

# AGM Minutes – Friday May 28<sup>th</sup>, 2021

Time: 7:19pm – 8:28pm

Attendees: Manisha, Bobby, Peter, Alfie, May, Elena, Marla, Cassandra, Ross & Evangeline Umali, Tom Williams

## Welcoming the Board and Members to the Meeting

Manisha welcomes everyone to the Annual General Meeting of 2021. Due to the COVID-19 pandemic the AGM is taking place virtually using Google Meet. The following forms/documents were provided beforehand to the attendees:

- Current AGM agenda
- AGM minutes of 2020
- Financial statements – income statement and balance sheet for year end
- Virtual AGM Instructions
- AGM flyer

## Reading 2020 AGM Minutes – Motion to Accept

Copies of last year's minutes were provided to all; Bobby reads over the minutes to the attendees. An adjustment was made to the 2020 minutes in relation to the Total Liabilities & Equity dollar amount which was incorrect. Manisha motions to accept last year's minutes, and Alfie seconds.

## Financial Statements – Peter Chatterjee

Peter begins by going over the income statement for the year ending March 31, 2021.

Revenues are as follows:

Donations received: \$3,404 (\$3000 was from CF), interest earned on GIC: \$547.03, membership fees collected: \$675, LEP programs and bowling: \$132.50.

**Total Revenues: \$4,758.53**

Expenses are as follows:

Admin. Salary: \$3500, bowling: \$0, bank charges/PayPal fees: \$114.13, liability insurance: \$2,299.44, LEP supplies: \$2,510.87, LEP salaries (teachers): \$2,233, web page: \$220.35.

**Total expenses: \$10,877.79**

**Total loss for the year end was \$(6,119.26)**

Peter follows with the balance sheet.

Assets are as follows: GIC at Bank of Nova Scotia: \$37,877.69, bank account: \$29,365.60.

**Total assets: \$67,243.29**

Liabilities & Equity are as follows: Beginning equity: \$73,362.55, net loss \$(6,119.26)

**Total liabilities & equity: \$67,243.29**

Peter inquires if there are any questions; there are none. The financial statements mentioned above have been provided to all members via email and have also been posted on the MAIL website on the Annual reports page. Manisha believes this is the first time that MAIL has experienced a loss which is understandable considering not many people renewed their memberships given the circumstances. The board still tried their best to include the larger membership group including unpaid members with updates and information as well as a Christmas gift. Manisha is hoping to rebound from the loss and

asks the attendees and board if they have not yet renewed their membership this year to please do so. Manisha also notes that she can apply again for a donation from Cadillac Fairview. Bobby notes that another major loss in revenue was due to the lack of donations this year in comparison to prior years. Typically, MAIL receives a large donation from CLM as well so Peter will send a message to Keith at CLM to say hello and inquire if they are able to make any donations to MAIL this year. Bobby also mentioned that there may not be a need for liability insurance if MAIL is not using a facility – this is a requirement of the school board when using their premises. The insurance expires in October and has already been paid for up until then, although when it is time to renew the board will re-evaluate whether it is required depending on if MAIL programs are continuing on a virtual platform and are not in-person. Bobby is going to reach out to the insurance provider (Cooperators) and inquire about any potential discounts on the current term. Bobby motions to accept the financial statements, and Elena seconds.

## Special Events – Manisha Smith

Due to restrictions and safety concerns, the in-person Halloween dance was cancelled and instead there was a virtual meeting/chat along with a photo costume contest with prizes donated by the Chatterjee family in memory of Molly. This was one of the first virtual events with the membership and everyone had a great time and got to chat with their friends in costume. The Christmas party could not happen but MAIL did send out Christmas cards with Tim Hortons gift cards to members (both paid and unpaid members). In lieu of the 2021 Spring dance, Manisha and Minesh ran a Spring Craft virtual meeting where everyone made pinwheels together – many participated and had lots of fun. MAIL also ran an event for parents/guardians to meet and engage virtually to catch up and chat; the attendance was small but there was great conversation.

