

MINUTES
of the
ANNUAL GENERAL MEETING OF CCBC
CANADIAN CHILDREN'S BOOK CENTRE
Northern District Library
40 Orchard View Blvd., Suite 200 (Second Floor), Toronto, ON
Monday, June 26, 2017 – 6:00pm

IN ATTENDANCE:

Helena Aalto	Sue Anderson
Rona Arato	Saumiya Balasubramaniam
Shannon Howe Barnes	Kate Blair
Lana Button	Bev Cline
Mary Anne Cree	Nancy Davidson
Anne Dublin	Melanie Fishbane
Lizann Flatt	Sharon Freeman
Linda Granfield	Brenda Halliday
Nancy Hartry	Yolande Hirdaramani
Meghan Howe	Susan Jasper
Sharon Jennings	Patricia Jones
Richard Jones	Camilia Kahrizi
Karen Krossing	Heather Kuipers
Mary Beth Leatherdale	Elizabeth MacLeod
Leslie McCallum	Carol McDougall
Mireille Messier	Lynne Missen
Catherine Mitchell	Sylvia Moretti
Michele Nidenoff	Daryl Novak
Sandra O'Brien	Debbie Ohi
Gillian O'Reilly	Kathleen (Siggy) Pattinson
Debbie Rogosin	Trudee Romanek
Marsha Skrypuch	Roland Stringer
Robin Taylor	Charlotte Teeple
Zain Velji	Michael Wile
Frieda Wishinsky	

Recording Secretary: Sue Anderson

1. **Call to Order** – Daryl Novak, President, CCBC Board of Directors
2. **Approval of Agenda** – moved by Helen Aalto, seconded by Roland Stringer, that the Agenda be accepted as presented. Carried
3. **Approval of minutes of 2016 Annual General Meeting** – Catherine Mitchell asked that the minutes include Sylvia McNicoll's request that the minutes reflect questions raised at the meeting in more depth and that the minutes be circulated three weeks in advance of the AGM.

Moved by Gillian O'Reilly, seconded by Anne Dublin, that the minutes be approved with this change noted. Carried

4. President's Report – Daryl Novak

- See attached
- Daryl noted that administrative policies had been updated and now include fair business practices; ongoing online updates
- Each staff member has taken over duties previously performed by the office manager who was not replaced due to budget constraints
- CCBC continues to work on partnerships and issues include diversifying the funding base and fundraising

5. Executive Director's Report – Charlotte Teeple

- See attached

6. Financial Report and 2016 Audited Financial Statements – Robin Taylor, Treasurer

- MDP LLP issued a clean audit report.
- CCBC is in a good position; ended with a small surplus (sixth year in a row) and a cumulative surplus of \$43,000 with excess expenditures of \$41,000 over income
- The difference in accounts receivable from 2015 to 2016 was funding from TD which had not been received and deferred revenue is to do with the timing of receipt of funds
- A surplus for 2017 is expected due to the October fundraiser this year
- C. Mitchell commented on the \$50,000 difference from 2015 for Magazines which was attributed to a donation for printing from Friesen
- G. O'Reilly noted that both corporate sponsorship and membership were down; the first was due to receipt of funds from TD in 2015 related to 2014 revenue; the second had no material effect on revenue

Appointment of Auditors for 2017 Audit

Motion by Robin Taylor, seconded by Kathleen Pattinson, that MDP LLP be appointed as auditors for 2017. Carried

7. Presentation of Slate and Nominations – Sylvia Moretti

- New directors are Jane Kilburn-Boyle, Sharon Freeman, Heather Kuipers
 - Returning board directors are Nancy Hartry, Carol McDougall, Sylvia Moretti, Leslie McCallum, Lynne Missen, Daryl Novak, Robin Taylor, Roland Stringer (one-year term) and Zain Velji (two-year term)
 - No nominations were received from the general membership
- Motion by Sylvia Moretti, seconded by Gillian O'Reilly, that the slate be approved as presented. Carried

8. Other business

- Daryl thanked Felicia Quon, whose term has expired
- G. O'Reilly, on behalf of S. McNicoll, suggested that the writing competition be reinstated
- C. Mitchell suggested that CCBC remind speakers at the TD Galas to mention Canadian books in their remarks
- A. Dublin thanked CCBC (Meghan Howe) for the reviews in online Book News – a great resource

- S. Jennings noted that another sponsor will have to be found should TD decide it will no longer support CCBC; Charlotte Teeple noted that another three-year contract has been signed with TD.

Motion by Gillian O'Reilly, seconded by Sharon Jennings, that Camilia Kahrizi, Meghan Howe and Shannon Howe Barnes be thanked for their work for the CCBC.
Carried

9. **Guest Speaker** – Elizabeth MacLeod

- Introduction by Daryl Novak of Ms. MacLeod whose presentation touched on important milestones during the last 150 years in Canada

10. **Adjournment**

- Motion by Karen Krossing, seconded by Daryl Novak, that the meeting be adjourned at 7:24pm. Carried