

**Present:** Darren, Jen, Brad, Brenda, Jody, Silvana, Erick, Melissa, Ayo, Ashley, Sumit, Noel

**Regrets:**

## AGM Agenda

### 1. Welcome

Jen Hoffman-Bailey, *Chair*

- a. Who we are
  - i. This is HCA's 11th year anniversary and our third year in the Huron Community Centre
- b. Mission and Vision
  - i. HCA came together in 2014 to build a sense of community within our neighbourhood by offering programming and events for youth and adults
  - ii. Our mission: To provide opportunities that are inclusive, caring and meet the developing needs of our community
  - iii. Our vision: a neighbourhood where we work together to foster a safe, vibrant and active community
- c. New boundaries
  - i. The Huron neighbourhood is growing and our boundaries have changed. The new boundary map was referred to on the slideshow.

### 2. Housekeeping

Jen Hoffman-Bailey, *Chair*

- a. Voting Procedures
  - i. Any member in the community may vote at the AGM
- b. Approval of DRAFT Agenda for Thursday, November 14, 2024
  - i. **Motion:** To approve the AGM Agenda
    1. **Moved by:** Brenda      **Seconded:** Jody      **CARRIED**
- c. Approval of DRAFT [Minutes of 2021-2022 AGM - Tuesday, November 14, 2023](#)
  - i. **Motion:** To approve the November 21, 2022 AGM Minutes
    1. **Moved by:** Jen      **Seconded:** Erick      **CARRIED**

### 3. HCA Business

- a. Finance Report
 

Darren Bailey, *Treasurer*

  - i. Approval of Financial Summary for fiscal year 2023-2024
    1. **Motion:** To approve the financial summary for FY 2023-2024
      - a. **Moved by:** Darren      **Seconded:** Jody      **CARRIED**
  - ii. Darren reviewed the balance sheet, income statement and statement of cash flows
  - iii. Darren plans to investigate the cost of implementing Intuit Quickbooks for the 2024-2025 FY
  - iv. Darren noted that cheques written to iHelp International (organizers of the Women's Conversation Circle) were not cashed by the organization
  - v. It was noted that the amendments associated with Ontario's Not-For-Profit Corporations Act (ONCA) may have implications around financial auditing and filing taxes
  - vi. It was suggested that should auditing services be required, HCA liaise with adjacent NA's to procure a group rate on such services

**\*ACTION:** Brad to follow up with iHelp International regarding cheques that were not cashed

\*ACTION: Brad to assist HCA members on clarifying ONCA-specific amendments and organize legal assistance and/or other relevant services from the City of Kitchener as needed.

- b. Board Member Nominations Jen Hoffman-Bailey, *Chair*
- i. That *Ashley Somers* be approved to join the HCA Board of Directors as the Events Coordinator
    - 1. **Nominated by:** Jen      **Seconded:** Jody      **APPROVED**
  
  - ii. That *Silvana Morales* be approved to join the HCA Board of Directors as a member of the Communications Assistant
    - 1. **Nominated by:** Jen      **Seconded:** Erick      **APPROVED**

