

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  
**Thursday October 7, 2021, at 7:00pm**

- Receive the Directors' report.
- Receive the financial statement of the Institute for the fiscal period ended June 30, 2021, 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 23<sup>th</sup> day of September, 2021.

BY ORDER OF THE BOARD OF DIRECTORS

Janis Miller  
Secretary

The following are available and easily printed at [www.gtlli.ca](http://www.gtlli.ca).

- Minutes of the Annual General Meeting held FRIDAY, October 9 at 10:00 am, 2020
- Financial Statement for the fiscal period ended June 30, 2021
- Auditor's report for the fiscal period ended June 30, 2021
- Directors' Reports-2020-21
- Proposed slate of Directors 2021-22
- Proxy form for members not able to attend

**Georgian Triangle Lifelong Learning Institute**  
**Minutes of the Annual General Meeting**  
**Held via Zoom**  
**Thursday, October 7th, 2021, at 7 pm**

**Welcome: Chair, Sarah Dennis**

Good evening, everyone. Thank you very much for attending this meeting on the eve of Thanksgiving. I will do my best to move through tonight's business efficiently. A quick reminder to join us tomorrow for the last Perspective lecture. We had to reschedule to tomorrow due to some technical difficulties we had last week. Notices for the AGM were sent out via email and posted on the Website.

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

We have a quorum of 42 members, and I would like at this time to call the meeting to order. I have received one Proxy for the motions.

As the Government of Ontario mandated in March of 2020, and we approved at our last AGM, that non-profits can hold their AGMs virtually due to the pandemic. I would like to remind you of 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 from the same device by physically raising your hand if 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 finished.
- If you need to speak during the 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.

The first order of business is to approve the Minutes of the Annual General Meeting of **Friday, October 9th, 2020.**

Could I have a motion to accept the Minutes of the Annual General Meeting of Friday, October 9<sup>th</sup>, 2020, as distributed and read.

**Gayle Smithson moved, and Norm Pirk seconded All were in favour. Motion carried.**

### **Report of the Chair: Sarah Dennis**

The 2020/2021 season has given us new challenges but also new opportunities to broaden our technical skills.

We began our 2020 year with a collection of ten of our best recorded lectures on religion, Stratford, law, and health that we offered free to our members. We then livestreamed an engaging series on Humans and Space followed by a Spring Potpourri of lectures on climate, music, politics, and forensics.

With the continued challenges of the COVID-19 pandemic and the government lockdowns, we were able to offer our Winter and Spring lectures in 2021 livestreamed on Friday mornings as well as on recorded video. Our technical team had used this technology during the 2019-20 season when we offered our lectures at the Simcoe Street Theatre and the Creemore Station on the Green by livestreaming from the New Life Church. This experience was instrumental in our ability to pivot for this season.

For our Winter Series, Dr. Tom Stiff who is a Collingwood local, passionate about space, made sure the experience was as engaging as possible in the virtual format. Dr. Stiff included a couple of guest speakers in his series one of which was retired astronaut, Dr. Dave Williams. This series was very popular and continued to draw new attendees throughout the six weeks.

With the continued challenges of the COVID-19 pandemic, the Curriculum Committee adapted the Spring series to present a collection of speakers including topics on climate, politics, and forensics. Each week gave us new intellectual food

for thought as well as continued the level of excellence of our pre-pandemic lectures.

In September, the Perspective series offered livestreamed lectures on changing nature, climate change, legacy of Frank Capra and managing Canada-US relations. The Fall Series, starting Oct 15<sup>th</sup>, we will continue to livestream the series on Medieval Architecture and its Reflections in Canada. Professor Malcolm Thurlby is not only an expert in his field but also a favorite with his students as he has so much fun in his class. Both series will be on recorded video that will be available until June 30<sup>th</sup>, 2022. I encourage you to sign up if you haven't already done so.

In June, we circulated a survey to all our members to have a sense how members were feeling for the Fall. The majority expressed the desire to have the flexibility to watch lectures live, livestreamed or by video. Many of us would like to return in person when we can. Only a small portion would like to continue to only live stream only.

