

**ANNUAL GENERAL MEETING
MINUTES**

**Wednesday, June 24, 2020
12:00pm to 12:30pm
Held by Videoconference in Ontario**

1. **WELCOME** – Sue Verrilli, President, R/TRO
2. **CALL TO ORDER and CONFIRMATION OF QUORUM** – Sue Verrilli, R/TRO

The meeting was called to order at 12:03 pm. Quorum for the AGM is 131 members, which is 15% of the Professional and R/TRO Professional members representing the TRO membership (872 members). It was determined that quorum was achieved.

MOTION: *By majority consent, the 2020 AGM has been duly and properly called and constituted and is now open.*

Moved: Lisa Gordon

Seconded: Mary Afable, R/TRO

CARRIED

3. **APPROVAL OF 2020 AGM AGENDA** – Sue Verrilli, R/TRO

MOTION: To approve the 2020 AGM agenda as presented-

Moved: Siobhan McSharry, R/TRO

Seconded: Rhiannon Buffett, R/TRO

CARRIED

4. **MOTION TO APPROVE THE MINUTES OF THE LAST AGM** – Sue Verrilli, R/TRO

MOTION: *To approve the minutes of the Annual General Meeting of Therapeutic Recreation Ontario held on May 29, 2019 in Niagara Falls, Ontario.*

Moved: Lisa Gordon

Seconded: Katherine Lee, R/TRO

CARRIED

5. INTRODUCTIONS – Sue Verrilli, R/TRO

Sue thanked the current TRO board of directors for their support, hard work and contributions. She also expressed her thanks to the TRO staff for their hard work and dedication.

The current TRO Board of Directors:

- Nancy Kahl, R/TRO DIP
- Sonia Roul, R/TRO
- Nancy de Vera, R/TRO
- Katherine Lee, R/TRO
- Katherine Plested, R/TRO
- Sue Verrilli, R/TRO
- Lindsey Oretan, R/TRO
- Jeff Gall, R/TRO
- Shannon McCallum, R/TRO
- Monica Almas, R/TRO
- Missing from the photo is Jackie Frail, R/TRO

TRO Staff:

- Shae Cameron, Membership Coordinator
- Susanne Hasulo, Communications Coordinator
- Stacey Sestric, Registration Designation Administrator and Conference Registrar
- Rozalyn Werner-Arcé, Executive Director

6. ELECTION OF NEW BOARD MEMBERS and INTRODUCTION TO THE 2020-2021 TRO BOARD

– Katherine Plested, R/TRO

A call for nominations for the following positions was made to the membership:

- President-Elect
- 5 Board Director at-large positions

2019/2020 Slate of Board Nominees is as follows:

President-Elect – Shannon McCallum, R/TRO

Board Director – Erin Apothecary, R/TRO DIP

Board Director – Vicki Di Giovanni, R/TRO

Board Director – Jessica Korchowiec, R/TRO DIP

Board Director – Heidi Slotegraaf, R/TRO

Board Director – Tina Tytko, R/TRO

These candidates have all expressed the desire to contribute to the work of the association and to advance the profession. As the number of candidates equaled the number of vacancies, there was no election. Therefore, the 2020/2021 Slate of Board Nominees are elected as directors by acclamation.

Therapeutic Recreation Ontario

850 King St. West
Unit 20

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www.trontario.org

MOTION: To approve Shannon McCallum, R/TRO as president elect, and Erin Apothecary, R/TRO DIP, Vicki Di Giovanni, R/TRO, Jessica Korchowiec, R/TRO DIP, Heidi Slotegraaf, R/TRO, and Tina Tytko, R/TRO as board members to the board of directors.

Moved: Valya Roberts

Seconded: Kailia Frostad, R/TRO

CARRIED

Due to time restraints and because the acclaimed directors have all served on the board, we refrained from individual remarks. Instead, the entire new board of directors was then introduced to the membership:

2020/2021 slate of directors:

Shannon McCallum, R/TRO, President-Elect

Erin Apothecary, R/TRO

Vicki Di Giovanni, R/TRO

Jessica Korchowiec, R/TRO DIP

Heidi Slotegraaf, R/TRO

Tina Tytko, R/TRO

Monica Almas, R/TRO

Nancy Kahl, R/TRO DIP

Katherine Lee, R/TRO

Sonia Roul, R/TRO

Sue Verrilli, R/TRO, Past-President

Katherine Plested, R/TRO, President

MOTION: To accept the 2020-2021 slate of directors as presented.

