

The Calgary Chinese Elderly Citizens' Association

2020 Members' Annual General Meeting

Saturday, October 3, 2020 at 1 pm

Auditorium of the Calgary Chinatown Seniors' Centre

1. Sign-in of members

The 2020 annual general meeting (AGM) of The Calgary Chinese Elderly Citizens' Association (CCECA) was held on Saturday, October 3, 2020, at 1 pm in the Auditorium of The Calgary Chinatown Seniors' Centre. Members arrived and signed in. Membership cards were checked.

This Annual General Meeting (AGM) followed the Alberta's guidance and restrictions of gatherings under COVID-19 pandemic. During the AGM, all seats were six feet apart. All participants wore masks, answered questions related to the pandemic and had a temperature check. Their hands were cleaned with disinfectant when signing in. During the AGM, after each speaker finished speaking, the microphone would be disinfected. After the meeting, all facilities were sprayed with disinfectant immediately.

2. Confirmation of Quorum

Staff at the reception confirmed that there were 61 registered members attending. It was more than the minimum of 50 members required to form a quorum.

3. Call to order

Liza Chan, Executive Director (ED) presided over the meeting. Staff Amanda Liu was the Mandarin interpreter.

Attending were members of the Nomination Committee: Claudia Lam (Chairperson), Li Ming Huang, Desmond Lai and Raymond Chow. Also in attendance were members of the 23rd Board of Directors: Sidney Woo(President), Patrick Wong(Secretary), Jason Poon(Secretary), Sim Kwong(Treasurer), Peter Lam, Nick Wu, Henry Ng, Kan Lam, Aldous Wong, Angela Chu and Patrick Kwan; Board of Director Candidates William Kao and Elsie Ng. Directors Thomas Chan(Vice President) and Thomas Chow were absent.

4. Approval of Agenda

It was motioned by Claudia Lam, immediate past president (membership #:5407) and seconded by volunteer Becky Tsu (membership #: 6278).

Liza Chan explained that raising the red card means vote yes for the motion.

50 members approved and there was no objection or abstinence. Since the approval votes exceeded 50% of the number of attendees, motion was carried.

5. Approval of minutes of 2019 AGM

Claudia Lam (membership #:5407) found that a few Chinese characters

were missing in the 2019 AGM minutes. The last Chinese character of Angela Chu's name was incorrect.

Stanley Tse (membership #:8350) motioned to approve the minutes and seconded by April Mok (membership #:4974). 49 members approved the minutes subject to the correction of above concerns and there was no objection or abstinence. Since the approval votes exceeded 50% of the number of attendees, motion was carried.

6. Greetings from Mr. Sidney Woo, President

(See Appendix one with this AGM minutes)

7. Treasurer's Report by Sim Kwong, Treasurer

Sim Kwong presented 2019 financial reports.

Copies of 2019 CCECA financial reports were given to attending members. Sim Kwong summarized the Statement of Operations for 2019 as follows.

The income for CCECA was mostly from the funded programs, general programs, donation and fundraising. Compared to 2018, the total income for 2019 was lowered by \$100,000. Fortunately, we obtained funded programs from two new funders for a total of \$77,000. Total decrease of the funding income was over twenty thousand dollars. The income for General program was mainly from tours. There were 11 tours in 2018 but there were only 7 tours in 2019. The number of participants was also decreased. There was \$43,000 less tour income

in 2019. Therefore, there was a total of \$70,000 less income from the funded programs and general programs for 2019. We had a strong support in the donation and fundraising events. We raised \$74,000 from the Walkathon and \$14,000 from other fundraising activities. The total donation and fundraising in 2019 was \$86,000 more than 2018. This covered the decrease of income from the funded programs and general program.

CCECA were responsible for some extra wages after the relationship with Calgary Chinatown Seniors' Centre Foundation (CCSCF) was terminated in July 2019. Both the income and the expenditure were increased. We had a surplus of \$13,000 in 2019.

Treasurer said that the income for the 2019 funded programs was \$100,000 less than that for 2018. Claudia would like to clarify if the figure \$100,000 was correct because in the 2019 Statement of Operations, the difference of the funded programs income was \$27,000. Sim explained that there was \$100,000 less in the 2019 funded programs. We successfully applied two new programs for a total of \$77,000, so the difference was \$23,000.

