

Annual General Meeting & Board Update

May 12, 2021

Held by VideoConference
in Ontario



THERAPEUTIC RECREATION ONTARIO

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Welcome!

If you are watching as a group on one screen, please type in the names of all attendees in the chat box so we can be sure that we have quorum.

To move or second a motion, please type “move” or “second” in the chat box.

All votes will be conducted by a Zoom poll.

2021 TRO AGM Agenda

1. Call to Order & Confirmation of Quorum
2. Motion to approve the 2021 TRO AGM Agenda
3. Motions to approve the minutes of June 24, 2020
4. Election of New Board members
5. Introduction of New Board members
 - Meet the candidates by visiting the [TRO website](#)
6. Financial Report:
 - a) Motions to accept the financial statement for the year ended December 31, 2020
 - b) Motion to conduct a review engagement for the year ending December 2021
 - c) Motion to appoint DAFRS to conduct the review engagement for year ending 2021
7. Report from the By-laws Committee – Sue Verrilli, R/TRO, Chair
 - a) Motion to adopt the proposed new By-laws No. 1
8. Annual Board Update – video presentation
9. New Business
10. Adjournment

Confirmation of Quorum Motion

***“that by majority consent, the 2021 AGM
has been duly and properly called and
constituted and is now open”***

Moved

Seconded

Discussion

2021 TRO AGM Agenda

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Motion to
Approve
2021 AGM
Agenda

***“to approve the 2021 AGM agenda as
presented”***

Moved
Seconded
Discussion

Motion to
Approve
Minutes of
2020 AGM

***“to approve the minutes of the Annual
General Meeting of Therapeutic
Recreation Ontario held on June 24,
2020 by videoconference in Ontario”***

Moved
Seconded
Discussion

2020-2021 TRO Board of Directors



Shannon McCallum,
R/TRO & Pres-elect



Erin Apothecary
Reid, R/TRO DIP



Tina Tytko,
R/TRO



Katherine Plested,
R/TRO, President



Katherine Lee,
R/TRO



Sonia Roul,
R/TRO (resigned)



Heidi Slotegraaf,
R/TRO



Vicki Di
Giovanni,
R/TRO



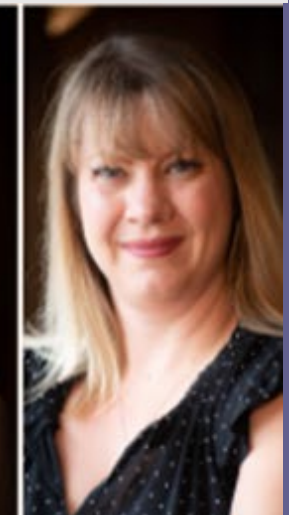
Monica Almas,
R/TRO



Jessica
Korchowiec,
R/TRO DIP



Sue Verrilli, R/TRO



Nancy Kahl,
R/TRO DIP

TRO Staff

- Shae Cameron
- Membership Coordinator



- Susanne Hasulo
- Communications Coordinator



- Stacey Sestric, R/TRO
- Designation Administrator & Conference Registrar



- Rozalyn Werner-Arcé, CAE
- Executive Director



Message from the President

Katherine Plested,
R/TRO



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Elections Process

TRO Board positions up for election
this year:

- President-Elect
- 4 Board Director-at-Large



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Nominations Procedures

- Bylaw 4.2.e: The Chair of the Nominating Committee shall inquire among Members of the Association, at least 30 days prior to an AGM or Special Meeting as to the persons whom the members would propose be nominated for the offices of President-Elect and Board members.



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Nominations Procedures

March 2 & 16 2021	Call for Nominations communicated to members via e-TRO and the TRO website
March 28, 2021	Nominations returned to Chair
April 12, 2021	Candidates announced electronically via e-TRO and the TRO website with proposed motion re: 5 Directors-at- Large
May 12, 2021	Election at AGM



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2021 General Election

- Bylaw 3.6: Ten (10) percent of Members, two of whom must be Officers, present at the commencement of an AGM or Special Meeting constitutes a quorum.
- Bylaw 3.5.a: Only Professional Members in good standing with the Association can vote at an AGM.



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2021 General Election

- **Bylaw 2.1.c: Professional Members** shall each have the right to one vote at all meetings of the members of the Corporation.
- **Bylaw 2.3.b: An Associate Member** is eligible to attend Association functions and events, but not to hold office or vote.
- **Bylaw 2.4.b: A Student Member** may attend Association functions and/or meetings, but does not have voting privileges.