Moved: Jackie Frail, R/TRO

Seconded: Anna-Marie Duffy, R/TRO

CARRIED

Katherine Plested recognized and thanked outgoing board members; Nancy de Vera, R/TRO, Jackie Frail, R/TRO, Jeff Gall, R/TRO, and Lindsey Oretan, R/TRO for their service.

7. FINANCIAL REPORT – Sue Verrilli, R/TRO and Sue Talmey, CPA, CMA

Sue Talmey, Director of Finance and Administration at Durham Association for Family Resources and Support, the firm that manages the TRO financials, gave an overview of the 2019-2020 financials. Two financial reports were reviewed: a statement ending August 31, 2019 and a 2nd statement ending December 31, 2019, to adjust for TRO aligning its year end with legislative requirements.

A summary of the TRO's unaudited financial statements for the fiscal years are available in the video annual report on the TRO website.

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There was a question from the membership about what is included in “meeting and travel” expenses. Sue Talmey explained that “meeting and travel” expenses include staff and board member travel to meetings. There was also a question on conducting a virtual conference to gather revenue for the conference without having it in person. Rozalyn Werner-Arcé explained that TRO intends on conducting a virtual conference to generate revenue in the fall of 2020.

MOTION: *To accept the TRO unaudited financial statements for the year ending August 31, 2019 and the period ending December 31, 2019, which were prepared by Sue Talmey, CPA, CMA.*

Moved: *Colleen Stoneman, R/TRO*

Seconded: *Siobhan McSharry, R/TRO*

CARRIED

Sue Verrilli discussed that as part of the process of revising TRO’s by-laws, a lawyer advised that we have the membership approve a review engagement of our financials and that we appoint a firm to do the review.

MOTION: *That TRO conduct a review engagement of our financials for the year ending December 2020.*

Moved: *Siobhan McSharry, R/TRO*

Seconded: *Katherine Plested, R/TRO*

CARRIED

MOTION: *TRO appoint DAFRS to conduct the review engagement for the year ending 2020.*

Moved: *Jessica Ng, R/TRO*

Seconded: *Tina Tytko, R/TRO*

CARRIED

8. ANNUAL BOARD and COMMITTEE UPDATE – Sue Verrilli, R/TRO

Instead of a published written annual report, we decided to highlight the work of the association in a video update instead. Membership watched the video which will be posted on the TRO website. Sue thanked Susanne Hasulo for creating the video annual report.

Sue highlighted that recruiting new members to TRO continues to be a priority. She also highlighted that TRO’s by-laws have been re-written for the last year and a special meeting will be called in the fall asking membership to approve them.

9 New Business – Sue Verrilli, R/TRO

Membership asked if we are “dropping R/TRO DIP”. Sue Verrilli explained that TRO has created a working group to consider how TRO will move to one designation, as this

recommendation was accepted by the board This working group will make recommendations to the board of how we will move to one designation.

10 ADJOURNMENT – Sue Verrilli, R/TRO

MOTION: To adjourn the annual general meeting at 12:32pm.

Moved: Katherine Plested, R/TRO

Seconded: Bruce Moulton, R/TRO

CARRIED

The meeting was adjourned at 12:32 pm.

11. AWARDS PRESENTATION – Monica Almas, R/TRO

Monica explained that the TRO awards were to be presented at the gala dinner but during this time we are unable to gather in person and therefore will be celebrating this year's award winners virtually. A video was played for membership announcing the TRO award winners and will be posted on the TRO website.

Sue Verrilli congratulated all 2020 Award winners.

12. 2021 CONFERENCE REVEAL – Debbie-ann Fender, R/TRO

Debbie-ann Fender, Chair of the 2021 Conference Marketing Committee spoke to the 2021 conference reveal. Debbie-ann explained that the 2020 conference is being moved to a virtual platform and will take place in October. The 2021 conference committee is working hard on planning an in-person conference for 2021. A video was played for membership showing the location of the 2021 conference and will be posted on the TRO website.

Sue Verrilli thanked everyone for attending today's gathering.

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