



ANNUAL GENERAL MEETING
February 20, 2024

Minutes of the Quest Outreach Society 2023 Annual General Meeting scheduled February 20, 2024, at 6:00 p.m.

MEMBERS PRESENT:

Marilyn Bergen, President (Chair)
Carol Crow, Vice Chair
Eddie McWhirter, Treasurer
Patrick Beirne, Secretary
Jessica Begg
Peter Brasso

Fred Cirillo
Marion Galinski
Clay Haeber
Rosemary John
Caroline Smart
Lillian White

ALSO PRESENT:

Jana Anderson, Moderator
Theo Lamb, Executive Director

Sam Hamilton, Manager, Administration and Client Services
Brandon Ma, KPMG LLP

PREPARATION OF MINUTES:

Barinder Lalli, Board Secretary

PROCESS INTRODUCTION

Jana Anderson, Moderator, reviewed the process for participating in the meeting and voting on motions.

LAND ACKNOWLEDGEMENT

Marilyn Bergen, Chair, acknowledged the traditional territories of the Musqueam, Squamish and Tsleil-Waututh First Nations, from which she joined the meeting.

1. Call to Order and Land Acknowledgement

Chair Bergen called the meeting to order at approximately 6:07 p.m.

6:08 p.m.

Patrick Beirne joined the meeting.

2. Establish Presence of Quorum

Chair Bergen confirmed that in accordance with the Bylaws, a quorum for a meeting of members of the Society was three members in good standing. The Moderator confirmed a quorum, with twelve members in good standing present.

3. Approval of Agenda

Related item: Draft Agenda for the February 20, 2024, Quest Outreach Society Annual General Meeting

It was MOVED (Peter Brasso) and SECONDED (Carol Crow)

That the Agenda for the 2023 Quest Outreach Society Annual General Meeting (AGM) scheduled February 20, 2024, be approved as presented.

CARRIED (AGM240220-01)

4. Adoption of 2023 Meeting Rules of Order

Related item: Quest Outreach Society 2023 Meeting Rules of Order

It was MOVED (Fred Cirillo) and SECONDED (Eddie McWhirter)

That the Quest Outreach Society 2023 Annual General Meeting Rules of Order be approved as circulated.

CARRIED (AGM240220-02)

5. Adopt Minutes of the February 22, 2023, Annual General Meeting

Related item: Draft Minutes of the February 22, 2023, Quest Outreach Society Annual General Meeting

It was MOVED (Carol Crow) and SECONDED (Lillian White)

That the Minutes of the 2022 Quest Outreach Society Annual General Meeting held February 22, 2023, be adopted as presented.

CARRIED (AGM240220-03)

6. Presentation of Financial Statements and Auditor's Report

Related item: Financial Statements of Quest Outreach Society and Independent Auditors' Report for the year ended August 31, 2023

Eddie McWhirter, Treasurer, referred to the information provided and reported that KPMG LLP conducted the audit and provided a qualified audit opinion due to the fact the organization derives revenue from donations which has limitations in the verification of amounts received and recorded in the financial statements.

It was additionally noted that:

- Total balance sheet valuation at year end was \$3.386 million
 - o This is an increase of \$461,000 from the prior year
 - o Cash represents \$1.39 million of the total balance
 - o The increase in cash is due to a restricted donation from Vancouver Coastal Health of \$250,000 and net surplus for the current year
- Total revenue was \$3.2 million, up \$348,000 from the year prior
- Total expenses were \$3 million, consistent with the year prior
- The deficiency of revenue over expenses was approximately \$172,000.

It was MOVED (Peter Brasso) and SECONDED (Eddie McWhirter)

That the Quest Outreach Society Annual General Meeting receive the "Financial Statements of Quest Outreach Society for the year ended August 31, 2023", as approved by the Directors and circulated to the members.

CARRIED (AGM240220-04)

6. Appointment of the Auditor

It was MOVED (Eddie McWhirter) and SECONDED (Fred Cirillo)

That the Quest Outreach Society (Society) Annual General Meeting appoints KPMG LLP as the Auditor for the Society for the year ending August 31, 2025.

CARRIED (AGM240220-05)

7. Report from the Directors

Related item: Presentation titled, "2023 Director's Report"

Chair Bergen reviewed the Quest Outreach Society's Vision and Mission and commented on successes achieved during 2023, including:

- Creation of a three-year Strategic Plan, which was launched in September 2023
- 186,349 client visits supported with an average of 4,012 client visits per week
- 400+ referring partners in the Quest network supporting clients, individuals, and families
- The 13th Annual YVR Holiday Hamper Campaign distributed 1,500 Holiday Hampers, fed 9,000 British Columbians
 - o Partnership created with a chef and cookbook author to provide custom holiday recipes which were translated into the three most popular languages used in the markets
- All activities led by the Senior Management Team, staff of over 60, and the Board of Directors.

Chair Bergen thanked all Quest members for their continued service over the last year.

8. Election of Directors

Chair Bergen confirmed that three nominations were received from members in good standing currently sitting as Board Directors. In accordance with section 7.4 of the Bylaws, as the number of eligible nominees did not exceed the number of seats available on the Board of Directors, all nominees were deemed to be elected by acclamation, and no vote was required.

The Moderator announced the names and positions of those acclaimed to the Quest Board of Directors for a three-year term (2024 – 2027), as follows:

- Carol Crow
- Clay Haerber
- Eddie McWhirter.

CONCLUSION

The Quest Outreach Society Annual General 2023 Meeting, held February 20, 2024, concluded at 6:28 p.m.

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