

COMMUNITY LIVING

Durham North



Inspiring Possibilities

Annual General Meeting

June 24, 2019



Our Vision

A community where everyone is valued

Our Mission

To offer quality services and supports built on choice and advocacy, while fostering the community's capacity to value all members.



Strategic Directions

The plan contains three overriding directions, one related to services, one related to staff and one to families and the larger community.

- Direction 1** **Be an innovator: Offer creative, high-quality services and supports.**
- Direction 2** **Staff are valued: Continue to promote growth through mentorship and recognition.**
- Direction 3** **Promote community awareness and knowledgeable families.**

Messages from the Chair and the CEO

The board of directors has experienced some changes this year. We have added two new members to the board. Two board members – Anne Wright and Terry Vos – resigned from the board due to personal commitments. All members of the board have been active participants in board meetings and committee work. Thank you very much for your efforts.

Two active committees of the board of directors are the Finance Committee and the Rights Review Committee. Both committees met monthly to help both the board and the people we serve. Next year, a review of by-laws will be necessary to keep in line with new provincial legislation. As well, we look forward to providing input for the strategic plan review.

Once again, we supported the purchase of one house and we are in the process of purchasing a second house with a generous donation of a supporter. This will help us provide services to the people we support.

On behalf of the board of directors, I thank all staff of Community Living Durham North for their efforts in the past year.

I'd like to begin with a remembrance of David and Dean. They touched the lives of many, many people. Probably hundreds of current and former employees were involved in supporting David, because he lived in group homes and was with us for well over 30 years. Even more recently Tom and Andrew have both suffered strokes. We're cheering on their recovery as we prepare to adjust our supports in order to welcome them back home.

And meanwhile, as is always the case, we're busy with the process of renewal as young people graduating from high school sign up for respite or day time supports, and the life of Community Living Durham North moves forward. I would like to thank its 270 employees, who carry out its mandate, and who make CLDN such a terrific organization.

Our existing Strategic Plan was intended to guide us from 2015 through to 2020 and therefore, over the next several months, we'll engage in extensive consultations with a view to the redevelopment of the Strategic Plan. One of its key planks had to do with valuing staff and promoting growth through mentorship and recognition. A formalized Leadership Program was a product of our efforts to actualize the Strategic Plan and I'd like to recognize the recent, and first, graduates of the program, Jessica Robinson and Emily Coleman; also, a big thank-you to their respective mentors, Amanda Carkner and Deb Agnew.

Clare Suggitt

Glenn Taylor

Clare Suggitt
Board Chair

Glenn Taylor
A/CEO

Agenda for the Annual General Meeting

Monday, June 24, 2019

1. Welcome & Opening Remarks - Clare Suggitt
2. People Making an Impact - Jeff Fahrer & Christine Robinson for Christine Annis
3. Years of Service Awards - Management Team
4. The Jamie Ross Star of Excellence Award - Louise Renwick & Leeanna Cliff
5. Approval of 2018 Minutes - Glenn Taylor
6. Report of the Treasurer/Auditor - Len Wright & Vesa Vilander of Smith, Chappell, Marsh & Vilander
7. Review of Board Succession Plan - Glenn Taylor
8. Nominations from the Floor
9. Election of the Board
10. Presentation - Clare Suggitt
11. Installation of Elected Board - Alice Johnson
12. Closing Remarks - Clare Suggitt
13. Motion to Adjourn

Our Mission: To offer quality services and supports built on choice and advocacy, while fostering the community's capacity to value all members.

Valued Member of the Community

“Determination”

“Recognition”

“Contributing”

“His Personal Story”

Community Living Durham North would like to introduce Jeff Fahrer who has been participating in the Terry Fox run for the past 21 years. This race and the cause it supports are close to his heart for very personal reasons. Jeff will share his story with us about his determination and the recognition he has received participating in the Terry Fox run. In addition, he will share his many accomplishments such as record fundraising totals and a visit to the Terry Fox memorial in Thunder Bay.



Years of Service Recipients for 2019

Community Living Durham North is pleased to recognize the following staff and volunteers for their years of dedicated service.

Each of their unique contributions has furthered the vision of Community Living and has enhanced the lives of people who have an intellectual disability.

