadership is demonstrated in every area of the Agency's services, and is evident in clients, staff, and volunteers who willingly offer their precious time to help someone in need.

Kate encouraged everyone to read the annual report, noting statistics regarding the Agency's reach into the community, which tell the story of the people it serves. Employees take pride in the community and the Agency's work, which, together with its partners, supports those who are in need.

The Executive Director highlighted the strong leadership demonstrated by the Board during this past year, in making the decision to voluntarily integrate with Mid-Toronto Community Services. With an impressive 132 years of combined experience providing excellent and responsive services to downtown communities, as well as a strong alignment in our missions, visions, and values, combining the two organizations made perfect sense. Therefore, the Boards of both organizations and the membership of MTCS agreed to voluntarily integrate effective January 1, 2014.

Kate remarked that the integration is about leadership and a strong belief in the future and in the capacity of the organization being more able to respond to community members' needs now and in the future. She expressed the Agency's commitment to keeping service levels the same, or higher, and noted that clients, staff, volunteers and donors have supported the integration.

## **11. NEW BRAND AND NAME**

Executive Director:

Kate Stark introduced Patrick Gossage and Laina Gibson to unveil the new name and logo.

Patrick and Laina invited everyone to join in the celebration of the integrated organization's new look and feel. The Fundraising, Communications & Development Committee, along with the help and support of the Board and staff, had the responsibility of choosing a new name/brand for the integrated organization. After thoughtful consideration, it is with pride that the organization will now be known as: **Dixon Hall Neighbourhood Services.**

Over the next few months, this name will begin replacing the existing organization names, but the Agency will continue providing the same services people have come to know and trust.

Laina explained how the new logo was chosen and the significance of the components; for example, the colours orange and blue were nods to Dixon Hall's and MTCS' histories respectively. The logo retained the name *Dixon Hall*, as it is well-known and deeply rooted in the communities it serves; *Neighbourhood Services* brings warmth, is welcoming and inclusive; the design is clean looking, modern and emphasizes "who we are" with the focus being on *Neighbourhoods*. Overall, it brings more of a description to what the Agency does and conveys an a message about the important work of the organization

Discussion ensued and member Carolyn Grey expressed the concern that the name may be inappropriate as it did not reflect Mid Toronto Community Services name. However, member Allan Ireland noted that organizations must change and evolve with the communities they serve, and the Mid Toronto Community Services name itself does not reflect the merger of two earlier community service organizations that came together.

## **12. OTHER BUSINESS**

Executive Director:

### **Order of Dixon**

At the Agency's 80<sup>th</sup> anniversary, in 2009, the Order of Dixon was created to recognize those special friends of Dixon Hall who have made an outstanding contribution to the Agency, either through a gift of time, a gift of money or a gift of their special expertise. Each year since 2009, the Agency selects two individuals to honour and recognize. This year there are two recipients, and in the spirit of the integration, one recipient is from the former Mid-Toronto Community Services and one is from Dixon Hall.

Executive Director Kate Stark asked Heather Johnston, Manager, Volunteer Programs and Human Resources, to make the presentation to Mr. Charlie Witherell, a dedicated Meals on Wheels volunteer for the past 24 years, who unfortunately could not attend. Charlie started volunteering with the Meals on Wheels program as part of the TD Bank Corporate Team and continued giving of his time long after retirement, coming out twice a week to drive. A fanatic baseball enthusiast, he is gentle, kind, warm, dependable and a favourite among the volunteers and clients alike.

Charlie's impressive commitment includes giving at least 275 hours each year for the past 20 years, the equivalent of more than 6000 hours to the Meals on Wheels program to ensure that seniors and adults with disabilities receive a hot, nutritious meal. Dedicated to the life and work of the

Agency, Charlie makes himself available when called at the last minute to fill in, and is a generous monthly donor. As he says, "I give because I truly believe in the work of this Agency."

Executive Director Kate Stark made the presentation to the second recipient, Chair Vivien Dzau. As noted earlier in the evening, Vivien has stewarded the Agency through very significant years in its history and provided the leadership necessary to see the voluntary integration with Mid-Toronto Community Services happen.

Recommended by former Board Chair Dan Donnelley, Vivien was initially interested in the Music School. Kate and Dan encouraged her to broaden her interest into the Agency's other children and youth services, but she quickly volunteered to be involved in as many parts of the Agency she could. A quick study and researcher, Vivien immerses herself in an issue so she completely understands it. Then she seeks out people who can help, asking them to contribute their time or expertise or financial resources to the Agency. She does this time and time again, regardless of the issue or concern and she is very persuasive and persistent; even fostering an international reputation for Dixon Hall, and cultivating friends abroad who can be asked to contribute knowledge, expertise, or resources to the Agency. Her requests, whether to friends, colleagues, or even someone she has just met, almost always result in something for the Agency and community.

A very generous person, Vivien willingly shares her love of fine things with everyone. She has graciously opened her home for fund raising events, held social events for the Board and management, which help foster strong team. She is fearless in her pursuit of support for Dixon Hall; a true ambassador for the Agency. Kate thanked Vivien for all she has given and brought to the Agency and the community. It is appreciated and recognized.

### 13. TERMINATION OF MEETING

Chair:

The business of this meeting was concluded.

The Chair requested a motion to close the official business of the meeting. The Chair added that once the official business meeting has been closed, members are welcome to ask questions on any subject.

**MOVED: Anna Balinsky**  
**SECONDED: Craig Knowles**  
**ALL IN FAVOUR: CARRIED**

**STATEMENT OF VERIFICATION FOR**  
**MAILING OF NOTICE OF ANNUAL GENERAL MEETING**

I, Joanne Warner, Secretary for Dixon Hall, certify that, a notice of the Annual Meeting for today, June 19, 2014, was mailed to all members of Dixon Hall.

Signature: \_\_\_\_\_

*Joanne Warner*  
*Secretary for Dixon Hall*

Date: \_\_\_\_\_

*06/13/14*  
*by Joanne Warner*