We continue to monitor the situation to formalize the plans for the Winter and Spring 2022. Ideally, we would all like to return to normal and have some live attendance at the church. As soon as we can make this decision, we will continue to update you.

The 2020 and 2021 were years full of challenges for our community as well as all of us personally. It has not been easy. I want to sincerely thank our Board, Curriculum Committee and technical team who steadily guided us through these changes as well as all of you, our members, who continue to support us as we adapt.

In closing, I would like to take a moment to acknowledge the efforts put forth by some retiring Board members. All those retiring this year, have volunteered with us over 6 years and have contributed a lot of time and effort to make GTLLI what it is today.

**Janis Miller** is stepping away from the Board after working as Secretary for the past 6 years. Janis is a guiding force of reason, wit, and attention to detail. She has been instrumental in recruiting and training new secretaries and has been a pleasure to work with.

**Ivor Corbett** has also been on the Board for the past 6 years, as Director of Facilities. Everything went smoothly at the New Life Church due to the efforts of Ivor and his team behind the scenes. During the pandemic, we have relied on Ivor's relationship with the church to navigate the challenges of government regulations and lockdowns. We will especially miss Ivor's emergency fire exit instructions.

**Angela Keller** has been our Director of Registration for 3 years and Associate Director for 2 years. She has been guiding force in managing our database of members, registration, and ticketing. Angela is organized, detailed and a source of an infinite amount of knowledge that we all rely on. She has made us all look good keeping the inner workings of GTLLI running like clockwork.

**David Green** is retiring off the Board as Past Chair. David was the Director of Communication for 4 years then continued to become Vice Chair and then Chair. He has been volunteering his time and expertise for over 10 years. With his guidance, we have been able to grow as an organization to include recording videos, offer livestreaming to other venues as well as livestream to our own homes. David has been a mentor to all of us but especially to me, he is an innovator, and quite literally a guiding force in this organization. We owe him an enormous debt of gratitude.

All four of these voices will be terribly missed at our table of discussions. They have all dedicated an incredible amount of time and effort to GTLLI. On behalf of all our members, I thank you.

**I would now like to present the Reports of all our directors:**

## **Director's Reports:**

### **Director of Curriculum – Ingrid McLeod-Dick**

As you know, these continue to be trying times for the Curriculum Committee. Due to COVID -19, all our sessions were live streamed for the 2020 to 2021 season. Thankfully, all our presenters for the past year were very accommodating and willing to work with us to livestream (and record on video) their lecture. We are very thankful to them for their ongoing support.

Currently, we plan for the Fall series to be live streamed but hope to be back with live in-person lectures beginning Winter 2022, provided COVID-19 cooperates. We know many of you are anxious to get back to attending in person sessions and we will do our very best to make this happen. We also want to be back to seeing and interacting with each other. As always, if we are not able to meet in person due to provincial requirements, then the Curriculum Committee and our presenters will adapt as needed.

To date, we have confirmed programs and lecturers from now until Winter 2023. The Spring 2023 lecture series is still to be confirmed.

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. These volunteers 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. On behalf of the Curriculum Committee, we hope to see you soon in Winter 2022!!

### **Director of Communications/Website – Leslie Barrett-Sanderson**

Email and website updates were the prime means of providing timely information to members this year. The website is also the sole vehicle for ticket sales and viewing the livestreamed presentations and recorded videos. Email blasts continue to be opened by members promptly after receiving them via Mail Chimp.

A benefit of delivering lectures by live-streaming and video has been that members had the flexibility to access lectures through the website in their own homes or wherever they were. As in the past, log in access is limited to North America due to security concerns.

The lecture series were promoted through local calendar sites and in the media. While it is clear that members prefer the experience of attending and engaging in the question-and-answer period in person, there was a strong support from our members to participate in this livestreaming initiative so that we could continue to operate during the covid 19 restrictions.

A small design team has been working on a new look for the website that is cost effective and reflects recent advancements in its design. The goal is to make the website easier to navigate and offer more visual information to members. The website development is ongoing.

The 462 members that completed the survey in July communicated their personal preferences and experiences which will be important to growing member support and planning moving forward.

