

**NOTICE OF ANNUAL GENERAL MEETING OF MEMBERS
THE ANNUAL GENERAL MEETING OF MEMBERS OF
THE GEORGIAN TRIANGLE LIFELONG LEARNING INSTITUTE**

will be held via Zoom

Friday October 9, 2020 at 10:00 am

- Receive the Directors' report;
- Receive the financial statement of the Institute for the fiscal period ended June 30, 2020, and the report of the Auditor thereon.
- Appoint an auditor.
- Elect directors.
- Approve all acts and activities of Directors and Officers; and
- Transact such further and other business as may properly be brought before the meeting.

Dated: the 25th day of September, 2020.

BY ORDER OF THE BOARD OF DIRECTORS

Janis Miller
Secretary

The following are available and easily printed at www.gtlli.ca

- Minutes of the Annual General Meeting held FRIDAY, SEPTEMBER 27, 2019
- Financial Statement for the fiscal period ended June 30, 2019
- Auditor's report for the fiscal period ended June 30, 2019
- Directors' Reports 2019-20
- Proposed slate of Directors 2020-21
- Proxy form for members not able to attend

Georgian Triangle Lifelong Learning Institute
Minutes of the Annual General Meeting
Held via Zoom
Friday, October 9th, 2020 at 10:00 am

Taken verbatim from the Chair, Sarah Dennis

Welcome:

Good morning everyone. Thank you very much for attending this Annual General meeting of GTLLI. I will do my best to move through today's business efficiently, so we can all enjoy our Covid friendly Thanksgiving weekend. Notices were sent out via email and posted on the Website.

David Green and **Michael Quinn** have agreed to be our scrutineers.

We have met quorum with 30 members and would like at this time to call the meeting to order. I have received 3 Proxies for the motions and will be introducing them if required.

The Government of Ontario mandated in March of 2020, that non-profits are allowed to hold their AGMs virtually due to the pandemic. In order to do so, we have a new format for our AGM this year, so I would like to go over again a few instructions.

- In order to vote, you must be visible and be registered to attend.
- Two people from the same household can view and vote by raising your hands on the same device as long as you both are **MEMBERS** and registered to attend.
- To verify your identity, your name(s) should appear on your video box.
- To vote, please raise your hand until the scrutineer verifies all votes have been counted.
- All attendees will be muted except for the speaker. If you are presenting or seconding a motion, you can unmute yourself and then go back on mute when you are done.
- If you need to speak during a discussion, please raise your hand and the moderator will put you on a speakers list and let you know when it is your turn to speak.

Because of the new format, our first order of business is for our GTLLI members to approve to do the following: to allow for any of our meetings be held in person or virtually in real time; meetings can be recorded for the purpose of Minutes; and voting to be done by in person show of hands, proxy or electronically.

Could I have a motion to approve the meetings of GTLLI members and directors and officers to be held as I specified above.

Motion:

I move that the meetings of GTLLI members, directors and officers can be held in person or electronically in real time. Meetings can be recorded for the assistance of the preparation of the Minutes and will be deleted after the Minutes are accepted. Voting at all meetings can be conducted by in person show of hands; both electronic and paper proxy forms or by any means of electronic voting that records the individual votes.

Catherine Campbell moved and Anne Green seconded. All were in favour. Motion carried

The second order of business is to approve the Minutes of the Annual General Meeting of last year.

Could I have a motion to accept the Minutes of the Annual General Meeting of Friday, September 27, 2019 as distributed and read?

Motion:

I move that the Minutes of the Annual General Meeting held on September 27, 2019 be accepted as distributed and read.

Barb McKenzie moved, and Janet Hogarth seconded. All were in favour. Motion carried

Report of the Chair: Sarah Dennis

The 2019/2020 season has been an unprecedented year in many ways.

We began our 2019 year with a mix of lectures on music, sports psychology, innovation, the Arctic and climate change. Then we were treated to series about The Brain, Water Issues and Canadian Foreign Policy.

We embarked on a Pilot project for the Brain series in the fall. We live streamed the New Life Church lectures to Wasaga Beach, Creemore and Simcoe Street Theatre. With demand always higher than tickets available, live streaming allowed us to accommodate 190 additional people. With the positive feedback we received from our members and the tremendous volunteer support, we had planned to continue live streaming at Creemore and Simcoe Street Theatre for the Winter and Spring series of 2020.

Then COVID-19 happened. The pandemic provided us with the opportunity to use our Livestreaming technology so that our members were able to watch the spring series from home.

Dr. Chapnick worked on his delivery to make sure the experience was as engaging as possible in the virtual format. He did not disappoint us with his informative talks on Canadian Foreign Policy.