Aldous Wong (membership #:7891) made a motion to approve the financial reports. Claudia Lam (membership #:5407) seconded. 52 members approved and there was no objection or abstinence. Since the approval votes exceeded 50% of the number of attendees, motion was

carried.

8. Appoint Auditor

Treasurer's report: It was decided by the board to change auditor this year. Auditor Dorward & Company LLP has 20 years of working experience. Its main office is located in Edmonton with about 30 staff, and its Calgary office has 8 staff, Claudia Lam, our immediate past president contacted them in order to understand this firm more. Claudia found that this accounting firm was good and responsible. We had two references from their client base. Both references gave good comments to this firm. The auditing fee quote will be \$8,500. Becky Tsu (membership #:6278) made a motion to approve Dorward & Company LLP as 2020 auditor. Patrick Wong (membership #:6402) seconded. 51 members approved. Since the approval votes exceeded 50% of the number of attendees, motion was carried.

9. Annual Report by Liza Chan, Executive Director

Liza said that there were many challenges in 2019. Our on-going funding has been reduced but we obtained new funding. Thanks to the efforts of staff and volunteers, as well as the support of the directors, the fundraising events in last year were very satisfactory. Our current services can be maintained.

Just now the president mentioned that the situation this year is worrying and I have some more to add. Although our activity center was closed

in mid-March, we still provide services such as tax returns filing service, benefit application, lectures, interest classes, computer learning, emotional support hotline, etc. through the phone and the Internet. Among the organizations that provide tax returns filing for low-income people, we are the only organization that had not stopped tax returns filing service. We also gave safety kits (masks and condolences cards, etc.) to 1,000 elderly people. We called to greet 2,000 members and to check if they needed help; based on the survey results, 1,200 elders were provided with assistance. In August, the center restarted and provided services by appointment. There will be more classes and activities starting this month.

This year we launched two new services:

One is Project Inspire – Intergenerational Art Group which is organized in cooperation with two mainstream institutions. Participants come from different cultures and ages. The elders and young people understand and learn from each other through art and live a better life.

The second one is the Volunteer Handy Person Program (VHPP) in which trained handy person volunteers provide free minor home repair and maintenance services for low income Chinese homeowner seniors.

Last year, we helped 91 seniors and completed 238 jobs.

Last year was the CCECA volunteer service's 25th anniversary and currently we have about 500 volunteers. To pay tribute to the volunteers,

we held an election of Outstanding Volunteer Award. The three outstanding volunteers were Kelvin Kwok, Becky Tsu and Li Ming Huang. April Wong won the New Volunteer Award.

The newest service this year has started in October, called the Senior Neighborhood Network (SenNet), which will provide services to lonely elderly people in two communities - Chinatown and Panorama Hills. We will train volunteers to care for the elderly on a one-on-one basis, as well as small groups and large-scale events. For details, please contact our staff Amanda Liu.

Finally, I would like to thank all staff and volunteers for their selfless dedication and hard work in the past six months. I would also like to thank the staff and volunteers for their meticulous arrangements for the AGM today. Thanks again to all members for your support to CCECA. I wish you all safety, health and happiness.

10. Member's Proposal

Claudia Lam, immediate past president, introduced members' proposals.

In mid-September, CCECA received two members' suggestions and they were Zhang Zhi-ting and Sun Qi-fu. Their suggestions were to expand the services of CCECA: develop home care services in Calgary, open a senior citizen's business centre, information centre, a new building, canteens, restaurants, etc., which will help the future

development of the Senior Citizens' Association. Since these are only suggestions, not proposals, they will not be submitted to this general meeting for discussion. At present, Board of Directors has established a special group to meet and discuss with these two members.

Four proposals for the revision of BY-LAWS were received for this AGM.

Below are the original by-laws and revised proposals.

Proposal No. 1 – By Aldous Wong (membership #:7891)

By-law 44

Officers – The Officers of CCECA are the President, Vice-President, Secretary and Treasurer. At the first Board meeting after the Annual General Meeting, the Board elects from among the Directors to fill any vacancies among the Directors for the following two years.

Revision to

By-law 44

Officers – The Officers of CCECA are the President, Vice-President, Secretary and Treasurer. At the first regular monthly Board meeting after the Annual General Meeting, the Board elects the Officers from among the Directors for the following year.

The change will provide flexibility and better chance for directors to serve the board with their own expertise.

Aldous Wong (membership #:7891) made the motion. Claudia Lam (membership #:5407) seconded. 45 members approved. Since the approval votes exceeded 50% of the number of attendees, motion was carried.