### **Director of Registration - Angela Keller**

#### Membership numbers to date:

We had a total membership for the 2020/21 season of 1394 of which 72 are volunteers.

#### Voice Messages and emails to GTLLI:

As always, we have 2 volunteers who respond to the emails and to the voice messages. Every attempt is made to respond to the messages within 24 hours.

These 2 volunteers also assist the Members regarding purchasing the livestreamed lectures and how to view the lectures in livestream or video format. After the initial shock of needing to view livestreamed lectures due to the pandemic, our members quickly adapted, and we received fewer and fewer calls from Members needing help.

## **Director of Facilities - Ivor Corbett**

Due to the restrictions imposed by Covid 19, there has been very little to report this year.

We have maintained contact with New Life Church and have discussed the possibility of live, in-house gatherings at some point in the future. The staff at the church have been very understanding of our situation and have proposed a flexible rental agreement, the cost of the rental will be based on the number of people in attendance when under government restrictions.

The present limitations of attendance in the church would not make it feasible for us at this time. We will continue to have discussions on when we will be able to return to the church, hopefully in the new year.

## **Director of Finance - Peter Fullerton**

Although the fiscal year ended June 30, 2021, was unusual, in that context, it was a success.

As members well know, all four series were streamed and were viewed by members at the normal Friday times or on-line after the fact (until the close-off on June 30).

The fees paid by GTLLI members (accounted for as membership fees and course fees) aggregated \$22,443, almost \$5,000 more than our revenue budget for the fiscal year. Our expenses, much reduced due to COVID-19 operating constraints amounted to \$26,276, yielding an operating surplus for the year of \$167. Our surplus at the beginning of the year was, \$37,479 and was reduced to \$37,664 at year's end.

We have become aware that GTLLI should have been registered and collecting HST from 2019. We are currently in the process of completing this registration and fulfilling the requirements and obligations. Accordingly, the balance sheet at June 30, 2021 reflects an estimate of the potential liability for HST in the amount



of \$4,806. It may be, that once determined, the actual amount owing may be different from this estimate.

Accruals of \$7,500 represent provisions for professional fees related to the HST matter and for the 2021 audit. Total liabilities at June 30, 2021 are \$14,224.

At June 30, GTLLI has cash in bank accounts and GIC's totaling \$47,169.

For several years, the GTLLI financial statement audit has been conducted by Mr. John Hartley. We have been fortunate to be served by him. In 2021, as John Hartley resigned, the Board approached a public accounting firm BDO LLP. An audit has been performed by that firm for the year ended June 30, 2021 in accordance with the resolution approved at the 2020 Annual Meeting. However, the Board believes that a Review Engagement would be more appropriate for an organization such as GTLLI. A motion will follow my report to amend the constitution to provide for a Review Engagement rather than an audit as well as a motion to appoint BDO LLP to conduct a Review Engagement for the year ended June 30, 2022.

Given the uncertainties that remain related to COVID-19, the Board is confident that our carried forward surplus is sufficient to see us through another successful year.

**Motion: Peter Fullerton**, moved to amend 2.6 of the Constitution to change Auditor to Public Accountant (PA) in accordance with the regulations of the Government of Canada Not for Profit Act. The Public Accountant of the Institute shall be appointed by resolution at an Annual Meeting of the Members. The Public Accountant (PA) shall hold office until the next Annual General Meeting following his appointment or until a successor is appointed. The PA would conduct a review engagement annually on the institute's Financial Statements. Members may pass an ordinary resolution to require an audit instead if required.

Seconded by: **David Hogg**

**All were in Favour. Motion Carried.**

There was a time delay getting the audited financial statements posted on the GTLLI website. Peter is prepared to answer any subsequent questions due to the delayed posting of the statements.