With the continued challenges of the COVID-19 pandemic, we had to cancel all our live lectures for the Perspectives and Fall series 2020. In place of the live lectures, we are happy to be presenting some of our best 10 previously recorded lectures.

We have formalized the plans for the Winter and we are continuing to work on details for Spring 2021. Details for Winter will be presented in the Director of Curriculum's Report coming up next. As plans develop for Spring, we will update the website and let you know by email.

A Strategic Plan Committee has been formulated to evaluate our future direction as an organization. The Committee has received feedback from a group of our members and continue to work on their analytical review. If any of our members have input to contribute, please do not hesitate to let us know.

From starting our livestreaming programs to managing during the COVID situation, I want to sincerely thank our Board members, Curriculum Committee and technical team who steadily guided us through these challenges and changes. It has not been an easy.

I would also like to thank our many volunteers at the church and our satellite venues who helped with refreshments, facilities, seating, parking, finances, communications, walk in tickets, door greeters, and audio-visual tech. None of this is possible without our volunteers.

In closing, I would like to take a moment to acknowledge the efforts put forth by some retiring Board members as we were not able to hold an in-person Volunteer Appreciation Luncheon this year.

Joanne MacLachlan is stepping away from the Board after working as the Director of Communication for a short time however she is continuing to put her expertise to work behind the scenes to help out the communication and website team.

Rudy Putns has been on the Board for the past 3 years, as Director of Curriculum and Vice Chair. Rudy's past experience and knowledge has been an invaluable contribution. We have appreciated his steady leadership especially in this tumultuous time. Due to unforeseen health circumstances, he had to step down at this time.

Peter Coolican has been our Director of Finance and Associate Director for the past 5 years. With his guidance, we have been able to grow as an organization. It has not been easy managing the many possible financial scenarios as we established our live stream program and then the COVID situation. We thank him for his patience and his guidance.

Gayle Smithson is finally and officially retiring as Director and Acting Director of Communication and Website. We literally would not been able to get through this year without her help. She has been working on the Board for the past 5 years. She thought she was retiring

last year, but due to unexpected changes, she jumped back in graciously and wholeheartedly to enable a smooth transition.

Director's Reports:

Director of Curriculum – Ingrid McLeod-Dick

As you know, these have been trying times for the Curriculum Committee. Due to COVID -19, we had to cancel the in-person sessions for the Fall 2020 Perspectives and the Fall 2020 Health series as the presenters preferred face to face presentations. Instead, during the fall, videos of some of our most favorites past lectures have been available for weekly viewing.

For the Winter 2021 lecture series “Humans and Space”, the presenters have agreed to present by live streaming. We look forward to this series led by Dr. Tom Stiff including guest lectures by astronaut, Dr. Dave Williams and nuclear physicist, Paul Delaney. The Committee is currently working on alternative live streamed presentations for the Spring 2021. The Winter Brochure is available on the website now. Tickets for the Winter series will be available soon. You will receive email updates and more details will be posted on the website shortly.

To date, we have confirmed programs and lecturers for Fall and Winter 2022, assuming that we will be able to meet in person. The Spring 2022 lecture series is still to be confirmed. If we are not able to meet in person, then the Curriculum Committee will be constantly looking at alternatives to present to our members.

My greatest appreciation goes to the diligent and hardworking volunteers on the Curriculum Committee who ensure that our lecture series are successful, interesting, and relevant. But these volunteers also make the process of choosing and managing the lecture series a fun and rewarding experience and are a great team of people to work with.

A special THANK-YOU goes to Rudy Putns, Penny Bourne and Judy Ross who have stepped down from the Curriculum Committee in 2020 after many years of significant contributions of their time, ideas, and enthusiasm. We could not have done it without you!

Director of Communications/Website - Gayle Smithson

The website continues to be our most efficient way to provide timely information to our members and enables us to sell our products to the community. As in the past, we are hosted and supported by the local service provider, Wordjack Media, in Collingwood. For security reasons, the website and videos are restricted to those logging in from within North America.

Website-based sales of all 2019-20 live lectures in New Life Church took place as usual in June of 2019. As we looked to expand our reach into the community, we initiated live-streaming to 3 satellite venues, Simcoe Street Theatre, Creemore and Wasaga Beach. Guided by the responses of several surveys, we continued to offer live-streaming to Creemore and Simcoe Street Theatre

in addition to New Life Church into the Winter of 2020. With significant marketing and communication efforts to our members and the community, these ventures were successful.