## Programs – Manisha Smith

At the current time due to the pandemic there are no permits being issued for programs and events which means there will also be no picnic this year. Social class and bowling had also been cancelled. Stella and Katie have been running virtual cooking classes where members get a cooking video from the teachers each week. Manisha mentions that the recipes have been very interesting and different from what is usually run in the school settings. The final video for this term was emailed out during the week of May 17<sup>th</sup>, so LEP classes are finished for now. A survey was distributed to members inquiring about feedback and suggestions for this new format of LEP, there were a few responses with positive feedback and a request for more desserts which the teachers were happy to implement. New programs beginning September 2021 are TBA pending the permits as well as restrictions.

## COVID-19/Fall Programs/Special Events Update – Bobby Chatterjee

It is unknown what will happen with the 2021/2022 term in regards to school settings and whether or not schools will allow permits for external organizations to come in during the evenings. Similarly to last year, MAIL is willing to provide virtual LEP classes with the teachers again, in the case there are no permits granted. There is also no way to be sure what will happen for the Halloween, Christmas and Spring Dance parties. Bobby mentions that we may be lucky enough to be able to host an in-person Spring Dance in 2022 but not so hopeful about it being safe enough for in-person events for Halloween or Christmas this year. Bobby hopes that everyone is getting their vaccines in the meantime and we can potentially get back to some sense of normalcy. The question arises that if MAIL does go back to in-person LEP/events, what might it look like? There may be a request for proof of vaccinations, face masks

being worn, social distancing, and/or limiting number of attendees etc. MAIL will always adhere to the public health measures and rules that are advised. Although there may be some vaccine hesitancy, the board's first concern is the safety of all of their members, so when an in-person setting is an option down the road, this will be discussed further then. As for now, the board will continue to monitor regulations and changes in the current environment and will advise the members of any updates as they become available.

Manisha suggests reaching out to Oasis as well as Tony at Streetsville bowling to check in and ask how they are doing, if they are still around, etc. Peter has given Tony a call twice but he has not answered. Manisha mentions that they had run into each other before the lockdowns and Tony said the business was doing very well; the board hopes they will still be open when regulations allow them to do so.

## Social Media/Website Update – Alfie Smith

Alfie mentions the MAIL Facebook and Twitter accounts that are up and running and presents both to the attendees to see. There are articles posted that are of interest to our members and general well-being of the Peel region members as well. On the Facebook page there are also photos posted of the MAIL members and board. MAIL follows a number of prominent people who tweet on social media about content related to the members (Region of Peel, various school boards, COVID organizations, local sports teams etc.). MAIL also follows various people who report on COVID and repost important updates such as vaccination information. MAIL also has an Instagram page as well; Alfie asks the attendees to like and follow. Cassandra talks about the COVID Hub page on the MAIL website and shows the attendees what it looks like and how to navigate it.

## Current Board Members resign – Motion to accept

Manisha thanks the board members and Cassandra for their work during this challenging year, and thanks them for the participation and effort given by everyone even virtually. The board does receive feedback every now and then about how much this hard work is appreciated. Manisha is very grateful for the contributions and work put in to keep MAIL running especially since some organizations could not withstand the circumstances but MAIL certainly did. Manisha calls upon all the board members resign. Bobby motions to accept, and Elena seconds.

## Election of new board for 2021/2022

Manisha inquires if anyone new would like to join the board. No one on the membership wishes to be part of the board. Manisha asks the prior board members if they would like to stand and renew their status on the board. Peter, Alfie, Bobby, Elena, May, Manisha and Marla agree to renew their board member status. Sheila will be confirmed after the meeting. Manisha is elected as president again, Bobby motions to accept this and Elena seconds. The honorary member position remains the same as Minesh Mohan. Manisha thanks the re-elected board for all their continued efforts to run MAIL and is honored to be president again.

## Open floor

Bobby asks if the Swinton Award was given out for the 2021 year. Manisha says it was not since the teachers are the ones who make their nominees and since LEP was cancelled they are unable to know who is participating.

