



WESN

WEST END SENIORS' NETWORK

Annual General Meeting (AGM) 2020
West End Seniors' Network Society (WESN)
Friday, September 18, 2020
Via Zoom

Minutes (Draft)

Number of members in attendance: 40

1. Call to Order

The 2020 WESN AGM was called to order by Dr. Joel Oger, WESN President, at 1:00pm.

Dr. Joel Oger noted that we have 40 members in attendance and have met our requirements for quorum for the AGM.

Dr. Joel Oger introduced himself and the other Board members present:

- Marta Filipski (Vice-President)
- Timothy Ng (Treasurer)
- Karsten Kaemling
- Frank McCormick
- Bonnie Quam
- Sara Johnson

Dr. Joel Oger also acknowledged the other Board members not in attendance:

- Abudi Awaysheh (Secretary)
- Jane Goodridge

Dr. Joel Oger introduced WESN Executive Director Anthony Kupferschmidt.

Anthony Kupferschmidt introduced the members of the staff team who work at WESN's three locations:

- Barclay Manor

- Kaitlin Hong Tai, Manager of Programs
 - Abbie Purdy, Administrative and Program Coordinator
 - Michelle Bobyn, Manager of Community Services
 - Sumathy Sudhir, Community Services Coordinator
 - Emily Lonsdale, Life Unlimited Grocery Shopping and Delivery Service Coordinator
 - Agata Feetham, Acting Manager of Volunteer Resources
 - Kari Kessler, COVID-19 Community Response Hub Manager
 - Parveen Chand, Accountant
- Clothes and Collectibles Thrift Boutique
 - Laura Fee, Manager
 - Gordana Smocilac, Assistant Manager
 - Will Tessier, Assistant Manager
 - Fran Linnington, Supervisor
 - Kay's Place Information and Referral Centre
 - Susan Paré, Manager of Support and Information Services
 - Alan Stamp, Manager of Support and Information Services
 - Isamu Yano, Information and Referral Services Coordinator

2. Remembering our Members, Clients, and Volunteers

Anthony Kupferschmidt requested that everyone take a moment and remember WESN members, clients, and volunteers who have passed away in the last year.

3. Approval of Agenda

Motion: To approve the 2020 AGM agenda.
Moved: Joel Oger
Seconded: Bonnie Quem
Vote: Carried

4. Approval of 2019 AGM Minutes

Motion: To approve the 2019 AGM minutes.
Moved: Joel Oger
Seconded: John Turner
Vote: Carried

5. Auditor's Report

Dr. Joel Oger introduced Gary Wozny of Tompkins Wozny to present the 2019-2020 audited financial statements.

a) Presentation of 2019-2020 audited financial statements

Gary Wozny provided a summary of WESN’s financial position, and responded to all questions asked of him by the membership.

b) Motion to approve 2019-2020 audited financial statements

Motion: To approve the 2018-2019 audited financial statements as presented.
Moved: Timothy Ng
Seconded: Bob Halliday
Vote: Carried unanimously

c) Motion to reappoint Tompkins Wozny as the auditors for the 2020-2021 fiscal year

Motion: To reappoint Tompkins Wozny as the auditors for the 2020-2021 fiscal year.
Moved: Alison Maher
Seconded: Ken Pepper
Vote: Carried unanimously

6. Motion to establish the annual membership fee for the 2020-2021 year at \$10.00

Motion: To establish the WESN annual membership fee for the 2019-2020 year at \$10.00.
Moved: Jon Boer
Seconded: Avril Sawyer
Vote: Carried

Dr. Joel Oger noted that it will be important for the WESN membership to consider increasing the annual membership fee in the future. The Board of Directors will engage the WESN membership in discussion on this topic over the next year.

7. President’s Report

Dr. Joel Oger thanked the current Board members for their service over the past year. In particular, he thanked outgoing Board members Timothy Ng, Bonnie Quam, Sara Johnson and Jane Goodridge.