When Covid-19 restrictions caused the cancellation of live gatherings, the Spring course was livestreamed to home computers or personal devices from the lecturer's home. Members could watch live-streamed on the Friday morning or by video later at no additional cost.

A final survey provided feedback on how livestreaming and videos were received by our audience and what they would support in the future. Survey results showed an overwhelming preference for live lectures, continued support for livestreaming in satellite venues and to personal devices and an appreciation of videos particularly when they were free.

As significant changes were made to GTLLI sales and the delivery of lectures in 2019-20, communications and website postings became more frequent and complex.

There is no longer a need to contact users by ordinary mail as every Member and Account Holder is reachable by email and website postings. We continue to look to ways to improve our communication to our members.

The increased number and complexity of our products and membership criteria require that the planned update of the website be done as soon as GTLLI 's Strategic Direction project is completed, and we are ready to resume some form of 'normal' post pandemic operation.

Director of Registration - Angela Keller

Membership numbers to date:

We have over 1300 registered accounts on our database with a total membership of 796 for the 2019/20 season.

73 of the members are volunteers to whom we owe lots of gratitude.

Voice Messages and emails to GTLLI:

As always, we have 2 volunteers who respond to the emails sent to info@gtlli.ca and to the voice messages left at 705-300-3251. Every attempt is made to respond to the messages within 24 hours.

These volunteers also familiarize our members with our website and where to access the information they need.

Help-line:

We continue to have volunteers staff the help-line to assist:

- Members on the first morning of member ticket sales. Members were informed that this help doesn't guarantee them tickets. We dealt with 75 emails/voicemails within the first 3 hours of ticket sales last year.
- Members accessed the Spring lectures livestreamed to home due to COVID-19. We dealt with over 50 emails the first morning and each week fewer and fewer needed help connecting to the lecture.

Walk-in tickets were sold at all the venues (New Life Church, Simcoe Street and Creemore) at every lecture after tickets holders are seated and to date there have always been seats available.

Director of Facilities - Ivor Corbett

Once again, a very successful year in spite of COVID-19. We were able to have 3 of the 4 sessions at New Life Church which worked very well with the support of our volunteer team looking after the coffee and monitoring the door. The staff at New Life Church were always willing to accommodate us, looking after our needs. The parking attendants were there to help with the parking with their usual smiles and comments. They made sure that the space was efficiently used in spite of the difficulties of winter and the snow.

This year we expanded our attendance to Simcoe Theatre and Creemore for live streaming which was successful, again, due to support from our volunteers. We also hosted a trial series at Wasaga Beach.

Director of Finance - Peter Coolican

The Director of Finance, Peter Coolican reports that the GTLLI continues to operate on a sound financial basis.

Please refer to John Harley's Auditor's Report which states that, in his opinion, this Statement presents fairly, in all material respects, the Revenues and Expenses of the GTLLI for the year ended June 30,2020.

As everyone knows 2019-2020 has operationally been a challenging year. However, financially things have worked out well. The year started with the in-house lecture series being fully subscribed and proceeding normally. Our fall experiment with livestream went well enough operationally and financially that the Board decided to continue with the livestreaming for the balance of the year. Due to good interest at two of the locations and due to good cost control measures by our tech whizzes, the livestreaming came very close to breaking even financially and, as we all know, became our only option when the COVID shutdowns forced us out of live performances.

Not having the live performances actually saved us money financially and, while our budget called for us to increase our net balance to a more comfortable level around \$18,000, we did in fact end up with a positive surplus.

In view of the uncertainties going forward this is a good position to be in and ensures that we will be able to react to whatever possibilities that have allowed us this year.

Could I have a motion to approve the Audited Financial Statement?

Motion: I move that the audited financial statements for the fiscal year ended June 30, 2020 be accepted as distributed and read.

Bob Smithson moved and David Hogg seconded. All were in favour. Motion carried.

Could I have a motion that John Hartley be appointed auditor for the fiscal period to end June 30, 2021.

Motion: I move that John Hartley be appointed auditor for the fiscal period to the end of June 30, 2021.

Larry Hogarth moved and Liz Cole seconded. All were in favour. Motion carried.

Report of the Nominating Committee 2020/21:

In accordance with the Constitution of the GTLLI, the Nominating Committee has presented to the Board a proposed **Slate of Directors for 2020-2021**. Also, in accordance with the Constitution of the GTLLI, the Board has approved that proposed Slate of Directors.