Bobby inquires with the attendees if there is anything else they want to see from MAIL. Bobby hopes that during the year based on MAIL's own resources they were able to provide something to the members such as the face masks, the Christmas gifts, virtual learning etc. but asks if there something else they would like to see (with the exception of in-person events), perhaps something other organizations have done/provided for their groups. The Umali family notes that given the current circumstances MAIL is doing alright and does not have a suggestion for anything further MAIL can provide. Tom inquires why MAIL uses google meet instead of something more recognizable such as Zoom for virtual events and meetings. Manisha advises that the Google Meet service is free from her work, and Zoom charges fees for groups to join. Alfie mentions that zoom charges a monthly or annual fee for full access and that the free Zoom option cuts off meetings at 40 minutes and also has a limited attendee count. Tom mentions that CLM (as an example) is doing a lot of virtual stuff using Zoom and suggests that it might be easier for the members to participate via Zoom instead. Manisha notes this is a valid point and that they will bring that back into discussion among the board. Bobby suggests MAIL may be able to use Zoom through CLM's institutional membership. He also mentions that if they are moving towards more virtual settings due to COVID then Zoom would be a good investment to help engage the members.

Bobby inquires how the face masks that MAIL provided have been holding up now that it's been almost a year. Manisha says they are good and they wash well too, although they were a bit big for her face but this may not be the case for everyone.

Peter gives thanks to Thad for bringing cheques and paperwork back and forth for signatures between himself and Manisha. Manisha also gives thanks to Cassandra for navigating the changes that the pandemic has brought to MAIL. Manisha also thanks Jay's contributions to MAIL in regards to the website and any IT issues

Bobby notes that the MAIL board members continue to advocate for their members to our municipal, federal and provincial politicians. MAIL had also provided important updates on these topics as well as sharing potential government funding information to the members. An example of some of the funding that was available would be the disability payment of \$600, as well as the education for learners' program for anyone 21 and under with a disability who received \$250-\$500. The board will continue to push the political leaders to provide the best they can for the members. Manisha agrees as well and states that the board really pushes to get our members seen and ensure they have a voice. Manisha mentions that there has also been more information provided specific to vaccinations, such as providing the Attestation of Eligibility Form which many members required in order to receive their vaccine. Bobby notes that having social media has been effective in voicing concerns to politicians, as well as providing up-to-date information on COVID and vaccinations (such as Vaccine Hunters).

Elena mentions that the Passport program has opened up more expense categories to help people take more advantage of the funding available, although expenses have come down a lot especially since care workers are not able to be in-person due to the pandemic. Unfortunately, there has been poor communication regarding any funding that may not have used up in the current term and people using this program have a lot of unanswered questions. Some of which are: Will the unused funds get rolled into the next year or is it lost; Does the amount go down the following year if it is not used up; Where to find available balances; Are the new spending categories only for this year or will they continue going forward etc. Manisha suggests the board might be able to reach out to Passport and inquire if they can

have someone do an interview or Q&A with questions from the members. If this is the case, the answers can be posted via email or to the website and social media. Bobby notes that there is not much information regarding these concerns on their website either. Manisha and Bobby suggest that Alfie try to reach out via Twitter. Marla notes that she has an email contact that she can reach out to and will advise the board what they say, she also suggests Manisha give the DSO a call to see what answers they can provide.

Via the MAIL social media accounts, Alfie has started tracking the progress of the upcoming LRT which is going to run from Port Credit station to Shoppers World in Brampton. Hurontario will be affected by construction for quite some time due to this project. Ideally, it would be great if the board could get their members familiarized with this LRT project as it benefits many members who happen to live in Mississauga; this way they can make the most of it once the system is in place. Alfie posted a link with more information on MAIL's Twitter and Facebook pages, and will continue to post more updates on this as they come.

**MAIL's Social Media pages:**

Website - <http://mail-info.ca/>

Twitter - [https://twitter.com/MAIL\\_charity](https://twitter.com/MAIL_charity)

Facebook - <https://www.facebook.com/MAILcharity>

Instagram - [https://www.instagram.com/mail\\_charity/](https://www.instagram.com/mail_charity/)