Dr. Joel Oger acknowledged the extraordinary times we are living in during the COVID-19 pandemic, and that the temporary closure of our Barclay Manor location to in-person programs has impacted how we are reaching many of our members. However, Dr. Joel Oger indicated that WESN responded swiftly to the pandemic by scaling up services and adding new services to respond to the needs of older adults remaining safe at home, and acknowledged increased funding from the United Way of the Lower Mainland that has made this possible. Dr. Joel Oger also acknowledged that WESN is continuing to offer many social, recreational and educational

programs virtually, and thanked the over 250 WESN volunteers who have been instrumental in supporting older adults during the pandemic.

8. Treasurer's Report

Outgoing Treasurer Timothy Ng acknowledged that WESN has again had the strongest year in its history financially, thanks to the hard work of Anthony Kupferschmidt and the rest of the staff team.

Timothy Ng noted that WESN created a Finance Committee this past year to assist with reviewing and advising the Board of Directors on financial policies, investment strategies, tracking audit compliance, financial control procedures, and providing recommendations on funding sources. The Finance Committee had met twice during this time of pandemic, and continues to look forward to ideas, recommendations and suggestions from members in any matter concerning the financial well-being of WESN. Comments can be sent to the Executive Director, who will forward them to the Finance Committee.

9. Membership Committee

Outgoing Board member Bonnie Quam shared that the Membership Committee is focused on engaging WESN members and increasing member participation.

The Membership Committee hosted a meeting of WESN members at Barclay Manor in January 2020 and had a wide-ranging and thoughtful discussion about topics such as extending WESN hours of operation and doing outreach into apartment buildings with a high proportion of older adults.

The COVID-19 pandemic has impacted the ways that the Membership Committee could address the concerns that arose from the January 2020 meeting. Moving ahead, the Membership Committee will look forward to safe ways to implement suggestions from the membership.

10. Space Planning Task Force

Karsten Kaemling, Chair of the Space Planning Task Force, shared that this Task Force was struck in Fall 2019 to take necessary actions for WESN to have sufficient space for members, clients, customers, volunteers, employees, programs, services and activities. Consultants from Inform Planning have been engaged to develop a Functional Program to communicate WESN's space needs to various agencies and levels of government. The Functional Program will assist WESN in securing more space and in decision-making regarding operations into the future.

Members will be invited to participate in a survey and in focus groups to gather input on space, program and service needs. More information will follow in the WESN newsletter and via email.

11. Strategic Planning Committee

Board member Marta Filipski provided an update on the WESN 2018-2021 strategic plan, and stated that the organization is on track with achieving its goals. However, in these unprecedented times, there is a need to regroup in order to understand what work should continue, what should change and what should be put on hold. The Strategic Planning Committee will work closely with the Membership Committee and WESN staff to ensure alignment with needed changes in the context of the COVID-19 pandemic.

12. Election of Board Members

a) Nominating Committee Report

- The Nominating Committee report was presented by Sara Johnson.
- Four members of the current Board of Directors were elected in 2018 for two-year terms and are not required to stand for election this year:
 - Abudi Awaysheh
 - Karsten Kaemling
 - Frank McCormick
 - Dr. Joel Oger
- The Nominating Committee selected for consideration and election the following five individuals for the available seats on the Board of Directors:
 - Marta Filipski (incumbent)
 - Alison Maher
 - Ross McKinnon
 - Stephanie Thomas
- Dr. Joel Oger noted the importance of recognizing that some Board members are not older adults. WESN does not limited Board participation by age, and he stressed the important role that Board members who are not older adults can play.

b) Nominations from the Floor

- Dr. Joel Oger called for any nominations from the floor.
- Dr. Joel Oger called a second time for any nominations from the floor.
- Dr. Joel Oger called a third time for any nominations from the floor.

There being no nominations from the floor, the candidates were therefore acclaimed.

