

## **Creston and District Society for Community Living Annual General Meeting September 10, 2007**

### **1. Call to Order**

Acting Chair Alex Nilsson called the meeting to order at 7:01 pm. Those present at the meeting were as follows:

*Directors: Alex Nilsson, Rita Petrich, Michelle Whiteaway, Bob Meredith, Bunny Barrett, Todd Dixon*

*Staff: Annette Boettcher, Peter Feltham*

*Guests: Karlene Emary (Auditor), Jim Scarrow (Rebekah Manor tenant)*

### **2. Welcome and Introductions**

Alex Nilsson welcomed everyone to the 2007 Annual General Meeting. Introductions were made. There were six voting members present out of a total number of nine eligible members. Parliamentarian Bob Meredith confirmed that the meeting has been convened in accordance with CDSCL by-laws.

### **3. Approval of Agenda**

*MOTION: To approve the agenda as circulated.*

*M Bob Meredith S Bunny Barrett CARRIED*

### **4. Adoption of Minutes from AGM August 14, 2006**

*MOTION: To adopt the minutes from the Annual General Meeting held August 14, 2006 as distributed.*

*M Rita Petrich S Bunny Barrett CARRIED*

### **5. Presentation of Audited Financial Statements**

Karlene Emary from Michelson, Bambrick and Co. presented the audited financial statements for 2006/07. The first page confirms that our financial reporting, principles and estimates are consistent with generally accepted accounting principles and that the audited statements fairly reflect the Society's financial position as of March 31, 2007. Of note:

- Total assets have increased by over \$40,000 from March 31, 2006.
- Our net asset position (equity) has increased by 36% to \$158,402 – this is our highest net asset position since 2001.
- After transfers were made to reserves, we finished the year with a net surplus of \$151.
- The total amount of Restricted Funds (Reserves) has increased by over \$18,000 from March 31, 2006. We received almost \$30,000 in donations, mainly for the Therapeutic Riding Program.
- The mortgage with Bill and Lela Irvine for the Woodshop has been paid off in full.
- CDSCL has funded the Contingent Liability for Frozen Sick Time in the amount of \$48,328. The actual liability would range from 0 to \$70,027.
- There was a change to the presentation of Schedules B and C to reflect the actual schedules submitted to BC Housing for 25<sup>th</sup> Avenue and Purcell Place.
- There are only two concerns raised by the auditor.
  - There is a degree of risk due to the fact that CDSCL has not received a ruling from Revenue Canada regarding the status of Day Program participants.
  - The Board should consider having additional Board members as signers on the General and Payroll accounts.

*MOTION: To approve the audited Financial Statements for 2006/07 as presented.*

*M Bob Meredith S Rita Petrich CARRIED*

## 6. Adoption of 2007/08 Budget

Executive Director Peter Feltham reviewed the revised proposed Budget for 2007/08 as compared to the actual amounts for 2006/07, explaining each budget item and the rationale for the numbers. It was noted that these budget figures do not include the budget for Rebekah Manor, which will be presented separately under New Business.

*MOTION: To adopt the budget for 2007/08 as presented.*

*M Bunny Barrett S Michelle Whiteaway CARRIED*

## 7. Appointment of Auditor for 2007/08

*MOTION: To appoint Michelson, Bambrick and Company as auditor for 2007/08.*

*M Bob Meredith S Rita Petrich CARRIED*

## 8. Setting of Membership Dues for 2008/09

*MOTION: To increase annual individual membership dues for 2008/09 to \$5.00 per person for 2008/09.*

*M Bob Meredith S Bunny Barrett CARRIED*

*MOTION: To set the dues for lifetime membership at \$50.00.*

*M Bunny Barrett S Michelle Whiteaway CARRIED*

## 9. Presentation of Reports

- The Annual Report for the Riding Programs was distributed and reviewed by Michelle Whiteaway. It was noted that the Garage Sale will be held on October 6<sup>th</sup> from 8:00 am to noon at the Endicott Property.
- The Annual Report from the Executive Director was distributed. Peter Feltham reviewed the report and highlighted the main items.
- Chair Alex Nilsson thanked Board members for their dedication to the organization, giving special appreciation to Chairman Peter McIsaac as well as Pat Chapman and Angela Eckersley who are stepping down from the Board. Mr. Nilsson also expressed his appreciation to Peter Feltham stating that the organization is fortunate to have him as Executive Director. He also expressed his thanks to the Administrative staff, stating that the office always has a positive atmosphere and to managers and line staff for all the hard work and a job well done. He concluded that the service provided by CDSCL is excellent, with very few complaints.

## 10. Election of Directors

Executive Director Peter Feltham took over the meeting for the Election of Directors. There are three vacancies on the Board. The Nominating Committee nominated Michelle Whiteaway for a two-year term, which she accepted. After calling for nominations from the floor three times, Mr. Feltham declared nominations closed and that Michelle Whiteaway is elected to the Board of Directors for a two-year term by acclamation.

## Old Business

### 11a. Fruit Income

Peter Feltham reported that the 10-year lease agreement with Garth Oko has now expired and that we will be negotiating with him for a new term. He has agreed to remove the block of trees between Orchard House and Erickson road as well as any trees necessary to install a new septic field for Orchard House and the apartment. We will also be receiving an increase on the percentage rate that we receive on the crop. ...3

## **New Business**

### **12a. Acquisition of Rebekah Manor**

An information sheet regarding the acquisition of Rebekah Manor was distributed, along with a proposed budget for September 2007 to March 2008.

**MOTION: Be it resolved that:**

- 1. The Society borrow from Canada Mortgage and Housing Corporation up to the principal sum of \$264,562.07 to facilitate the purchase of the property known as Rebekah Manor, located at 1628 Hillside Street, Creston, British Columbia, legally described as Parcel Identifier 012-097-519 Lot A District Lot 891 Kootenay District Plan 12342.**
- 2. The Society be and is hereby authorized to execute and deliver all documents and security required from Canada Mortgage and Housing Corporation, or other lenders of the monies, as may be approved from time to time by the directors of the Society, in such form and containing such terms, covenants, provisos and conditions as are satisfactory or required by them, including without limitation assumption agreements, mortgages, assignments of rents and security agreements.**
- 3. The directors of the Society are hereby authorized to do all such things as may be necessary or incidental to facilitate the said purchase including the borrowing of funds."**

**M Bob Meredith S Bunny Barrett CARRIED**

**MOTION: To adopt the budget for Rebekah Manor for September 2007 to March 2008 as presented.**

**M Bunny Barrett S Michelle Whiteaway CARRIED**

### **12b. Recommended Changes to the Constitution and By-laws**

A package of recommended changes to the Constitution and By-laws as recommended by the Board of Directors and as circulated in accordance with the CDSCL Constitution and By-laws was presented.

**MOTION: Be it resolved that the recommended changes to the Constitution and By-laws of the Creston and District Society for Community Living be adopted as presented. M Bob Meredith S Rita Petrich CARRIED**

### **12c. Fall Fair Entry**

Todd Dixon was congratulated for winning first prize and a special ribbon for a painted ceramic piece that had been entered into the fall fair on his behalf. Well-done Todd!

### **13. Presentation of Certificates of Appreciation**

Executive Director presented Board members with certificates of appreciation, thanking each member for their special contribution to CDSCL.

### **14. Adjournment**

Chairman Alex Nilsson declared the meeting adjourned at 8:51 pm.

Signed \_\_\_\_\_

Alex Nilsson, Chair

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Peter Feltham, Recording Secretary