



**DRAFT**

**Elizabeth Fry Society of Ottawa**

**EFry Ottawa AGM – 2021**

**Meeting Location: Zoom**

Date: October 21, 2021, Time: 06:05 PM

**Present:**

Andrea Loder  
Chi Gehani, Treasurer  
Chloe Halpenny, Secretary  
Emma Tibbo, HR  
Karen Trines, Vice President  
Laura Crich  
Lynn Frappier, President  
Nancy Richard, President  
Shawna Holmes, Vice-President  
Cathy Robinson, Manager  
Recording Secretary: Chloe Halpenny

**1. Call to Order, Welcome, & Land Acknowledgement**

Lynn acknowledged that this meeting is taking place on the unceded and unsundered territory of the Algonquin Anishinaabe people.

She welcomed voting members and referred them to the package that had been emailed to voting members, which is also available on EFry Ottawa's website. Lynn asked participants to put their microphones on mute and, if comfortable, turn on their videos; she also asked voting members to write their name and that they were a voting member in the chat.

**2. Approval of Agenda**

Motion to approve the 2021 AGM agenda - moved by Karen Trines, seconded by Alexandria Bonney. Carried.

**3. Keynote Speaker: Heather Perkins-McVey**

Justice Perkins-McVey spoke on The role of specialized courts in creating alternative trajectories for criminalized women. Attendees enthusiastically thanked her and were grateful for her insightful remarks.

**Change...**  
*One step at a time...*

#### 4. Approval of Minutes - 2020 AGM

The 2020 AGM minutes were shared with voting members in advance for review. No modifications to the minutes were requested.

Motion to approve the 2020 AGM minutes - moved by Shawna Holmes, seconded by Andrea Loder. Upon voting using the hand raising function on Zoom, the motion was carried.

#### 5. Reports

##### 5.1 Report from Board President

In January 2021, the board reconfirmed the strategic plan and priorities. Some highlights in the past year include:

**Actively advocate for the abolition of jails and prisons, and promote and build support for humane and safe alternative.** The Community Engagement committee continued to raise their voice in support of alternatives to prison and jail that respect human rights. Board and staff joined those fighting the planned creation of a jail in Kemptville for men and women. We continued to partner with the Canadian Association of Elizabeth Fry Societies, and the Council of Elizabeth Fry Societies of Ontario on national and provincial issues, including poverty, human rights, and other issues affecting criminalized women.

**Be “shovel ready” for developing a purpose-built EFry Ottawa hub to serve our clients under one roof.** With the long-term plan to house EFry Ottawa programs and services in a new facility that reflects that we are a service hub for criminalized women and those at risk of becoming criminalized, we moved forward with our short-term plan to improve our residential facilities. While COVID-19 slowed our progress, it did not deter us, and our plan remains in place for significant improvements to our residences.

**Make E Fry Ottawa a workplace of choice in the not-for-profit sector.** Our staff the heart and soul of EFry Ottawa, and continued to demonstrate talent, flexibility and compassion. Their resilience was repeatedly challenged as public health requirements evolved with new research, understanding, and public health guidelines. Staff kept their eye on meeting client needs and delivering programs and services in any safe way possible. We secured temporary funding to increase staff wages for periods throughout the year. We increased flexibility to support some staff to work from home, and for others to take leave for health reasons related to COVID. Our management team also waded through this new environment with creativity and compassion for staff as we all struggled with the personal and professional impacts of the pandemic.

##### 5.2 Report from Executive Director

**Continue to deliver and strengthen core services our clients and the community rely on,** particularly mental health, in the context of COVID-19. Many core services and programs were shifted to be delivered virtually, with staff adapted rapidly.

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**Strengthen current partnerships and forge new ones that support mutual goals:** highlights include the Robert Smart Centre, the Ottawa Mission, the Bronson Centre  
Increase the amount and stability of our funding. COVID-19 funding for increased physical safety, in addition to other funding sources. Cathy thanked all funders for enabling EFry to do our work over the past year.

## 6. Staff & Volunteer Recognition

Cathy emphasized the central role of staff in facilitating EFry Ottawa's work and success, and expressed sincere gratitude for their incredible work over the past year. Prior to the AGM, she had asked managers to share a few words about staff, which she shared with attendees.

Lynn extended this gratitude to Cathy, recognizing her strength and leadership throughout COVID-19, and steadfast commitment to the organization and staff.

## 7. Treasurer's Report

Chi presented on behalf of Kamal.

Chi noted EFry's ability to pivot and deliver its programs during the pandemic. EFry Ottawa applied for and received COVID-related funding from the federal government to help offset the downward pressures of the pandemic and to fulfill future commitments. EFry also received COVID-related funding from and through most of our core funders at the federal, provincial, and local levels. This funding supported our operations enormously and contributed to our operations, including by making spaces COVID-safe, enabling staff to work remotely as needed and for those on site to remain safe. It also enabled us to support our clients with their basic needs.

## 8. Auditor's Report

Daniel from Frouin Group summarized the auditor's report, which is available on EFry Ottawa's website.

Cash increased significantly from last year due to increased funding and deferred revenue. Investments were made in GICs and elsewhere. Prepaid expenses include last month's rent as well as light prepared insurance. An increase in capital assets were due to upgrades in office space. Liabilities and accounts payable were similar to last year. There was an increase in deferred capital contributions and revenue.

Audited statement of revenue and expenditure: revenue increased significantly, largely due to COVID grants and government subsidies. Expenses were comparable to last year, with slight increases. There is a surplus of just over \$414,000.

The auditor reviewed the remainder of the auditor's report for attendees.

Motion to approve the auditor's report - moved by Shawna Holmes, seconded by Chi Gehani. Upon voting using the hand raising function on Zoom, the motion was carried.

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Motion to retain the Frouin Group as auditors for 2022-2023 - moved by Andrea Loder, seconded by Chi Gehani. Upon voting using the hand raising function on Zoom, the motion was carried.

## 9. Election of the Board of Directors

Prior to the election, Karen acknowledged Lynn's tenure on and major contributions to the board as president, which was echoed by Cathy and others. Lynn also expressed thanks to Michelle Lawrence for her support of the organization and board, and Karen, Kamal, Kaitlin, Andrea, Alana, Sarah, Lydia, and Marla for their contributions as outgoing board members or associate board members.

Lynn turned it over to the new incoming board members to introduce themselves prior to the vote: Adrienne Fanjoy, Alexandria Bonney, and DeRoux Jones. Shawna introduced Feliciana Goncalves-Sebastiao in her absence.

Motion for Adrienne Fanjoy to join the Elizabeth Fry Society of Ottawa Board of Directors - moved by Laura Crich, seconded by Emma Tibbo. All in favour - carried.

Motion for Alexandria Bonney to join the Elizabeth Fry Society of Ottawa Board of Directors - moved by Chi Gehani, seconded by Nancy Richard. All in favour - carried.

Motion for DeRoux Jones to join the Elizabeth Fry Society of Ottawa Board of Directors - moved by Chi Gehani, seconded by Shawna Holmes. All in favour - carried.

Motion for Feliciana Goncalves-Sebastiao to join the Elizabeth Fry Society of Ottawa Board of Directors - moved by Nancy Richard, seconded by Shawna Holmes. All in favour - carried.

## 10. Adjournment

Meeting adjourned on Oct 21, 2021, at 07:49 PM

**Name:**

**Signature:**

**Position on Board:**

**Date:**

**Name:**

**Signature:**

**Position on Board:**

**Date:**

**Change...**  
*One step at a time...*