

The Calgary Chinese Elderly Citizens' Association

2023 Members' Annual General Meeting

Saturday, May 27, 2023 at 1 pm

Auditorium of the CCECA

1. Sign-in of members

The 2023 Annual General Meeting (AGM) of The Calgary Chinese Elderly Citizens' Association (CCECA) was held on Saturday, May 27, 2023, from 1 pm to 2:40 pm in the Auditorium of The Calgary Chinatown Seniors' Centre.

2. Confirmation of Quorum

71 registered members attended this meeting. The minimum quorum for the Annual General Meeting is 50 full members as specified in the bylaws, so this meeting is valid.

3. Call to order

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

All people entering the CCECA must wear masks, sanitize their hands and maintain social distancing to ensure everyone's safety. CCECA declared land affirmation to recognize that we work and live on the traditional territories of Indigenous groups.

The Nomination Committee members attending the meeting were: Mr. Sidney Woo (Chair), Mr. Patrick Wong (Secretary), Mr. Raymond Chow

and Ms. Selina Lau.

The 24th Board of Directors attending the meeting were: Mr. Aldous Wong (President), Mr. Vincent Liu (Vice President), Ms. Claudia Lam (Treasurer), Ms. Sim Kwong, Mr. Patrick Kwan, Mr. Michael Lok, Mr. John Chan, Mr. Pui Kan Lam, Mr. Peter Lam and Ms. Ada Mak.

Board of Director Candidates were Mr. Michael Lok, Mr. Patrick Kwan, Mr. John Chan and Mr. Vincent Liu.

4. Approval of Agenda

It was motioned by Becky Tsu (membership #: 6278) and seconded by William Sit (membership #: 8066).

65 members approved. Since the approval votes exceeded 50% of 71 attendees, the motion was carried.

5. Approval of minutes of 2022 AGM

Thomas Chan (membership #: 6558) motioned to approve the minutes and seconded by Claudia Lam (membership #: 5407). 66 members approved. Since the approval votes exceeded 50% of 71 attendees, the motion was carried.

6. Greetings from Mr. Aldous Wong, President

Congratulations to our Executive Director, Liza Chan. We are very proud of her for being awarded the prestigious Queen Elizabeth II's Platinum Jubilee Medal, an honor given to individuals who have dedicated their lives to the community and country. We are very proud

of her and deeply grateful for her leadership and contributions to CCECA over the years.

In the 2022 report, the CCECA received a large donation to set up an "Endowment Fund". We have begun to use the investment income from the fund to support the activities of CCECA, such as home repairs, Escorted Transportation Program and Medical Interpretation Program, etc. Based on the salary market survey of non-profit organizations, we have made adjustments to staff salaries.

The Calgary Chinatown Seniors' Centre, which has a history of more than 25 years, is aging. In the past two years, we have done a lot of external maintenance work. However, the internal facilities or equipment still need a lot of proper maintenance. We have begun to study and plan to improve this centre: (1) Modernization: for example, washrooms, a new ventilation system, environmentally friendly windows, and doors, etc.; (2) expansion of space for activities and offices; (3) Stage modernization: Since the funding from the government is insufficient, we will start our walkathon fundraising event on July 22 this year, with the aim of 'improving the centre'. I hope everyone will support our facility upgrade plan.

Finally, on behalf of the board of directors, I would like to express my sincere thanks to all the staff, volunteers, and members of CCECA. Thank you for your efforts to make CCECA a pioneer in the senior

service sector. Thank you.

7. Financial Report by Claudia Lam, Treasurer

Ms. Claudia Lam presented the following financial report. The 2022 financial audit was performed by the accounting office of Vista Accounting Professional Corporation.

2022 Statement of Operations

Last year, the total income from the Funded programs was \$1,328,138 including municipal government funding (29%), United Way and Alberta Health Service, etc. Comparatively, the income in 2022 was a bit less than that in 2021 because we applied a lot of funds for various pandemic prevention measures during the pandemic period in 2021.