Proposal No. 2 – By Jason Poon (membership #:6038)

By-law 45 e

The Immediate Past President –

- ii. He will attend Board meeting and he shall chair the Nomination Committee to provide continuity and stability of the Board; and
- iii. Carries out other duties as assigned by the Board;

Revision to

By-law 45 e

The Immediate Past President –

- ii. He will attend Board meeting as long as there is no change of President, and he shall chair the Nomination Committee to provide continuity and stability of the Board; and
- iii. Carries out other duties as assigned by the Board;
- iv. President who has been removed is not eligible for Immediate Past President position. The existing immediate past president will continue to keep the title.

The change helps to clarify the term of service of the Immediate Past

President and is a new clause to this by-law.

Jason Poon (membership #:6038) made the motion. Aldous Wong (membership #:7891) seconded. 46 members approved. Since the approval votes exceeded 50% of the number of attendees, motion was carried.

Proposal No. 3 – By Angela Chu (membership #:8145)

By-law 61 (New)

In the event of any conflict or inconsistency between the terms and conditions set forth in the CCECA bylaws and policies or regulations, the terms and conditions set forth in the CCECA bylaws shall prevail.

Note: This is a newly added by-law. Changes of bylaws require the members' approval at AGM, but changes of policies do not require approval by members at AGM.

Angela Chu (membership #:8145) made the motion. Patrick Wong (membership #:6402) seconded. 41 members approved. Since the approval votes exceeded 50% of the number of attendees, motion was carried.

Proposal No. 4 – By Claudia Lam (membership #:5407)

34. Resignation or Removal of a Director and Officer

a. A Director and Officer may resign from office by giving one

(1) month's notice in writing. The resignation takes effect either at the end of the month's notice, or on the date the Board accepts the resignation.

b. A Director and Officer may be removed before the end of his/her term by a majority vote at a Special General Meeting called for this purpose.

Revision to

34. Resignation or Removal of a Director or Officer

a. A Director or Officer may resign from office by giving one (1) month's notice in writing. The resignation takes effect either at the end of the month's notice, or on the date the Board accepts the resignation.

b. A Director may be removed before the end of his/her term by a majority vote at a Special General Meeting called for this purpose.

c. An Officer may be removed before the end of his/her term by a majority vote at a Board Meeting called for this purpose.

An officer has to be a director but a director may not be an officer.

The removal of an officer should be the same as election by board and not by members of CCECA.

Claudia Lam (membership #:5407) made the motion. Aldous Wong (membership #:7891) seconded. 39 members approved. Since the

approval votes exceeded 50% of the number of attendees, motion was carried.

The above four proposals were approved by more than half of the 61 attendees. They will take effect today.

11. Introduction of voting procedure by Claudia Lam, Nomination Committee Chair.

The nomination committee had five members originally. But due to the COVID-19 pandemic, Mr. Chan Sau Tim decided to resign from the nomination committee. Claudia thanked Mr. Chan Sau Tim for his many years of dedicated service and respect his wish to resign from the nomination committee. Claudia also thanked other members in the nomination committee.

CCECA board consists of a minimum of 9 or maximum of 13 directors. Three directors, Nick Wu, Thomas Chow and Henry Ng have served their full terms. Claudia thanked them for their past contributions to CCECA. Two directors, Sim Kwong and Aldous Wong have applied for re-election as their first 2-years term expired. We also have two new candidates, Elise Ng and William Kao. There were totally 5 vacancies in the Board this year but there were only 4 candidates. Therefore, all four candidates were automatically elected. No voting was required.

12. Board member candidates introduce themselves

Claudia Lam called upon the four candidates to introduce themselves.

Four candidates including William Kao, Sim Kwong, Elsie Ng and Aldous Wong introduced their academic qualifications, work history and volunteer experience.

13. Announcement of new board members

No voting was required as explained by Claudia Lam. Liza Chan announced the names of the new board members. They were, Thomas Chan, Angela Chu, William Kao, Patrick Kwan, Sim Kwong, Kan Lam, Peter Lam, Elsie Ng, Jason Poon, Aldous Wong, Patrick Wong and Sidney Woo.

The 23rd Board of Directors has officially been formed.

14. Adjournment of AGM Nomination Committee shall be instantly dissolved.

Nomination Committee was officially dismissed. Meeting adjourned at 3:00pm.

Minutes were taken by: Patrick Wong