13. Executive Director's Report

- Anthony Kupferschmidt provided an in-depth presentation on WESN activities over the past year:

- The Clothes and Collectibles Thrift Boutique was setting multiple new records and was on track for their best year yet before the COVID-19 pandemic forced us to close our doors.
 - Our intergenerational reading program was featured by the International Federating on Aging.
 - The WESN Peer Support service at Kay's Place was recognized by the Mental Health Commission of Canada.
 - WESN was instrumental in preventing the removal of a bus stop at the corners of Jervis and Davie Street.
 - WESN also participated in public consultations about needed changes to Granville Bridge to improve accessibility and seating.
 - MLA Spencer Chandra Herbert highlighted WESN in the provincial legislature.
 - WESN hosted Councillor Melissa de Genova at Barclay Manor to help kick off the consultation process for a new city-wide plan.
 - WESN was featured in the media more times than ever, and you can read more about what we have done on the At Work page of our website.
 - WESN received a major new grant to expand the Life Unlimited grocery shopping and delivery service into Coal Harbour. This enabled us to restructure the staff team at Barclay Manor to create a Community Services team that united the Better at Home and Life Unlimited services so they are more seamless for clients, and to move toward having a full-time Manager of Volunteer Resources.
 - When the pandemic hit, WESN was named by the Ministry of Health as one of only 24 COVID-19 Community Response Hub agencies across BC, and we were named an essential service. WESN quickly ramped up services like grocery shopping and check-in phone calls, and added new services like prepared meal delivery in partnership with Gordon Neighbourhood House.
 - WESN was recognized for our work by the Consulate General for France in Vancouver.
 - WESN is a member of the Alliance of Seniors' Centres of BC, and we partnered to advocate for extended tax filing deadlines and to ensure that financial benefits for older adults were not disrupted during COVID-19.
 - WESN received a social prescribing grant to help connect family physicians and the older adults they serve with needed programs and services, and we will be launching this service soon.
 - WESN will also be launching a physical activity coaching program called Choose To Move soon.
 - With financial support from the City of Vancouver, WESN will launch NOVA, a Network of Organizations in Vancouver on Aging.
- Anthony Kupferschmidt thanked all WESN members, clients, customers, volunteers, donors, funders and partners for their support.

14. Questions from Members

Dr. Joel Oger and Anthony Kupferschmidt responded to questions from members:

- What programs and services are being offered by WESN now, and what changes in programming will there be going forward?
 - WESN is offering a variety of outdoor programs, including the new Garden Club and picnics in Barclay Heritage Square. WESN is also offering a variety of programs online via Zoom, such as dance classes and TED Talks. WESN plans to add more virtual programs soon, and to offer more in-person programs again when Barclay Manor reopens.
- When does WESN membership lapse, and how can I renew my membership?
 - Your 2019-2020 membership lapses at the end of this meeting. You can visit the WESN website to download the 2020-2021 Membership Application Form. You can fill it out and email it in, and for the first time this year we will accept e-transfers for membership payments. If you don't have access to a computer, the Membership Application Form is printed in every monthly newsletter. You can cut that out and send it to Barclay Manor with a cheque. Or you can come to Kay's Place and renew your membership anytime.
- When can members return for a coffee and chat at Barclay Manor?
 - WESN has been working with the Vancouver Board of Parks and Recreation, the West End Community Centre Association, the City of Vancouver and Vancouver Coastal Health to make a plan to reopen Barclay Manor for programs next month. Watch the October newsletter for more details.
- What are WESN locations doing to adhere to the physical distancing and WorkSafeBC guidelines during COVID-19?
 - WESN reopened the Kay's Place and Clothes and Collectibles Thrift Boutique locations a few months ago following safety guidelines from WorkSafeBC. WESN has increased the frequency of cleaning, and is allowing fewer individuals in at any time. Hand sanitizer is available and all visitors are required to wear masks for face shields.

15. Adjournment

Dr. Joel Oger thanked Board members Sara Johnson, Alison Mahor and Abudi Awaysheh for helping to organize the first virtual WESN AGM, and thanks staff members Kaitlin Hong Tai and Abbie Purdy for their support.

WESN members for attending the AGM and requested a formal motion to adjourn.

Motion: To adjourn the 2020 AGM.
Moved: Marta Filipski
Seconded: Stephanie Thomas
Vote: Carried unanimously

The meeting was adjourned at 2:11 pm.

Recorded by: Karsten Kaemling (Acting Secretary)