Thirty Years

Diane Chapman
Linda Donnelly

Christine Robinson
Sheila Wotten

Twenty Years

Helen Fasolino
Tammy-Jo Mullen

Leslie Hancock
Matt Parr

Katherine Lewyckyj
Danielle Ritchie

Fifteen Years

Melissa Burgess
Michelle Parker

Kristy Howie
Deanna Slama

Debbie Nelligan
Colleen Arbuckle (Volunteer)

Ten Years

Craig Boduch
Liliana Escobar
Mary Helen Leddy (Volunteer)

Marti Crooks
Jennifer Shirley

Dawn Desouza
Bobbi Wallis

Five Years

Brennan Alder
Megan Digiandomenico
Jamie Lee
Clare Suggitt (Volunteer)

Jossolyn Allison
Alicia Hill
Jean Ann Mackinnon

Candace Chard
Maryann Homes
Vivian O'Neill

Thank you for all that you do!

The Jamie Ross Star of Excellence Award

The Star of Excellence Award is presented to an individual or team that exhibits an ongoing commitment to providing quality service and supports. They are recognized monthly by colleagues and managerial staff and presented with the **Big Believer High Achiever Award**.

Community Living Durham North would like to recognize the 2018-2019 Jamie Ross Star of Excellence Award nominees:

- Crystal Matthews, Niki Goulden, Gail Love and Liliana Escobar – These ladies who worked at the Uxbridge Community Supports program organized a community event they called “Spring Fling.” More than 120 community members attended and enjoyed music, Zumba dancing, CLDN’s hot dog cart and a photo booth!
- Heather Pink – Heather planned a week long Youth Group summer day camp. She organized different events each day such as making crafts, playing water gun laser tag, scavenger hunting and making tie dyed shirts. Heather set up a photo wall-of-fame after each day so participants could remember the fun they had the day before!
- Kevin Cayer – Kevin assisted Doug to plan and execute an amazing trip to Calgary. They took in the Calgary Stampede, a Dinosaur Museum, a suspension bridge, the zoo, a casino and of course Banff and Lake Louise. Memories of a lifetime were made!
- Kristen Shields and Janet Sheridan – Kristen and Janet provided compassionate support to Kevin and David when their beloved cat, Nikki, had to be put down due to illness. They also prepared a special burial with perennial plants to mark the plot of their cherished pet.
- Deanna Harper – Deanna was instrumental in reconnecting Julie with a number of people from her extended family. As a result regular visits are continuing to happen!
- Gilda Lewis – Gilda supported Daryl to create a photo album and organize his old pictures. He takes this album when he visits his mom in the nursing home and they reminisce and feel more connected.
- Amanda Morey, Jeff McQuaid, AC Gray, and Susan Taylor - The Team invited anyone in the agency who would be spending Christmas alone to join in the festivities and dinner at Island Road on Christmas Day. All people were welcomed, served a home cooked meal and, eventually, they left with full bellies!
- Steven Gervais – Steven made arrangements for Andrew to meet one of the cast members of his favorite TV Show “Storage Wars.” Andrew got his picture taken with the star and also received an autographed piece of currency!
- The Simcoe Team – The Simcoe Team welcomed a new person to the home. They have gone to great lengths to ensure she is comfortable in her new environment. They helped her to decorate her bedroom, to learn about her own interests and to celebrate her achievements!
- Jeanette Fulford, Dennis Brown, Patti Kourtis – These staff assisted Kevin to secure a job at Swiss Chalet / Harvey’s. They supported him to learn the position and then slowly backed away; he is completely independent in his work. He has developed natural connections and his co-workers are willing to help Kevin whenever he asks!

- AC Gray – Weeks after AC got back from an overnight trip to Ottawa with Jim, he solved a scheduling problem for the team by packing his bags and heading off with Jim one more time - to the Dominican Republic! With very little notice AC cleared his schedule, packed his bags and they were off, to enjoy an all-inclusive vacation! They enjoyed playing badminton, mini-golf, tennis, a dinner cruise, 4-wheeling, swimming and relaxing, of course.
- Aprilee Campbell, Kathy Kiiskinen, Jossolyn Allison – A true sense of Community Involvement was felt on May 8th when Christine and her Big Bike Team took to the local roads. Aprilee, Kathy and Jossolyn recruited a team of 29; they had matching shirts made for everyone. Christine's team was the top fundraising team with a grand total of \$6,066 for the Heart and Stroke Foundation!

