



## **NOTICE OF ANNUAL GENERAL MEETING OF THE MEMBERS**

**NOTICE** is hereby given that the Annual General Meeting of the Members of **NANAIMO YOUTH SERVICES ASSOCIATION** (the "Association") is called for and will be held at the Association's office (290 Bastion Street, Nanaimo, British Columbia), on the 28th day of October, 2024 at the hour of 5:00 pm (PDT) for the following purposes:

1. To receive the financial statements and Annual Report of the Association for the financial year ended March 31, 2024.
2. To elect Directors of the Association.
3. To appoint the Accountants of the Association for the ensuing year.
4. To transact such other business as may properly be brought before the meeting.

DATED the 23rd day of September, 2024.

### **BY ORDER OF THE BOARD**

Allan Beaudry  
Chair, Board of Directors  
Nanaimo Youth Services Association



Annual General Meeting of the Members of

**Nanaimo Youth Services Association**

5:00 pm, October 28, 2024

290 Bastion Street, Nanaimo, British Columbia

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AGENDA

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1. Welcome and call to order
2. Minutes of the September 25, 2023 Annual General Meeting
3. Reports from Management
4. Financial statements and appointment of Accountants
5. Election of Directors
6. Other business
7. Adjournment

***Minutes for the meeting and financial statements can be found at: [nysa.bc.ca/2024-agm](http://nysa.bc.ca/2024-agm).***



**Nanaimo Youth Services Association**  
**25 September 2023**  
**Minutes of 2023 Annual General Meeting**  
**(Subject to Approval by Members at 2024 AGM)**

**Board Members in attendance:**

- Allan Beaudry (President and Chair), Leana Pellegrin, Donald Stedeford (Secretary).
- Staff – Keith Wilson (CAO).

**Regrets:** Sheila White

**Association members in attendance:** Mike Hunter, Allan Beaudry, Leana Pellegrin, Donald Stedeford.

**Guests:** Mr. Guneet Sethi of Church Pickard (External Accountants)

Copies of NYSA's 2023 Annual Report, Financial Statements and AGM handout were posted on the association website for review by members prior to the meeting.

**Staff:**

**Call to order: 5:04 pm.** A Notice of Meeting had been sent to each registered member with an invitation to attend. A quorum of members was confirmed by the Secretary.

- 1. President's welcome** to all attendees. The president, sitting as Chair of the meeting introduced the 2022-2023 Board members and provided instructions on how the voting of motions would take place. The Chair advised that Mr. Guneet Sethi of Church Pickard will invigilate the election for directors of the society. A list of four names has been received for consideration.
  - i. Mr. Sethi put a first call for nominations from the floor.
- 2. Adoption of Agenda:** Moved and seconded: Leanna Pellegrin/Don Stedeford. Motion Carried
- 3. Adoption of the 2022 AGM Minutes:** Moved and seconded as to adoption of minutes. Mike Hunter/Leanna Pellegrin. Motion Carried.
- 4. President's Report:** Allan Beaudry.
  - i. The President thanks all of the staff and the CAO for the extremely hard work and results conducted over the last several years.
- 5. CAO report:** Keith Wilson provided a short review of major issues and updated the membership on how the society continues to meet our challenges following the pandemic. The report is attached to these minutes. The highlights include the new vision and mission statements and operating goals for staff. Also;
  - i. Working efficiently for and from housing and home.

- ii. Developing skills training.
- iii. Experiences of NYSA and our abilities to obtain financing.
- iv. Develop revenue streams and enhance strength.
- v. Activate and help team grow professionally.

We need to increase our focus on housing within the Island mid-region. We have heard from young people who are leaving the Nanaimo area as they cannot afford to live here.

Our finances remained stable and at end of fiscal year for the government we had the DiverseFutures program extended for 1 year. Will apply again in October for Diverse Futures.

Our budget adjustments resulted in a modest surplus certainly demonstrating good management. Our success is manifested by the people who work here. The president thanked Keith and the staff for all the hard work and on behalf of the Board expressed our appreciation for all they do going forward with our programming.

**6. Financial Report: Acceptance of Financial Statements for 2022/2023 (Allan Beaudry and Church Pickard)**

- a) Guneet Sethi from Church Pickard reviewed the financial report information, as approved by the Board, and commented on some highlights. Mr. Sethi explained about the review engagement process as to how management prepares the statements and Church Pickard provide comment on whether it represents a balanced approach.

Total Revenues were down slightly from last year at \$1.8M. Our expenses are quite stable and ran at \$1.7M. Assets are lower than last year and slightly less cash in hand at \$900K for this year.

NYSA recognised an overall surplus of \$70K. A few reasons why included provincial contract funding was lower due to timings. Accounts received are higher than previous, so the surplus was slightly lower.

Mr. Sethi made a second call for board nominations from the floor.

- b) **Receipt of Report:** Moved by Mike Hunter/Leanna Pellegrin - Motion carried

**7. Motion to Appoint Church Pickard as Review Accountants for 20232-2024**

Moved and seconded by Don Stedeford and M Hunter. Motion carried.

**8. New Business:** Nil,

Final Call for nominations from the floor. Nominations received were;  
Allan Beaudry  
Donald Stedeford  
Leanna Pellegrin  
Sheila White

Motion to close nominations by Leanna Pellegrin/Sheila White. Motion Carried

**9. Elections: Process conducted by Church Pickard.**

- i. Three calls having been made for nominations to board and none received from the floor, all names standing had provided agreement to serve.
- ii. By acclamation the following are elected to the NYSA board for the 2023/2024 year:
  - i. Don Stedeford, Leanna Pellegrin, Sheila White, Allan Beaudry.A motion was proposed by Mike Hunter/Leanna Pellegrin to recognise those members of the new board by acclamation. Motion carried.

**10. Other Business – Nil.**

**Adjournment:** Having completed the agenda a motion of adjournment was proposed by Mike Hunter at 5:21 pm.