

## HOMES FIRST SOCIETY 2018 ANNUAL GENERAL MEETING

Tuesday, June 4, 2019, 6:15 p.m.

Oakham House, Oakham Lounge, 63 Gould Street, Toronto, ON M5B 1E9

### Present:

<b>Board Members</b>	Jeremy Roach (Chair) Jose Querubin (Treasurer) Gabriele Grach Mervyn Horn	Shelagh O'Donnell Jeff Shannon Carla Whillier
<b>Board Members – Regrets</b>	Abiodun Ayinla Warren Booth Mo Ettehadieh Merav Jacobson (Proxy held by Executive)	Paulina Salamo (Proxy held by Executive) Kitty Tsang (Proxy held by Executive) Alexis Van Halen (Proxy held by Executive)
<b>Guests</b>	Matt Consky (HFF Candidate) Chantal Desloges (HFF Chair) Maria Felix Baldelomar (HFF Coordinator) Barbara Haynes (HFF Secretary) David D'Cruz (HFF Treasurer) Kate Hatoum (HFF Director) Jean-Claude Killey (HFF Director)	Mike MacMillan (Akler, Browning, Frimet, & Landzberg, LLP) Dylann McLean (HFF Marketing & Communications Specialist) Lindsay Parsons (Toronto Shelter Network) Dan Shereck (Akler, Browning, Frimet, & Landzberg, LLP)
<b>Staff</b>	Hania Ahmed (Communications & Community Engagement Coordinator) Brenda De Andrade (Onboarding Supervisor) Kassandra Duarte (Human Resources Administrator) Candice Elliott (Human Resources Supervisor) Christopher Encarnacao (Enhanced Services Supervisor, Bathurst-Lakeshore Shelter) Ryan Evershed (Community Engagement Coordinator) Jamie Facciolo (Director of Housing and Shelters) Martha Falk (Strachan House Supervisor) Ailee Galicia (Enhanced Services Supervisor, Bathurst-Lakeshore Shelter) Lorelli Iaponas (Human Resources Administrator) Pat Lewis (Pest Control & Hoarding Specialist Supervisor) Jessica Luckett (Housing Supervisor, West Team)	Michael Lyster (Manager of Housing & Shelters) Kim Mole (Administrative Coordinator) Patricia Mueller (Chief Executive Officer) Gary Muirhead (George Street Respite Supervisor) Lily Netzereab (Bathurst-Lakeshore Shelter Supervisor) Alyson Olsheski (Administrative Assistant) Laura Olsheski (Human Resources Administrator) Ade Olubode (Director of Finance) Justin Ryan (Director of Property Management Operations) Thomas Ryan (St. Clair Shelter Supervisor) Rico Simoes (Assistant Manager of Housing) Jessica Uthayakumaran (Enhanced Services Supervisor, Kennedy Women's Shelter) Giuliana Viani (Bathurst-Lakeshore Shelter Supervisor) Beverly Wright (Savards Women's Shelter Supervisor)

## 1. Welcome & Introductions

- Jeremy Roach, Chair, welcomed everyone to the Annual General Meeting and introduced those Board members present, as well as Patricia Mueller, Chief Executive Officer, and members of HFS's staff introduced themselves.
- Jeremy reported that the Homes First Society Bylaw requires that notice be sent at least 14 days prior to the meeting. The notices for this meeting were distributed on May 10, 2019. The Bylaw also provides that quorum is two-thirds members present in person or by proxy, and there were seven Members present and proxies were held for four Members, resulting in eleven members represented.
- Jeremy declared that the meeting was regularly called and properly constituted, and called the meeting to order at 6:15 p.m.

## 2. Declaration of Conflict of Interest

- None.

## 3. Verification of the June 5, 2018 Annual General Meeting Minutes

- Jeremy noted that the minutes of the AGM held on June 5, 2018, had been included in the meeting's package. Jeremy asked if there were any errors or omissions.

**MOTION:** That the HFS June 5, 2018 Annual General Meeting minutes be approved.

**MOVED:** Shelagh O'Donnell    **SECONDED:** Jose Querubin    **CARRIED**

## 4. Approval of the 2018 Audited Financial Statements

- Jose Querubin reviewed the Financial Statements and reported that HFS had again achieved a modest surplus in 2018.