This monthly award is given out to the individual or team that demonstrates excellence in supporting a person/people in one or more of the following areas:

- Supported a person to participate in the life of the community by interacting with people, developing social roles, building social capital and promoting opportunities for integration.
- Supported a person to connect to natural support networks, to have meaningful friendships or to explore the level of intimacy he/she desires.
- Supported a person to have a meaningful day, assisted a person with ongoing education in an area of interest to them, or assisted them to achieve gainful employment or a volunteer opportunity.
- Supported a person to discover their lifelong goals, accomplish those goals and celebrate their successes.
- Supported a person in a way that significantly enhanced their quality of life.

Congratulations to each of the monthly winners! Stay tuned for the announcement of the Jamie Ross Star of Excellence Award winner during the Meeting!

COMMUNITY LIVING DURHAM NORTH

ANNUAL GENERAL MEETING

MINUTES

June 25, 2018

1. Clare Suggitt, Board Chair, opened the meeting at 7:07 p.m. by welcoming all present.
2. **MOTION** by Clare Suggitt, **seconded** by Terry Vos, that the agenda be adopted.
CARRIED.
3. The evening's program began with Shawn Avery delivering his "Youth Speaks Presentation." Shawn spoke about his struggles learning to live with Asperger's and depression and how he is now reaching the point where he can help not only himself but others who face similar challenges.
4. Leeanna Cliff and the entire Management Team presented Years of Service Awards to both staff and volunteers, specifically to people completing five, ten, fifteen, twenty, twenty-five, thirty and thirty-five years of service. Six people were honoured for reaching the twenty year mark, and then came: Danielle Cooper (25), Kimmie-Joe Stone (30) and Jeanette Fulford (35).
5. Christie MacDermid and Louise Renwick then took the podium. Christie explained the significance of the Jamie Ross Star of Excellence Award and its relationship to our monthly Big Believer High Achiever Awards. Together they introduced and congratulated our winners for 2017-18: the entire CHPI Program team (i.e. Crystal Matthews, Greg Avery, Niki Goulden and Craig Boduch).
6. Glenn Taylor then reviewed the minutes of the Annual General Meeting held on June 19, 2017 and printed in this year's package.
7. **MOTION** by Anne Wright, **seconded** by Brian Robert, that the minutes of June 19, 2017 be approved, as presented.
CARRIED.
8. Anne Wright, as Treasurer, delivered a brief report and informed the membership that we ended our fiscal year with an almost negligible operating deficit; some \$396 in a context of about \$14 M in revenues and expenses. Anne complimented finance staff on the timely and accurate presentation of information to the Board throughout the year, and concluded by introducing Rick Chappell of the firm *Smith, Chappell, Marsh, Vilander*.
9. Rick Chappell, a principal in his firm of auditors, presented his report on this year's audit. He stated that our financial records were in good order, that CLDN has the necessary controls in place, and that monies were spent in a manner consistent with the mandate of the Association.
10. **MOTION** by Anne Wright, **seconded** by John Lee, that the reports of the Treasurer and our Auditor be received for information, and that the audited financial statements be approved.
CARRIED.

11. **MOTION** by Anne Wright, **seconded** by John Lee, that the firm *Smith, Chappell, Marsh, Vilander* be engaged to audit CLDN's financial statements in fiscal 2018-19.

CARRIED.

12. Glenn Taylor proceeded to explain the situation with respect to Board succession. He explained that eight people were automatically entering into the last year of a two-year term; i.e. John Lee (the A-Team's appointee), Terry Vos, Candace Taylor, Nicky Jones, Shona Casola, Bill Klaas, Len Wright and Anne Wright.

Two people had completed a two year term but were eligible to stand for re-election: Clare Suggitt and Lisa Kowal. Also standing for election were Brian Robert, who was appointed by the sitting board and served briefly at the tail end of 2017-18, and Elise Hawley, a very recent recruit.

