

DIXON HALL (“the Agency”)

2019 ANNUAL GENERAL MEETING OF MEMBERS

September 16, 2019

1. OPENING MEETING

Chair:

Chair Rod Bolger welcomed members to the 2019 Annual General Meeting of Dixon Hall.

The meeting was called to order. The Chair introduced the Board members present: Cameron Scrivens (Vice Chair), Thompson Egbo-Egbo (Secretary), Kevin Hibbert (Treasurer), Susanne Gossage, Scott Bell, Barbara Feldberg, Tim Moseley, Jordana Greenberg, and Trevlyn Kennedy.

2. DECLARATION OF MAILING

Secretary:

Thompson Egbo-Egbo, 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, Thompson Egbo-Egbo, Secretary for Dixon Hall, certify that, a notice of the Annual Meeting for today, September 16, 2019, was mailed to all members of Dixon Hall.”

3. CONSTITUTION OF MEETING

Chair:

The Chair confirmed the meeting had quorum and could proceed, and that those who had purchased their memberships before August 16, 2019 could vote.

4. MINUTES FROM PREVIOUS MEETING

Chair:

The Chair noted that the previous AGM took place in September 2018, and the minutes of that meeting were distributed as members arrived at this meeting. Members were invited to raise any questions regarding the minutes.

RESOLVED that the minutes of the 2018 Annual General Meeting be accepted and approved.

MOVED: Carolyn Gray

SECONDED: Irene Lanniolo

ALL IN FAVOUR: CARRIED

5. FINANCIAL STATEMENTS

Chair:

The Chair invited Treasurer, Kevin Hibbert, to address the financial statements.

Treasurer:

The Audited Financial Statement was posted on the Dixon Hall website, available at 58 Sumach on request and was

distributed alongside the Treasurer's report to members entering the meeting.

The growth in Dixon Hall's operations over the past year is notable. The annual operating revenues grew from \$11.6M in 2018 to \$14.7M in 2019, a growth of \$3.1M, or 27% over one year. The Agency had a small operating surplus of about \$46,000 which means that the Agency continues to deploy substantially all of the agency revenues towards key services and program offerings.

The majority of the growth has come from additional government funding. Dixon Hall's ability to win government contracts evidences the Agency's government partners' faith in the work that Dixon Hall is doing. With that in mind, the Treasurer thanked Dixon Hall's volunteers, staff, and partners for their dedication and passion in fulfilling the Agency's mission.

The Treasurer thanked his fellow directors, the Finance and Audit Committee, management team and staff, and Chief Financial Officer Gretchen Daniels and her team for their dedication and hard work. He invited the membership to ask questions or request clarifications. No questions were raised.

6. RE-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 re-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 re-appointed as auditors for the next year for a fee to be subsequently approved by the Board of Directors.

MOVED: Carolyn Gray

SECONDED: Thomas Lanniolo

ALL IN FAVOUR: CARRIED

7. CHAIR'S REPORT

Chair:

The Chair began by noting the efforts of the Agency's volunteers, employees and leaders and that it is a testimony to those efforts that the City, local and federal governments continue to put greater confidence in the Agency to provide services to the community.

This being the Agency's 90th AGM, the Chair spoke about the Agency's history, noting that it started as a Soup Kitchen on Sumac Street, helping those in the community survive during the great depression. However, while many have thrived since, there are still many in the City that need the help of Dixon Hall and the Chair highlighted many of the important services that the Agency provides including music lessons, meals on wheels, rides for seniors, employment services, dry beds and children and youth programs.

The Chair also highlighted the anticipated opening of the new state of the art Youth Centre and Music School, which is scheduled to open in late fall/early winter on time and on budget.

The Chair thanked Agency staff, CEO Mercedes Watson and the Board of Directors for their work on behalf of the Agency and thanked the Agency's members for believing in the Agency.

8. ORDER OF DIXON

Chair:

Order of Dixon

At the Agency's 80th anniversary, in 2009, the Order of Dixon was created to recognize those special friends who have made an outstanding contribution to the organization, 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 being the Agency's 90th year, the Agency has departed slightly from tradition and is recognizing an individual and a team; Mitchel Cohen and our group of 5 volunteers, Jean Alleyne (30 years), Marie-Paul Houle (30 years), Julie Critchly (30 years), Patricia Woolner (23 years), and Thomas Chan (10 years).

Mitchel Cohen

The Chair recognized and honoured Mr. Mitchel Cohen with the first Order of Dixon award. He remarked that Mr. Cohen has been a tireless supporter of the Agency with his fundraising efforts and the donation of materials towards the construction of the Youth Centre and Music School.

Volunteers

The Chair then introduced the next recipients, Jean Alleyne, Marie-Paul Houle, Julie Critchly, Patricia Woolner, and Thomas Chan, who have supported the Agency and the meals on wheels program for up to 30 years.

9. CHIEF EXECUTIVE OFFICER'S REPORT

CEO:

Chief Executive Officer Mercedes Watson highlighted the valuable work done by all parts of the Agency during the year, as reflected in the Agency's Mission, Vision and Values.

The CEO particularly highlighted how the Agency has grown because of a societal need and that staff have continued to bolster the Agency's existing relationships and fostered new ones to ensure the Agency has the tools required to provide the necessary services to the community. Further, Ms. Watson noted that while staff had to make some difficult decisions over the past year, such as the relocation of the senior's services, staff have remained committed to ensure these changes do not impact on the quality of services provided by the Agency.

Ms. Watson thanked the leadership team and the Board for all of the support they provided to the Agency during the year.

Following her report, Ms. Watson addressed a question concerning the decision to relocate the senior's services. Ms. Watson noted that it was not an easy decision, however it was determined that the new location at 190 Carlton was more central for all of those accessing the Agency's seniors programing, and the new location also allowed the Agency to have additional space to provide programs.

10. OTHER BUSINESS: ACKNOWLEDGEMENT OF RETIRING DIRECTOR

Chair:

The Chair recognized the retirement of Ms. Esther Tock from the Board in 2019 and thanked Ms. Tock for the time and energy that she has contributed to the Agency. Mr. Bolger added that Ms. Tock helped steward the Agency through a long period of change with a respect for the Agency's strong community roots.

11. RE-ELECTION AND ELECTION OF DIRECTORS

Secretary:

Secretary Thompson Egbo-Egbo introduced the candidates for re-election and election to the board:

- Kevin Hibbert (re-election)
- Scott Bell (re-election)
- Tim Moseley (re-election)
- Jordana Greenberg (re-election)
- Dr. Robert Nam (election)

Discussion was invited, and none arose.

RESOLVED that Kevin Hibbert, Scott Bell, Tim Moseley and Jordana Greenberg be re-elected to the Board of Directors for a second three-year term. That Dr. Robert Nam be formally elected by the members to serve his first three-year term.

MOVED: Carolyn Gray
SECONDED: Irene Lanniolo
ALL IN FAVOUR: CARRIED

12. 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: Irene Lanniolo
ALL IN FAVOUR: CARRIED

APPROVED

STATEMENT OF VERIFICATION FOR
MAILING OF NOTICE OF ANNUAL GENERAL MEETING

I, Thompson Egbo-Egbo, Secretary for Dixon Hall, certify that, a notice of the Annual Meeting for today, September 16, 2019, was mailed to all members of Dixon Hall.

Signature: _____ Date: _____

APPROVED