

CREATIVE RETIREMENT MANITOBA  
ANNUAL GENERAL MEETING MINUTES  
Held via Zoom due to COVID restrictions

November 3, 2020 – 1.00 PM

1. Call to Order at 1300h
2. Adoption of Credentials Report  
The President declared a quorum under Article 5.2 of the Bylaw
3. Adoption of Rules of Procedure  
Meeting procedures will be in accordance with Robert's Rules of Procedures.  
Anyone who would like to speak should address the chair. Any speaker will be limited to 3 minutes.
4. Adoption of the Agenda without addition  
*Proposed: D Lloyd    Seconded: W Kremers* **Carried**
5. Approval of the 2019 AGM Minutes  
Motion: That the Minutes of the November 2019 AGM be adopted. *Proposed: A Carfrae    Seconded: J Toews* **Carried**
6. President's Report – Ed Sawatzky

In July 2019 Chief Peguis received Urban Reserve status which caused an increase in rent from \$6200 to \$7600 per month. This led to us looking for a new home by December, with a focus on finding a not-for-profit or community partner.

March 13, 2020 – COVID forced us to temporarily shut down our operations. The Board continued to meet via teleconference, and free online training was offered on the website which allowed us to keep receiving our funding. We had to lay off the Program Manager and we applied for a several subsidies. We also applied for, and received, a \$40,000 loan from the federal government, of which \$10,000 is forgiven if the balance is paid back by December 2022.

We chose our new home, Valour Community Centre, in April. We signed a 5-year agreement with rent set at \$1400 per month for the first two years, \$1500 a month for the next two years and \$1600 a month in year 5. July and August were focused on the move. We spent approximately \$12,000 on renovations in the new space. Now it is time to rebuild and bring back members in our new normal. Members and instructors are taking a wait and see attitude, and we need to show that we are making every effort to keep everyone safe.

Thank you for allowing me to serve CRM for the last two and a half years.

#### 7. Executive Director's Report – D'Arcy Mansell

It was the strangest of years. After the shutdown in March, we put links to online learning (that we vetted to make sure it was quality training) in order to keep our funding. When we started planning for the Fall Session, we were allowed to have 20 participants based on social distancing guidelines, which was reduced to 10 by the time classes started, and then reduced to 5 and now back at no participants allowed on site. Once we can go back to 10 people per class or lecture we can still be financially viable due to the reduced operating costs.

The move has been good for us. Rooms at the old site were very small, so based on social distancing rules we wouldn't have been able to have very many people; being in a community centre makes sense and we are still centrally located.

Currently we are planning for the winter session and are assuming we will be allowed to hold classes. We will continue to be flexible as rules and guidelines are changed. The free online training was very popular, trying to offer lectures via Zoom did not work out as well (you could go on Youtube for free to find lecture type training). We are looking at ways to engage members. Based on current financials we can manage for another year of rockiness.

Thanks to Ed for his leadership, particularly during lease negotiations.

#### 8. Financial Report 2019/2020 – Glenn Aitchison, Treasurer

The fiscal year was from August 1, 2019 to July 31, 2020. A set of statements are available to all members online.

The review engagement for the fiscal year ending July 31, 2020 has been completed. Management is responsible for the preparation and fair presentation of financial statements. The purpose of the review engagement is to express an opinion on the fairness of the statements. The conclusion of this year's review was that the statements fairly represented the current financial situation, and the financial operations of the year.

On the balance sheet we have \$173, 972 total assets, and \$126,203 of net assets as at July 31, 2020.

Our revenue for 2020 was substantially different than the budget, primarily due to COVID. Expenses were lower than budget due to layoff of program manager; wage

subsidies; a decrease in equipment rental, and printed guide expenses were down. Moving expenses were also lower than budget but this is a timing issue, these expenses were in August and appear on the new year statements. We had a net loss of \$16, 235 for the year, compared to a budgeted loss of \$37,000. We are in decent shape financially.

The budget for 2021 has been prepared – some items we don't have a clue as to how it will unfold, such as course registrations.

We are still waiting for a damage deposit from Peguis to be paid back to us of \$5500.

The Treasurer thanked Angela Mulligan, our bookkeeper, for her diligence in applying for subsidies that were available to us.

#### 9. Appointment of Auditor for 2020/2021

Motion: That Ms Ramona Tkachuk be appointed as the CRM auditor for the fiscal year ending July 2021. *Proposed: G Aitchison Secoded: J Roy* **Carried**

#### 10. Election of CRM Board Members for 2020/2021

A new Slate of Officers was proposed by the Nominating Committee.

Motion: That the slate of officers be accepted as circulated to the membership. *Proposed: J Roy Secoded: J Toews* **Carried**

The new Board for 2020/2021 is as follows:

President – Pat Jarrett	Treasurer - Glenn Aitchison	Secretary - Angie Carfrae	Past President Ed Sawatzky
Maria Beatriz Barahona	Philipa Caplan	Marianne Farag	Peter Globensky
Pat Hawthorne	Beverley Watts	Garnet Ward	

#### 11. Recognition of departing Board members

Pat Jarrett thanked the Board members who are leaving the Board for their great contributions. Jim Roy, David Lloyd, Verly Zébière and Judy Toews have terms that have expired. D'Arcy also expressed gratitude to the Board and the volunteers.

#### 12. New Business – Questions from the Floor

Q. Will there be a change to online registration fees? A. Some fees are being reduced for online learning.

Q. Are memberships dropping? A. There has been a large drop in memberships this year. Normally in the fall we would have about 200 memberships, this year there has been about 60. There was a suggestion from the floor that a communication should go to all members saying the least we can do to help CRM is renew our memberships to keep CRM afloat during these challenging times.

Q. Should clubs carry on using Zoom? A. This is up to each club to decide among themselves. Darcy will send an email to all club leaders about this. CRM has purchased a business subscription, so club leaders do not have to worry about the 40-minute time limit from free Zoom subscriptions.

Q. Are members reluctant to use Zoom because of lack of experience? Zoom has simple to use tutorials that we could steer members towards. A. We have sent instructions on using Zoom to members previously. We need to continue to think about ways to get members more comfortable with Zoom though, because they will be more engaged.

Q. Are we following up with Peguis to get our rent deposit back? A. Yes, we are working with Peguis to get these funds.

The meeting was adjourned at 2:01 pm.