**MOTION:** That the Audited Financial Statements for the period ending December 31, 2018, be approved.

**MOVED:** Jose Querubin    **SECONDED:** Mervyn Horn    **CARRIED**

## 5. Appointment of Auditor for 2019

**MOTION:** That Akler, Browning, Frimet & Landzberg be appointed as Auditors for HFS for the year ending December 31, 2019, and until their successors are appointed, at a remuneration to be fixed by the Board of Directors.

**MOVED:** Jose Querubin    **SECONDED:** Jeff Shannon    **CARRIED**

## 6. Chair's Report

- Jeremy Roach briefly reviewed the highlights of the past year, including the incredible level of growth the organization has experienced.
- On behalf of the Board of Directors and as a resident of Toronto, Jeremy thanked Patricia Mueller and Kim Mole, the management team, staff, and all of the Directors for their work and commitment to Homes First.

## **7. Chief Executive Officer's Report**

- Patricia Mueller noted that 2018 was a very busy year, with activities such as the opening of the 105-bed George Street Respite within 3 days of receiving the keys, to the opening of the 200-bed Queen Elizabeth building respite within 3 days during a snowstorm – a tribute to everyone who pitched in.
- Patricia added that our Director of Property Management Operations Justin Ryan used a creative approach to organize the open space of the Respite, providing a clearly delineated space which was much appreciated by the residents.
- Patricia reported that we have very recently opened 100-beds at the Lakeshore-Bathurst Shelter, and will be opening another 100 beds before the week is done.
- We have also worked hard to provide increased supports for our residents with more programs, and due in part to our data analysis, we now have addiction, harm reduction, and follow-up support workers.
- In addition, our Human Resources department has grown to meet the increasing needs of the organization – which has grown from 90 to 200 employees, and currently has 37 openings.
- Our “we can do it” vision has made us a leader with the City, and Patricia expressed her pride in the organization and its great employees, and also welcomed new members of the management team.
- Patricia thanked the management team, Board of Directors, staff, and the Foundation for all of their efforts.

## **8. Appointment of Directors**

- Jeremy Roach introduced the members of the HFS Governance & Nominating Committee, noting that co-Chairs Paulina Salamo and Merav Jacobson were unable to attend, and invited Carla Whillier to report.
- Carla reported that our bylaw requires that we have 15 Directors on the Society Board, up to four of them being residents of Homes First, and the rest comprised of community members.
- Merav Jacobson, Jose Querubin, and Kitty Tsang, as well as Resident Representative Gabriele Grach have another year to complete of their 2-year terms.
- Mo Ettehadieh, Paulina Salamo, and I have agreed to stand for re-election for a two-year term; Mervyn Horn was appointed to the Board on September 18, 2018, and has agreed to stand for election for a two-year term.
- Both Shelagh O'Donnell and Jeff Shannon have completed their tenure on the Board.
- Carla added that nominations for the Resident Director positions were sought from all residents 18 years of age and older; and no nominations were received by the deadline.
- Both Jeremy Roach and Alexis Van Halen were elected to the Board of Directors on June 14, 2011, meaning that they are currently serving the maximum term as per our bylaws; however, Item 8(b) of our bylaws states:  
“A Director may be re-elected to the Board up to a maximum of four consecutive terms, or eight years, unless extended by resolution of the Board in respect of a particular Director.”

At the May 14, 2019 Board of Directors' meeting, that special resolution was put forward and passed for both Jeremy and Alexis; both of whom have agreed to stand for re-election.

- We currently have three community member vacancies, as well as for two resident representatives that the Society is endeavouring to fill as soon as possible.

**MOTION:** That Mo Ettehadieh, Mervyn Horn, Paulina Salamo, and Carla Whillier be declared elected as Directors of the Homes First Society Board for a two-year term.

That Jeremy Roach be declared elected as a Director of Homes First Society Board for a one-year term.

And that Alexis Van Halen be appointed as Resident Representative and Director –for a one-year term.

**MOVED:** Carla Whillier

**SECONDED:** Jose Querubin

**CARRIED**

## 9. Other Business

- Jeremy Roach thanked Jeff Shannon for his time served on the Board, as well as for serving on the Shuter Task Force.
- Jeremy also thanked Shelagh who has served on the Board of Directors for four years, as well as for chairing the Communications' Committee during her tenure.

The meeting adjourned at 6:45 p.m.

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Jeremy Roach, Chair

Respectfully Submitted By:  
Kim Mole, Recorder on:  
June 4, 2019