**Motion: Peter Fullerton moved** to approve the Audited Financial Statement for the fiscal year ended June 30, 2021, be received as distributed and read.  
**Janet Hogarth seconded. All were in Favour. Motion carried.**

**Motion: Peter Fullerton moved** that the BDO LLP be appointed to conduct a Review Engagement for the fiscal period to the end of June 30, 2022. **Seconded by: Joyce Honsberger. All were in Favour. Motion carried.**

### **Report of the Nominating Committee 2021/22:**

In accordance with the Constitution of the GTLLI, the Nominating Committee has presented to the Board a proposed Slate of Directors for the 2021-2022 season. 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: Ingrid McLeod-Dick

For election to the first year of a third two-year term: Sarah Dennis

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

For election to the first year of a two-year term: Larry Hogarth, Liz Cole and Bridget Schmidt

## **Biographies of New Directors**

### **Liz Cole**

Liz Cole designed workplace health and wellness programs for companies throughout Ontario for 17 years before joining Willow Breast Cancer Support Canada as Director of Operations and finally coordinating a national web-based injury prevention tool kit on concussion in team sports. She is also the author of Perfect Prey, a true story about overcoming romantic fraud including the production of an episode for W5 on CTV. Since 2013, Liz and her husband David have called Collingwood home and enjoy sharing their lives with family, friends, and community.

### **Bridget Schmidt**

Bridget grew up in England and moved to Canada after marrying a Canadian. She has two children, two stepsons and six grandchildren. Bridget spent her career as an elementary school teacher in Waterloo region before retiring and moving to Collingwood twelve years ago. She has attended and enjoyed GTLLI lectures for several years and, as being a secretary to various organizations seems to have become a bit of a retirement project, is happy to help GTLLI out in this way.

### **Larry Hogarth**

After graduating from Ryerson in 1968, Larry moved to Collingwood and started a 46-year career as a Civil Technologist in consulting engineering with Ainley & Associates and Tatham Engineering. A two-year sabbatical, working for the Department of Water Affairs in Botswana as a CUSO volunteer provided a different perspective on engineering design, construction, and project management. Larry has volunteered with several local boards/organizations, including the Remedial Action Plan for the Collingwood Harbour, Waste Management Plan Committee, E3 Community Services and Collingwood Optimist Club (charter member). He is currently the chair of the Trinity United Church Cemetery Board and treasurer for the Institute of Southern Georgian Bay.

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

**Motion: Harv Honsberger** moved that the Slate of Directors nominated by the Nominations Committee be acclaimed. **Seconded by Anne Green. 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 2020?

**Motion: John Miller** moved 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.

**Seconded by Margaret Pirk. All were in favour. Motion carried.**

Seeing no other business before us, I hereby terminate this meeting. Thank you very much for joining us. I wish you a safe and healthy Thanksgiving.

Sarah Dennis terminated the Meeting at 7:40 pm.

A short meeting of the Board is called by Sarah Dennis at the conclusion of the Annual General Meeting of Georgian Triangle Lifelong Learning Institute.

**Motion:** A motion to appoint the following Directors to the positions designated below for 2021/22 was presented:

Sarah Dennis	Chair
Ingrid McLeod-Dick	Vice Chair and Director of Curriculum
Liz Cole	Registrar
Peter Fullerton	Director of Finance
Leslie Barrett-Sanderson	Director of Communications/Website
Larry Hogarth	Director of Facilities
Bridget Schmidt	Co-Secretary
Judy Cathcart	Co-Secretary

**Motion:** Moved by Leslie Barrett-Sanderson to appoint the following Directors for 2021/22. Seconded by Liz Cole, All were in Favour. Carried.

**Motion:** To authorize any 2 of the following Directors for signing authority on behalf of GTLLI for 2021/22:

Peter Fullerton, Sarah Dennis, Ingrid McLeod-Dick or Liz Cole to sign cheques and other related documents on behalf of the Georgian Triangle Lifelong Learning Institute. Please note that Angela Keller has been removed and that Liz Cole has been added to the authorization list.

Moved by Larry Hogarth and seconded by Judy Cathcart. All in favour. Carried.

Chair's Signature: (needed to validate the above motion)

Sarah Dennis, Chair, GTLLI

Sarah Dennis adjourned the meeting at 7:50pm

Next Board Meeting: Thursday, October 28th at 3 pm **via Zoom.**