Donations and fundraising totaled \$144,158 of which a hundred thousand was donated by a single donor who donated 8 million the year before last year as an investment in the “Endowment Fund”. The rest were contributions from other donors.

General programs include tours, interest groups, and centre rental income. The total income from general programs was \$103,896, which is much more than that from 2021. The centre was opened last year so there were more activities and more tour trips were organized. Income from the casino was \$27,510 which was used to pay the centre’s utility bills. The membership dues income was \$43,631. The amortization of contributions related to capital was \$46,895. The

longevity group income was \$12,187, of which \$8,000 was paid by other longevity group members. Rental income was \$3,304 and other income was \$337,666 of which \$305,000 was from the interest income from the “Endowment Fund” . The total income in 2022 was \$2,047,385.

For the program expenses, funded programs expenses were \$1,328,137, of which approximately 1.19 million was staff salaries. \$110,000 was for the expenditure of various projects. General program expenses were \$144,672. Amortization was \$47,724. Longevity expenses were \$12,187. The total program expenses were \$1,532,720. For the general and administrative expenses, total wages and benefits were \$184,006. Office expenses were \$144,667 which included auditor’s fees and hiring a professional firm to conduct salary and benefit review. Some maintenance has been done to the centre. Fees charged to funded programs was \$37,380, Total administrative expenditure was \$291,293, which was about 14% of the total income. Canada emergency wage subsidy (CEWS) was \$19,606. The Excess of Revenue over Expenses for CCECA in 2022 was \$242,978. After deducting the donation of \$144,158 and investment income of \$337,666, CCECA was actually in a loss.

April Wong (membership #:7755) made a motion to approve the financial reports. Stanley Tse (membership #:8350) seconded. 67

members approved. Since the approval votes exceeded 50% of attendees, the motion was carried.

8. Appoint Auditor

Claudia Lam reported: The Board of Directors approved the continued use of last year's auditor, Vista Accounting Professional Corporation, and the accounting fee was increased by \$300 compared to last year to \$10,500 + GST.

Susanna Tong (membership #:6273) made a motion to approve Vista Accounting Professional Corporation as the 2023 auditor. Dong Zhao Hu (membership #:8882) seconded. 68 members approved. Since the approval votes exceeded 50% of attendees, the motion was carried.

9. Annual Report by Liza Chan, Executive Director

Dear Members, Directors, Volunteers and CCECA staff:

Welcome to the Annual General Meeting. In 2022, the pandemic began to slow down. CCECA reopened the centre on March 1. Due to the pandemic, many seniors had lapsed into a homebound and were reluctant to come out due to the fear of contracting the virus. In view of this situation, we designed a number of new programs to attract seniors. Due to the time restriction, only a brief introduction could be presented. Please refer to the 2022 Annual Report for other activities.

1. One of the activities was the launch of Healthy Kitchen Fest in collaboration with carya in Village Commons, a community hub in the

East Village. We offered ten cooking sessions, both on-site and online, with featured themes (including cultural festivals, English learning and healthy cooking), creating opportunities for older adults to learn and interact with people from different age groups and cultural backgrounds. The event was very popular with a total of 245 participants, proving that the event was very successful. There were 45 volunteer helpers, including 3 voluntary chefs. Everyone found this project inspiring to see seniors happy!

2. Another activity was “Glimmer of Hope” focusing on elder abuse, hoping to raise the attention of the Chinese community on elder abuse and scams in the form of plays. The objective is to provide useful information on recognizing warning signs and how to seek help. There were three short plays (Cantonese and Mandarin) that showcase different aspects of elder abuse, scams, and caregiver fatigue. Our audience found the plays helpful and relatable, as many of them had witnessed similar situations in their own lives. Some shared their thoughts online, stating that the plays helped them understand what was considered elder abuse and how to take action.

3. In addition, we co-organized the bowling and lawn bowling tournaments with eight other senior centres. Some directors participated and had a great time. Although our seniors have never been exposed to the lawn bowling, we made it to the finals. We planned to make them

annual events for all the centres. We can raise money and promote the activities of senior centres at the same time.

