

25th Annual General Meeting 2021

Tuesday May 11, 2021 | Online

Meeting Minutes

1. WELCOME

Maria Mardirosian welcomes CES Ontario and members of the public.

2. LAND ACKNOWLEDGEMENT

Maria Mardirosian opened with a land acknowledgement.

3. QUORUM

Quorum was present with 30 Chapter members present online. Please see attached for attendance list.

4. CALL TO ORDER

Maria Mardirosian (Co-Chair, Membership Committee) called the Annual General Meeting to order at 11:51 AM.

Mardirosian read out the names of board members who had served during the 2020-2021 year. All current board members except Marion Trent-Kratz and Betty Onyura were present. Directors introduced themselves. Mardirosian acknowledged and thanked directors who served through the 2020-2021 year.

Mardirosian shares CES-ON's Values statement.

5. REVIEW AND ADOPTION OF AGM 2021 AGENDA

Motion for the adoption of the agenda for the Annual General Meeting 2021 made by Donna Howard and seconded by Yasir Dildar. Motion passed by unanimous consent.

6. REVIEW AND ADOPTION OF 2020 AGM MINUTES

Motion to approve the minutes of the 2020 Annual General Meeting, with the date in section six corrected to June 20, 2019, made by Yasir Dildar and seconded by Marisha. Motion passed by unanimous consent.

7. PRESENTATION OF THE ANNUAL REPORT

7A. PRESIDENT'S and VICE PRESIDENT'S REPORT

Nikhath Rasheed (President) welcomed directors and members to online AGM. She outlined activities and accomplishments of the Chapter for 2020-2021:

- Rasheed remarks on the challenges faced by the chapter through the COVID-19 pandemic. The chapter did not qualify for any government support for lost business, but the chapter has survived.
- The process of recruiting a Program Manager role was stalled as a result of COVID-19, and the Board has taken on many of the responsibilities of that role. Rasheed is proud of the Board for taking on so much in a time of reduced capacity.
- The chapter has pivoted to entirely online delivery for PD, launched new courses, re-priced courses, and have taken a deep dive into equity, diversity, and inclusion.

- 10% decline in reserve fund; we have strong fiscal policies and have a clean financial audit for 2020. A small deficit, but are hoping to course-correct for 2022.
- We need to focus on marketing strategies for the chapter's activities and PD courses; we encourage interested members to volunteer with the PD committee and share an upcoming RFP for a marketing position.

Rasheed acknowledged the volunteer support from the directors of the Board, and makes special mention of outgoing directors Roxana Vernescu, Heather Walters and Donna Howard.

7B. TREASURER'S REPORT & AUDITED FINANCIALS FOR YEAR ENDING IN DECEMBER 31, 2020

Heather Walters (Treasurer) presents the 2020 Audited Financial Statements. The chapter had a deficit of \$14K for FY 2020, with \$146K in cash on hand.

Despite COVID-19 impacts, the chapter has sustained itself well; the deficit from 2020 was smaller than 2019's, and we have seen reduced revenue paired with reduced expenses. We are aiming to grow the chapter in a prudent way.

We recognize there is still a need for our programs and courses, so are launching an RFP for a marketing strategy to invest in a longer-term improvement in sales and sustainability.

Walters gives an overview of the Audited Financial Statements to the membership. The auditors have noted that we have done as well as given COVID-19.

The full Audited Financial Statements are available to members as part of the 2021 AGM Meeting Package. Please refer to the 2020-2021 Annual Report for more details.

7Bi: Motion to approve the audited financial statements for fiscal year 2020 as presented moved by Heather Walters, and seconded by Nick Petten. No discussion. Motion passed by unanimous consent.

Walters gives an overview of the chapter's relationship with auditors Hogg, Shain & Scheck and if our organization needs a full audit review.

7Bii: Motion to approve the board to review the cost of the audit and determine if we should select a new firm or re-appoint Hogg, Shain & Scheck as the Independent Auditor for Fiscal Year 2021 moved by Heather Walters and seconded by Yasir Dildar. No discussion. Motion passed by unanimous consent.

7C. PRESENTATION OF STRATEGIC DIRECTIONS

Maria shares the Member demographics, and presents the Annual Report as an overview of the chapter's three strategic Directors for 2018-2023.