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2021 General Election

- **Bylaw 4.2.a:** Elections of Board members shall be by secret ballot and shall be held in conjunction with the AGM.

Procedures for General Election

- **Bylaw 3.9.c:** The chair shall invite each nominee, or in the nominee's absence, the nominator, to speak on their behalf for a maximum of five minutes.



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Motion to accept 5 Director-at- Large nominations

“That the membership accepts all five nominations as Directors-at-Large, and upon approval of the new by-laws, that a Vice President be appointed by the board of directors.”



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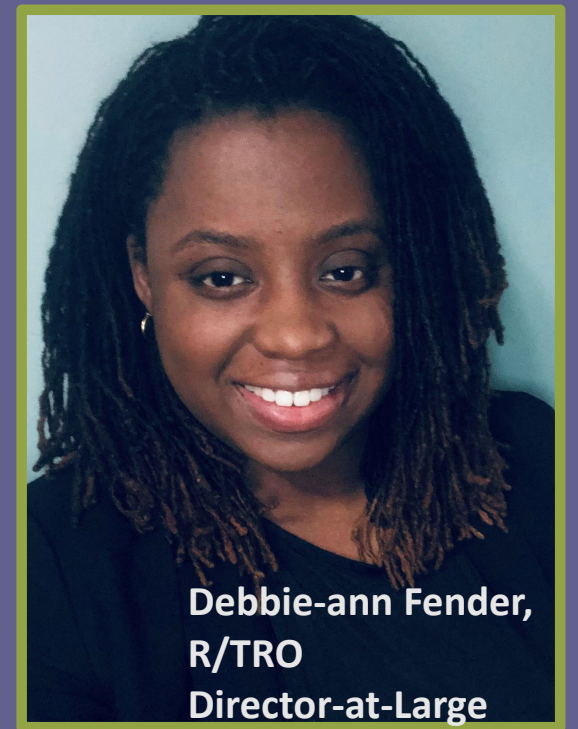
2021
Board
Nominees



Blair Chard, R/TRO
Director-at-Large



Jenna Davis, R/TRO
Director-at-Large



Debbie-ann Fender,
R/TRO
Director-at-Large



Katherine Lee,
R/TRO
Director-at-Large



Alexis More, R/TRO
Director-at-Large

Directors
completing
2nd year of
their term



**Shannon McCallum,
R/TRO
President-Elect**



**Katherine Plested,
R/TRO
President**



**Erin Apothecary,
R/TRO DIP
Director-at-Large**



**Vicki Di Giovanni,
R/TRO
Director-at-Large**



**Jessica Korchowiec,
R/TRO DIP
Director-at-Large**



**Heidi Slotegraaf,
R/TRO
Director-at-Large**



**Tina Tytko,
R/TRO
Director-at-Large**

2021 – 2022 TRO Board of Directors

Motion: *“to accept the 2021-2022 slate of directors as presented.”*

- Shannon McCallum, R/TRO, President
- Katherine Plested, R/TRO, Past-President
- Erin Apothecary Reid, R/TRO DIP
- Blair Chard, R/TRO
- Jenna Davis, R/TRO
- Vicki Di Giovanni, R/TRO
- Debbie-ann Fender, R/TRO
- Jessica Korchowiec, R/TRO DIP
- Katherine Lee, R/TRO
- Alexis More, R/TRO
- Heidi Slotegraaf, R/TRO
- Tina Tytko, R/TRO



**Monica Almas,
R/TRO**



**Nancy Kahl,
R/TRO DIP**



**Sue Verrilli,
R/TRO**

Farewell to our Outgoing Board Directors

Financial Report

Susan Talmey, CPA,
CMA



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Jan 2020 - Dec 2020 Financial Report (as of Dec 31, 2020)

Summary Statement of Financial Position and Operations

for the period January 1 to December 31, 2020

ASSETS

Cash & Investments	193,011
Accounts Receivable & Prepaid	13,853
Net Fixed Assets	<u>9,574</u>
	<u>216,438</u>

LIABILITIES

Accounts Payable	30,797
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Accumulated Net Assets

Unrestricted Funds	123,175
R/TRO Fund	21,614
Current Year Surplus	<u>40,852</u>

Accumulated Net Assets	185,641
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Total Liabilities & Net Assets	<u><u>216,438</u></u>
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REVENUE