The slate consists of the following:

For election to the first year of a second two-year term: Angela Keller

Continuing to the second year of a first two-year term: Ingrid McLeod-Dick

Continuing to the second year of a second two-year term: Sarah Dennis

Continuing to the second year of a third two-year term: Janis Miller and Ivor Corbett

For election to the first year of a two-year term: Peter Fullerton, Leslie Barrett-Sanderson and Judy Cathcart

Ex-Officio as Past Chair
David Green

Biographies of new directors

Leslie Barrett-Sanderson

Leslie Barrett-Sanderson happily moved her home base to Collingwood two years ago. She is looking forward to expanding her friendships beyond ski buddies to becoming more connected to the community through GTLLI. Her previous positions include Manager of International

Trade, Communications and Marketing at Canada Mortgage and Housing Corporation. At Ontario Hydro International, she managed a marketing and international affairs function active in 60 countries. Reflecting back on a long and varied career, becoming a grandmother is the best role ever.

Peter Fullerton

Peter is a Chartered Accountant and a retired audit partner of Grant Thornton. He served a wide variety of clients and had significant Not-for-Profit experience. He completed the ICD Directors Education Program in 2014 and has had many volunteer Board appointments. He is currently on the Boards of the Anglican Foundation of Canada, Huron University Foundation and Long Point Residents Association. Peter moved to Collingwood from Toronto in 2018. He has two children and four grandchildren.

Judy Cathcart

Judy came to Canada (via Venezuela) for high school and was a boarder in Toronto, Loretto Abbey, followed by attending University of Windsor. Before becoming a parent, she taught High School and later ESL for adults. She has four adult children and nine grandchildren. She and her husband moved to Collingwood five years ago after selling their home in the Beaver Valley area. Judy has always loved sports but has concentrated on playing golf which allowed her to meet new friends. She is looking forward to meeting even more "Collingwoodians" through GTLLI.

Could I hear a motion that nominations be closed and that the Slate of Directors nominated by the Nominations Committee be acclaimed?

Motion: I move that the Slate of Directors nominated by the Nominations Committee be acclaimed.

Joanne MacLachlan moved and Frannie Coolican seconded. All were in favour. Motion carried.

Finally, could I please have a motion to approve and confirm all acts of the Board since the last Annual General Meeting in 2019?

Motion: I move that all acts, contracts, proceedings, appointments, elections and payments made, done or taken by the Board of Directors and Officers of GTLLI since the last Annual Meeting as set out in the Minutes of the Board of Directors or in the Financial Statements submitted to this Meeting be approved, sanctioned and confirmed.

John Miller moved, and Chris Corbett seconded. All were in favour. Motion carried.

Seeing no other business before us, I hereby terminate this meeting. Thank you very much for joining us this morning. Everyone was brave trying out this new format. Have a safe and healthy Thanksgiving.

Sarah Dennis terminated the AGM Meeting at 10:29 am



Copy-of-AGMFinancialReport2020-4.pdf



GTLII-AGM-Auditor-Report-2019-20.pdf

Sarah Dennis called a short meeting of the Board at the conclusion of the Annual General Meeting of Georgian Triangle Lifelong Learning Institute

Could I please hear a motion to appoint the following Directors to the positions designated as follows for 2020/21?

David Green	Past Chair
Sarah Dennis	Chair
Ingrid McLeod-Dick	Vice Chair and Director of Curriculum
Angela Keller	Registrar
Peter Fullerton	Director of Finance
Leslie Barrett-Sanderson	Director of Communications/Website
Ivor Corbett	Director of Facilities
Janis Miller	Co-Secretary
Judy Cathcart	Co-Secretary

I move to appoint these directors for the 2020/21 season.

Motion: Moved by Janis Miller Seconded by Angela Keller. All in favour. Motion carried.

Could I please hear a motion to authorize any 2 of the following Directors (Sarah Dennis, Peter Fullerton, Ingrid McLeod-Dick or Angela Keller) for signing authority on behalf of GTLLI for 2020/21: (Peter Coolican and Rudy Putns will be removed from the signing authority).

I move that **Peter Fullerton, Sarah Dennis, Ingrid McLeod-Dick or Angela Keller** to sign cheques and other related documents on behalf of the Georgian Triangle Lifelong Learning Institute. Please note that Peter Coolican and Rudy Putns have been removed and that Peter Fullerton and Ingrid McLeod-Dick have been added to the authorization list.

Motion: Moved by Ivor Corbett and Seconded by Ingrid McLeod Dick. All in favour. Motion carried.

Chair's Signature:

Sarah Dennis, Chair, GTLLI

Sarah Dennis adjourned the meeting at 10:33am

Next Meeting: Thursday, October 22, 2019 at 10:30 am via Zoom.

HAPPY THANKSGIVING