STRATEGIC GOALS 1.1 AND 1.2

Nick Petten (Secretary/National Representative) gives an overview of how the Professional Development committee has diversified the PD courses and reduced costs.

STRATEGIC GOAL 1.3

Yasir Dildar (Co-Chair, Membership Committee) states that the chapter has launched the CES-ON CE Mentorship program in March 2021. Yasir shares that the CES-ON National Representative has been working with the National DEIWG to draft communication correspondence, develop training opportunities, and market to potential members.

STRATEGIC GOAL 1.4

Dildar shares that the chapter reduced barriers to participation in CES activities by offering free webinars for members; moving offerings online; and offering networking opportunities, and by beginning the development for a bursary disbursement process for chapter-level bursaries for Black and Indigenous evaluators.

STRATEGIC GOAL 2.1

Dildar gives an overview of the continued sponsorship of the networking and learning group Evaluation Café; partnering with the Common Approach for a webinar for our members, and collaboration with OPHE. We are also updating our social media

strategies for improved member engagement.

STRATEGIC GOAL 3.1

Dildar reviews the Board's statement about anti-racism and DEI work at the chapter; the chapter's DEIAO Committee terms of reference has been approved by the board, and will be launching soon. Petten, our National representation, has been working closely with DEI initiatives at the National level. Board members also attended a DEI workshop hosted by CES National.

STRATEGIC GOAL 3.2

CES has extended a call to Black, Indigenous, and Afro-Indigenous members to serve on the Board of Directors. We received applications wide variety of evaluators and are pleased to fill the five open directions on our board with a full slate of qualified nominees.

7D: NOMINATIONS COMMITTEE

Donna Howard (Chair, Nominations Committee) presented the Nominations Committee report for 2020, highlighting the specific activities conducted by this committee, including the call for nominations to fill five (5) vacancies on the 2020-2021 Board of Directors. We are pleased to welcome our new directors, and thank our renewing and in-term directors for their service. Please refer to the 2019-2020 Annual Report for more details, and for information about new, returning, and in-term directors.

Motion to elect the slate of nominees to the Board for Directors moved by Donna Howard and seconded by Heather Walters. No discussion. Motion passed by unanimous consent.

7E: QUESTION AND ANSWER SESSION

Eden Amare ask about the criteria for the Black and Indigenous Evaluator bursaries.

Dildar responds that the criteria are under development, but the chapter is developing them with an eye to transparency and ease of access. The bursaries will be open to evaluators at all career stages.

Motion to accept the 2020 Annual Report as presented moved by Donna Howard, and seconded by Lina Hammad. No discussion. Motion passed by unanimous consent.

8. OTHER BUSINESS

Mardirosian presents the refreshed CES Ontario website, and the updated logo. The updated website will be launching in the coming weeks.

Mardirosian thanks outgoing directors; Professional Development and Membership committee volunteers, and contractors.

9. ADJOURNMENT

Motion to adjourn the 2021 Annual General Meeting at 12:46 PM by Nick Petten and seconded by Marisha Holmberg. No discussion. Motion passed by unanimous consent.

Approved by:

Date: May 2021

Attested to by:

Date: May 2021

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Attendance List

CES MEMBERS

Eden Amare
Hossam Bakir
Paul Bakker
Antonia Berlingeri
Julie Bolton
Maria Campos
Iris Chan
Tanya Darisi
Yasir Dildar
Lina Hammad
Marisha Holmberg
Donna Howard
Ilene Hyman
Keiko Kuji-shikatani
Jackie Lajoie
Valentina Latorre Franky
Rachel Laxer
Maria Mardirosian
Linda McNenly
Christie Nash
Vivian Odu
Nick Petten
Anabelle Ragsag
Nikhat Rasheed
Angela Robson
Risa Rosenberg
Geetha Van den Daele
Antoine Vandemoortele
Hart Walker
Heather Walters

GUESTS/PAID ATTENDANCE

Dele Aderibigbe
Abbe Edelson
Caroline Hummel
Cheryl Mak
Jennifer Nghiem
Nicholas Quintyn
Nadia Troisi
Mavra Zehra