

Annual Members' Meeting (AMM) 2025 for

Warden Woods Community Centre

**Thursday, September 18th, 2025
(ONLINE)**

6pm – 7pm

Agenda

1. Land Acknowledgement
2. Welcome! And Orientation to the Meeting
3. Approval of last AMM minutes
4. Presentation of Audited Financial Statements
5. Selection of Auditor for 2026
6. Election of Directors
7. Adjournment of the Meeting





2024 ANNUAL MEMBERS' MEETING (VIRTUAL)
SEPTEMBER 19, 2024 6:00pm -7:00pm

Meeting Commenced: 6:00pm with 38 voting members in attendance.

Meeting Concluded: 7:05pm

Item	Discussion
Opening Remarks	<ul style="list-style-type: none"> Julia Gonsalves, the Executive Director of Warden Woods Community Center, opened the 2024 annual members meeting by acknowledging the Indigenous peoples of the land and outlining the governance structure and responsibilities of the board of directors. The meeting proceeded with the approval of the minutes from the 2023 annual members meeting, which were projected on screen <p>MOTION: to approve the 2023 Annual Members' Meeting Minutes as written -- Moved by: Mark Liebenthal Seconded by: Norman Nader; Results: Majority in favour. Motion passed.</p>
By-laws Updates and Special Resolution	<p><u>By-law Updates</u></p> <ul style="list-style-type: none"> Hiona Murray, on behalf of the governance committee discussed updates to the bylaws, including changes related to membership termination, quorum requirements for meetings, the election process for board members, and clarification to remuneration. <p>MOTION: that the updated By-laws be approved. Moved by: Mark Liebenthal; Seconded by: Harriet Sheppard; Results: Majority in favour. Motion passed.</p> <p><u>Special Resolution</u></p> <ul style="list-style-type: none"> Our Original Letters Patent states the need for 7 Directors on our Board. However, since 2017, the Director count has ranged from 5 minimum and 13 maximum. A members' resolution is required to change our Letters Patent to align with our updated By-Laws, and to reflect our recent practice of electing minimum 5 and maximum 13 Directors. The resolution document was sent out a few weeks ago by email for your review. <p>MOTION: to accept the amended original letters patent as written Moved by: Mainul Chowdhury; Seconded by: Norman Nader; Results: Majority in favour. Motion passed.</p>

Audited Financial Statement	<ul style="list-style-type: none"> - Rob Clause, BDO Canada, WWCC auditor, provided a detailed overview of the independent financial audit report, noting persistent issues – challenges with donation and fundraiser that has a cash component and leasing rules -- that have affected the organization's financial statements over the years. He highlighted the financial position of the organization, pointing out increases in accounts receivable and prepaid expenses, while also noting a consistent level of liabilities and a small surplus in net assets for the current year. Rob Clause further elaborated on the financial review, indicating an increase in revenues attributed to CWELCC funding and interest rate changes, alongside rising wages and benefits, and a decrease in contracted services - Harriett raised concerns about Concerns regarding high staff turnover who emphasized the importance of retaining staff for longer periods rather than frequently hiring new employees. Julia Gonsalves acknowledged the challenges in staff retention and the need to find suitable candidates, reflecting on the broader struggles faced by the non-profit sector. <p>MOTION: move to approve the Audited Financial Statements for the year ending March 31, 2024 Moved by: Mark Liebenthal; Seconded by: Norman Nader; Results: Majority in favour. Motion passed.</p> <p>MOTION: move to appoint the firm BDO as auditor for 2024/2025 and to employer the Board to set the audit fee at a later date. Moved by: Norman Mader; Seconded by: Mark Liebenthal; Results: Majority in favour. Motion passed.</p>
Slate of Directors	<ul style="list-style-type: none"> - Mark Liebenthal shared screen to display the Board members to the membership. Mark thanked Khamy Ganeshathsanfor her dedication and volunteerism over the years. <p>MOTION: to elect the following individuals to the Board of Directors for 2024/2025</p> <ul style="list-style-type: none"> - Mark Liebenthal to be elected for 1st year of 3rd term - Tanya Johnson 1st year of 3rd term - Javil Joujoute to be elected for 1st year of 1st term - Viktoria Lovrics to be elected for 1st year of 1st term <p>Moved by: Norman Nader; Seconded by: Hiona Murray; Results: Majority in favour. Motion passed.</p>

MOTION: To adjourn this year's Annual Members' Meeting. Moved by Mark Liebenthal; seconded by Norman Nader; all in favour. Motion passed.