As for the new projects:

1. Palliative and End of Life Care (PEOLC) Program

According to the 2021 “Advancing Palliative and End of Life Care Engagement Final Report”, 60% of individuals were referred late or not at all to palliative care.

Chinese immigrants think discussing advanced directives and advance care plan is unpleasant and may beget bad fortune. Such perceptions often hinder Chinese seniors from accessing PEOLC services promptly. It is important to change this mindset and openly promote PEOLC services in the Chinese community.

In 2022, we conducted a pilot project aimed at promoting awareness of PEOLC services and providing relevant support to individuals and families. It includes a series of educational events and activities designed to promote preparedness for PEOLC. We hosted one Life Education introductory talk, and two legal workshops on will planning, advanced care and power of attorney. Besides, we organized a funeral service workshop and a cemetery tour. A total of 209 people attended. These educational activities aim to equip individuals and families with the knowledge and resources necessary to make informed decisions about end-of-life care arrangements.

In addition, a support group of six participants was organized for individuals and families who were preparing for PEOLC. This initiative offered valuable support and resources. In light of the positive feedback from the pilot project and the funding received from Calgary Foundation, we will continue the PEOLC program in 2023. We will add more services such as one on one palliative care preparedness and grief support, as well as support groups for caregivers.

2. I have to mention the new "101 Computer Corner" in our main floor lobby. Members will be able to borrow iPads or computers to learn new skills and enhance their technology literacy so that they can access online services and stay connected with family and friends.

3. Finally, in response to the Centre Facility Upgrade Plan mentioned by the president, our senior centre has been in existence for 28 years, and many facilities need to be maintained or replaced. The estimated cost would be huge. I hope to get your support. Besides, we have jointly organized the Golden Giveaways 50/50 raffle draw to raise funds with eight senior centres.

Our walkathon fundraising event will be held on July 22, 2023. You can walk, shop and sing. Our fundraising goal is \$200,000, which will be used to expand and upgrade our facilities. We hope that all members can support us so that the centre can provide a safe and more comfortable environment for everyone to enjoy.

In closing, I would like to express my sincere gratitude to all volunteers and CCECA staff for their devoted commitment in helping Chinese seniors and their families build happy and healthy lives in the Calgary community. I wish you all well.

10. Proposals and Motions from Members

No member proposal was received for this Annual General Meeting.

11. Introduction of voting procedure by Sidney Woo, Nomination Committee Chair.

The following are the members of the Nomination Committee: Chair Mr. Sidney Woo (Chair), Mr. Patrick Wong (Secretary), Mr. Raymond Chow, and Ms. Selina Liu. One committee member, Desmond Lai was absent.

These committee members are all knowledgeable and have a deep understanding of CCECA. They are willing to contribute to CCECA. I would like to thank them for their hard work on the Nomination Committee. We have six Board of Director candidates and the nomination committee recommends four candidates. According to CCECA bylaws, the maximum number of Board directors is thirteen. Currently, we have six directors and four director candidates for a total of ten directors. Therefore, voting is not needed and all candidates are automatically elected. There was no objection from the floor. The following time will be given to the four candidates to introduce

themselves.

12. Board member candidates introduce themselves

Four candidates including, Patrick Kwan, John Chan, Vincent Liu and Michael Lok introduced their academic qualifications, work history and volunteer experience. The candidates agreed with the vision of CCECA and they were willing to use their professional knowledge to provide their services.

13. Announcement of New Board Members

Liza Chan announced the names of the new board members. The members of the 25th CCECA (2023-2024) Board of Directors were: Mr. Aldous Wong, Mr. Vincent Liu, Ms. Claudia Lam, Ms. Sim Kwong, Mr. Patrick Kwan, Mr. Michael Lok, Mr. John Chan, Mr. Pui Kan Lam, Mr. Peter Lam and Ms. Ada Mak.

14. The Annual General Meeting was adjourned at 2:40 pm. The Nomination Committee was immediately dissolved.

Minutes were taken by: Patrick Wong