13. Anne Wright **nominated** Fonda Zettler to the Board of Directors, Clare Suggitt **seconded** the nomination.

14. Glenn Taylor pointed out that with this nomination from the floor there was a slate of 13 candidates which, if acceptable to the membership, would make up a legally constituted Board, as our by-laws stipulate a minimum of seven and a maximum of fourteen. However, the by-laws also contemplate an electoral process and he called three times for further nominations from the floor. None were forthcoming.

15. **MOTION** by Clare Suggitt, **seconded** by Brian Robert, that nominations be closed.

CARRIED.

16. **MOTION** by Anne Wright, **seconded** by Brian Robert, that the above detailed slate of candidates be elected by acclamation.

CARRIED.

17. Clare Suggitt presented Colin Kemp with a token of the Board's esteem, upon Colin's retirement, and Glenn Taylor, A/CEO, made a presentation on behalf of the managers and administrative staff with whom Colin has worked over the past eight years.

18. The newly elected Board was sworn in by Alice Johnson.

19. **MOTION** to adjourn – Terry Vos.

Chair

CEO/Secretary

Board Succession Plan

Prior to the Call for Nominations from the Floor

The following by-laws are paraphrased:

18.0 The Board shall consist of between 7 and 14 directors.

6.3.1 Board members are elected, typically, to serve two year terms.

6.3.2 These two year terms are staggered such that, typically, half of the directors are automatically entering into their second year at any given AGM. Having served a two year term, the director must stand for re-election if he or she wishes to remain on the Board.

First an acknowledgement of Board Members who served in 2018-19 but will not be remaining on the Board: *Terry Vos* joined us in 2013 and was the Chair of our Rights Review Committee at the point of his departure. *Anne Wright* was first elected in 2015 and she served as our Treasurer for the duration of her involvement. The agency's self-advocate group, the A-Team, elected *John Lee* to the Board in June 2017 and his term has come to an end. Finally, *Fonda Zettler* was elected just last year but has recently tendered her resignation.

Our standard two year terms were designed so we'd always have some people automatically moving into their second year and others standing for election.

The by-laws confer on the aforementioned A-Team the right to name one person to the Board of Directors. Polling took place on June 10th and *Samantha Hillis* emerged as the A-Team's new representative.

Four people elected at last year's Annual Meeting are prepared to carry through into the second year of their term:

Lisa Kowal
Brian Robert

Clare Suggitt
Elise Hawley

Five people have completed a two year term but are eligible to stand for re-election and have signaled their intention to do so:

Nicky Jones
Shona Casola
Bill Klaas.

Candace Taylor
Len Wright

The Board also recently recruited and nominated two additional community members who wish to stand for election:

Karen Dillon has a Masters degree in Social Work from York University and is the Manager of Specialty and Assessment Services at Children's Treatment Network in Richmond Hill. She is currently on secondment for the second time with the Ministry of Children, Community and Social Services supporting the redesign of the Ontario Autism Program. She has worked with individuals and families of children and youth with developmental and physical disabilities for the past two decades. Karen moved to Port Perry three years ago with her husband and step-son.

Danielle Arscott moved to Oshawa at the age of 12 with her family. She spent her high school years at Paul Dwyer and went on to study law enforcement at Durham College. After graduating from college, Danielle began to work as a security guard and quickly realized law enforcement was not for her. She returned to school three years later after working as security in a hospital, the place she discovered her passion for helping those in need. Looking for a program that would prepare her for an environment where she could really help people, Danielle settled on Human Rights and Equity Studies in Toronto at York University. Recently graduated, Danielle is excited to begin a new chapter in her career.

Jamie Ross Outcomes Sponsorship Fund Recipients

In 2018/2019 the Jamie Ross Outcome Support Fund helped people achieve a variety of goals. Some of which included; purchasing a new chair to increase independence and safety, a trip to Thunder Bay to visit the Terry Fox Memorial, a trip to Orlando, summer camp admission, dental work for a young lady and a new walker for another person. In addition, the Jamie Ross Outcome Support Fund provided gift cards for people during the Christmas season. The gifts consisted of Walmart and grocery cards for people to purchase a Christmas meal or a gift for under the tree.