Membership Fees & Services	179,219
Continuing Education	14,716
Conference	48,296
Federal Grants	33,989
Other Revenue	<u>2,286</u>
TOTAL REVENUE	278,504

EXPENSES

Advertising & Promotion	4,559
Conference/Workshops	16,386
Consultants/Professional Fees	3,946
General & Administration	27,457
Meetings & Travel	3,594
Staff Expenses	177,607
Amortization	<u>4,103</u>

TOTAL EXPENSES	237,652
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NET SURPLUS	<u><u>40,852</u></u>
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Motion to Accept the Financial Reports

“to accept the TRO unaudited financial statement for the year ending December 31, 2020, which was prepared by Susan Talmey, CPA, CMA.

Moved

Seconded

Discussion

Motion to
Conduct a
Review
Engagement

***“that TRO conduct a review engagement
of the financials for the year ending
December 2021.”***

Moved
Seconded
Discussion

Motion to
Appoint
Durham
Association for
Family
Resources and
Support
(DAFRS)

“TRO appoint DAFRS to conduct the review engagement for the year ending 2021.”

Moved
Seconded
Discussion

Report from the bylaws Committee

- Sue Verrilli, R/TRO

- Committee members:
 - Judy Beitz, R/TRO, former board member
 - Monica Almas, R/TRO, board member
 - Rozalyn Werner-Arcé, Executive Director
 - Sue Verrilli, R/TRO, Past-President
- Began meeting August 2018
- Reviewed the existing bylaws, identified gaps and opportunities
- Attempted to hold a meeting in Dec 2020 but we did not have quorum

Why Change the bylaws?

1. Modernize the bylaws to allow for greater flexibility and succession planning
2. Ensure compliance with current legislation
3. Ensure compliance with incoming provincial legislation, the [Ontario Not-for-Profit Corporations Act \(ONCA\)](#), which is expected to take effect in 2021.

Highlights of Major Changes

- **Two membership classes** – Professional and Associate, to allow for greater flexibility as the association grows and evolves. Categories, such as Registered Professional, Students, etc. will be created within the two classes and do not need to be identified in the bylaws.
- **Reduce quorum from 15% to 10%** – In the past, we have had AGMs where we have not been able to meet quorum. Therefore, TRO has not met our legal requirements, nor have members been able to exercise their right to vote.
- **Appointment of the Officers** – Officers are the President, President-elect, Past-President and Secretary. The recommended change allows the Board to plan for succession and, we hope, will encourage members to consider becoming a future president.
- **Changing committee structure** - allows for greater flexibility

Motion to
Accept the new
By-law No. 1:

“That the proposed new By-law No. 1 that was circulated to the membership on November 9, 2020 and April 12, 2021 be approved.”

Moved
Seconded
Discussion

2021 Board of
Directors Update
and Annual
Report



Resilience

Draw for Free
Conference
Registration

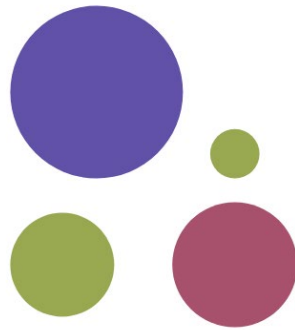
***With thanks to the generosity of our
Conference Diamond Sponsor:***



<https://www.random.org/>

Adjournment

“move to adjourn the annual general meeting at _____pm”



**TR:
PUSH
THROUGH.
RISE ABOVE.
JUNE 2021**

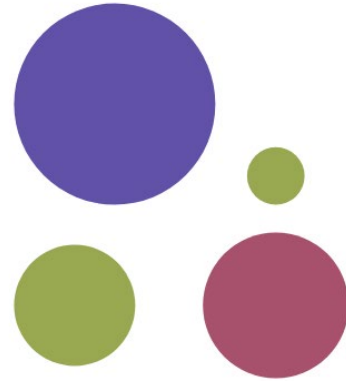
June 2, 9, 16

**TRO
AWARDS
2021**

June 2, 7pm

For registration details, visit the [TRO website](#)

Hope to see you soon!



**TR:
PUSH
THROUGH.
RISE ABOVE.
JUNE 2021**

June 2, 9, 16

**TRO
AWARDS
2021**

June 2, 7pm