#### 4. Life in the HCA

- a. Program Report Melissa Haynes, *HCA Programmer*
- i. A focus of the year has been transitioning away from the use of third-party/external partner contracts due to escalating costs
    - 1. ie, “Stem-otics”, “Little Medical School”, “Little Veterinary School”
    - 2. Relationships with these external partners were maintained
    - 3. New instructors were hired and new programs, such as the Children’s Science program, have been offered for 3 different age groups and have been successfully received by the community
  - ii. HCA continued its partnership with the Freedom in Christ Church to offer outdoor sports programming
    - 1. Outdoor soccer was offered in the summer as well as a shortened session in the Spring and Fall due to its popularity
  - iii. HCA offered outdoor summer programming at the Huron Natural Area
  - iv. Indoor Programming at the HCC grew this year
    - 1. HCA continued its offering of several dance programs, sports programs, racket sports, drama class and drop-in basketball for men aged 18+
    - 2. We offered 5 different Yoga classes
  - v. HCA continued to offer Babysitting and Home-Along courses via our third-party contract partners
- b. The HCA had 3976 registered participants in the 2023-2024 FY and we reviewed the upward growth trend over the past 10 years.
- c. Going Forward
- i. There is a massive and ongoing demand for more program offerings but we are limited by space
    - 1. Many of our existing programs have wait lists up to 22 registrants, which would be enough to create an additional class per session but we do not have the room capacity to do so
    - 2. HCA program participants are surveyed regularly to gauge interest and satisfaction with program offerings
    - 3. Programmer noted there has been an increase in non-Huron community member registration
    - 4. Ward Councillor Owodunni suggested the HCA share this data with Mark Hildebrandt, Director Community Programs and Services, City of Kitchener, which may help with planning and development of future community centres
      - a. Brad shared that registration and waitlist numbers from ActiveNet are available in a database which Mark has access to
    - 5. RBJ Schlegel Multi-Sport complex is currently in development and will offer additional City programming opportunities
    - 6. Launching on or around Spring to Summer 2025, Kitchener residents will have 7 days to registers for ActiveNet programming and city-run March Break and Summer Camps prior to non-Kitchener residents

7. Potential to explore drop-in volleyball due to volleyball popularity and success with drop-in basketball program

d. Event Report

Jen Hoffman-Bailey, *chair*

- i. Jen reviewed the events of the year
- ii. In alignment with our mission and values, HCA strives to keep events free in order to give back to the community
- iii. We strive to continue to provide quality events and improve our communications
- iv. We look forward to supporting our new Events Coordinator, Ashley, in bringing her visions for community events to reality.

e. City of Kitchener/Community Centre Report

Brad Mulligan, *City of Kitchener*

- i. HCC staff have enjoyed strengthening their relationship with the HCA and HCA programmer to serve Huron residents
- ii. HCC values their partnership with EarlyON, Oak Creek P.S., Risking Oaks Early Learning Centre and House of Friendship
- iii. HCC saw great success with programming, March Break and summer camps and supporting the summer Mobile skatepark

f. Ward Councillor Report

Ayo Owodunni, *Ward 5 Councillor, City of Kitchener*

- i. Extended his appreciation to the HCA and HCC staff for the work being doing in service to the community
- ii. Endorsed that he has heard positive feedback from Huron residents about HCA programming and events
- iii. Acknowledged the change and growth in population within the community
- iv. He has met residents who live in close proximity to the HCC but are unaware that it is here and have yet to visit. He expressed that they have a strong desire to volunteer and get involved
- v. Encouraged the HCA to explore ways in which we can welcome, engage with, network and connect with newcomers to the community of every age
- vi. The community centers should be a point of first contact for newcomers to the community
- vii. We have a responsibility to help them feel heard and seen
- viii. He encouraged the HCA to dedicated time at an upcoming meeting for brainstorming creative ways in which we can achieve this, in alignment with the City of Kitchener
  1. A new line item in the budget is to be implemented to develop a "Newcomer Strategy"
  2. The individual heading this initiative should meet with neighbourhood associations and groups to discuss engagement strategies and form partnerships
- ix. Encouraged HCA to consider all age demographics, namely, senior newcomers who are often isolated and can be left out of engagement opportunities
- x. The HCA agreed with these points and shortly brainstormed strategies that could be implemented

5. Questions/Comments

Jen Hoffman-Bailey, *Chair*

- a. Noel inquired about how HCA programming was implemented prior to the opening of the HCC. Jen discussed how space was rented from the public schools

6. Adjournment

Jen Hoffman-Bailey, *Chair*

- a. **Motion:** To approve the financial summary for FY 2023-2024
  - i. **Moved by:** Ashely      **Seconded:** Silvana

**CARRIED**