ANNUAL GENERAL MEETING MINUTES
Parent Resource Centre
300 Goulburn Private, Ottawa, Ontario
Monday, September 28, 2009

Board Members Present: Sandra Tello-Seto (President & Chair), Susan Burrows, Jim McCaffrey, Zac McWhirter, Eva Szczerba, Chantal Vallerand and Mary Salegio (Executive Director)

Members Present: Rebecca Becvar, Paula Blackmore, Julie Chayer, Monique Collin, Joanne Guerard, Clarissa Mason, Gilles Parisien, Christine Poole, Lisa Molnar, Rodica Negura-Zloteanu, Kathleen Cameron

1. CALL to ORDER and Welcome

The Annual General Meeting of the Parent Resource Centre was called to order by the Chair, Sandra Tello-Seto, at 4:30 p.m., Monday, September 28, 2009.

Sandra Tello-Seto, Chair of the Board of Directors and President of the Parent Resource Centre, welcomed all members to the meeting.

2. CONFIRMATION of Quorum

The Chair, Sandra Tello-Seto, confirmed that quorum was reached and that the meeting could proceed.

3. APPROVAL of the Agenda

Moved by Zac McWhirter, seconded by Jim McCaffrey, that the agenda for the 2009 AGM of the Parent Resource Centre, be approved.

CARRIED

4. APPROVAL of the Minutes of June 17, 2008

Moved by Lisa Molnar, seconded by Eva Szczerba, that the minutes of the Annual General Meeting of the Parent Resource Centre held on June 17, 2008, be approved.

CARRIED

5. REPORT of the Executive Director

Mary Salegio, Executive Director, introduced members of the staff present at the meeting and their role at the Centre. She extended her appreciation to those involved for their input to the design and content of the new PRC information brochure and Annual Report.

6. PRESENTATION of Auditors' Reports

Eva Szczerba, Treasurer, applauded Gilles Parisien, Finance Manager, for his diligence regarding financial matters over the past few years and expressed her appreciation for the meeting materials that had been so well organized this year. She then presented the audited financial statements and noted that there was a net surplus this year.

Gilles Parisien presented the auditors report. He stated that there were no issues of concern and that the PRC was in a strong financial position. A capital asset account had been established this year. Liabilities were similar to previous years, and there was a cumulative surplus of just over $108,000.

> **Moved by Eva Szczerba, seconded by ZacMcWhirter, that the Treasurer's report and the Report of the Auditors regarding the audited financial statements for the year ended March 31, 2009, be approved as presented.**
>
> **CARRIED**

7. APPOINTMENT of Auditors for 2009-10

Gilles Parisien informed members that the Finance Committee had recommended a change in auditors for the upcoming year. Based on a comprehensive proposal, experience in the not-for-profit sector and their estimated fees, the firm of Welch LLP was proposed.

> **Moved by Eva Szczerba, seconded by Jim McCaffrey, that the firm of Welch LLP, be appointed as the Parent Resource Centre's auditors for the next fiscal year.**
>
> **CARRIED**

8. REPORT of the Nominating Committee

Jim McCaffrey presented the slate of nominations for Directors on the Board. Members will stand for either a one or two-year term. The slate outlined new members seeking election whose term will expire in 2011 and continuing Board members whose term will expire in 2010.

Sandra Tello-Seto, Jim McCaffrey, Zac McWhirter are seeking re-election to the Board.

Susan Thompson, Delan DaSilva and Catherine Linois-Davidson were nominated as new Board members. Both Susan Thompson and Delan DaSilva addressed the members and provided some information on their backgrounds. Catherine Linois-Davidson was unable to attend this meeting.

Three vacancies remain on the board at this time.

> **Moved by Monique Collin, seconded by Julie Chayer, that the proposed slate for the Board of Directors for Parent Resource Centre be accepted for 2009-10.**
>
> **CARRIED as presented**

9. BOARD and PRC STAFF Recognition

Sandra Tello-Seto offered her profound appreciation to retiring Board members Chantal Vallerand, Eva Szczerba, Emma Doucet, Kathee Nash and Susan Burrows, for their wealth of experience, dedication and valuable input on a variety of issues discussed at Board meetings throughout the year.

Sandra Tello-Seto, on behalf of the Board, expressed her appreciation to all staff for their hard work and dedication to making the PRC operate smoothly throughout the year. She conveyed her pride in the work of those responsible for the new PRC information brochure and the revised PRC Website.

10. NEW BUSINESS

No New Business was presented at this AGM.

11. ADJOURNMENT

Moved by Monique Collin, seconded by Paula Blackmore, that the Annual General Meeting be adjourned.

CARRIED

The meeting adjourned at 5:00 p.m., Monday, September 28, 2009.

Approved by the AGM on this date: September 27, 2010

Signature of President (Chair): _____

Minutes prepared by:
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Parent Resource Centre

Slate of Directors Approved at September 28 2009 AGM

A. New Members

Delan DeSilva	2 year term	Term expires 2011
Susan Thompson	2 year term	Term expires 2011
Catherine Linois-Davidson	2 year term	Term expires 2011

B. Board Members Re-Elected

There were no board members to be re-elected.

C. Continuing Board Members

Sandra Tello-Seto	2 year term	Term expires 2010
Zac McWither	2 year term	Term expires 2010
James McCaffrey	2 year term	Term expires 2010