



Ottawa Innerscity Ministries

# Annual General Meeting May 2021



***“What does the Lord require of you but to do justice and to love kindness and walk humbly with our God.”  
Micah 6:8.***

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# Agenda



Prayer (Executive Director)

Welcome and Introductions (Chair)

Approval of Agenda (Chair)

Approval of Previous Minutes (Secretary)

Ratification of New Board Members (Chair)

Establish Voting Members (Secretary)

Board Report (Chair)

Executive Director's Report (Executive Director)

Review 2020 Financial Statements (Treasurer)

Approval 2021 Budget (Treasurer)

Appointment Auditor 2021 James Herzog (Chair)


Approval of Bylaw 2: Borrowing Powers (Taffy Nahas)

Update OIM Building Committee (Executive Director)

Other Business (All)

Closing Prayer (Executive Director)

Closing OIM AGM 2021 (Chair)



**Ottawa Innerscity Ministries  
2020 Annual General Meeting  
Zoom Meeting 10:30 – 12:00pm  
May 27, 2020**

**Present:**

Doug Cooper (Board Chair)  
Bethany Yli-Renko (Treasurer, Board Member)  
Kari Yli-Renko (Board Member)  
Taffy Nahas (Board Member and Outreach volunteer)  
Doug Assaly (Board Member)  
Ken MacLaren (Executive Director)  
Walter Semianiw (Staff, Innerscity Veterans Outreach & Support)  
Warren Fishwick (Staff, Events Coordinator)  
Moiria Alie (Staff, Youth Program Coordinator)  
Bonnie Gardner (Staff, Youth Outreach Worker)  
Gabriela Villalobos Pot (Staff, Marketing and Donor Care)  
Ashley Burns (Staff, Volunteer Coordinator)  
Elizabeth Beaven (Staff, Administrative Assistant; Recording Secretary)  
Chrystal Parks (Volunteer)  
Francis Holtken (Volunteer)  
David Hudson (Volunteer)  
Candace Hudson (Volunteer)  
Judy Semple (Volunteer)  
Paul Siebert (Volunteer)  
Debra Duncan (Volunteer)  
Tracy Parsons (Volunteer)  
Rachel Lowe (Volunteer)  
Linda Kefas (Volunteer)  
Femi Johnson (Volunteer)

**Regrets:**

Dr. Robert Yelle (Board Member)  
Jelica Zdero (Staff, Managing Director)



## 1. Prayer

Doug (Chair) called the meeting to order; Ken opened in prayer.

## 2. Welcome & Introductions



Doug welcomed all present and invited each person to introduce themselves and their connection to OIM.

## 3. Approval of Agenda

Doug outlined the purpose of holding an Annual General Meeting:

- o Review 2019 financials
- o Review 2020 budget
- o Appoint Auditors
- o Ratify new members of the Board
- o Doug asked if anyone had any questions
- o Doug asked for a motion to accept the agenda.

\* Motion accepted; seconded; carried

## 4. Approval of the previous AGM Minutes

Doug invited everyone to review last year's minutes and opened the floor for questions.


\*Motion made to approve last year's AGM Minutes; seconded; carried.

Ken informed all present who has voting rights: Board, Staff, as well as anyone who has donated \$500 and above (in the previous year) or anyone attending on behalf of an organization (e.g., church) that has donated \$500 and above (in the previous year) must be identified as a voting member. Everyone else is welcomed to partake as observers to the meeting, in accordance with the Governing Constitution.



## 5. Board Chair's Report

Doug submitted his report and then addressed the group:

- 
- Doug noted that OIM will be ratifying 2 Board members
  - Doug thanked Ken and staff for the excellent job in not only excelling but leading among the agencies during these difficult times of COVID-19.
  - Doug thanked the volunteers who wanted to do outreach and reach out to the clients, even to the point of risking their own health.
  - Doug thanked the Board Members who went above and beyond in these trying times of difficulty.

Doug indicated this will be his last year as Chair of the Board. Next year at the AGM, a new Chair will be named while he will step away on a one year minimum sabbatical in accordance with the Governing Constitution.

## 6. Executive Director's Report

Ken presented his 2019 report and addressed the group:

- Ken expressed his gratitude to the staff and volunteers for their support and continued performance of excellence.
- Ken indicated that OIM is now performing door ministry on Tuesday and Thursday and we are looking forward to expanding services in June to those on the streets.

## 7. Review of 2019 Financials (Audit & AGM Statistics)



Bethany reviewed the 2019 audit & 2019 AGM Report, noting the following:

- The number of volunteer hours has increased from last year.
- The amount spend on salaries has increased from last year because of new positions added.



Question: It mentions Starbucks, do they donate?

Answer: Yes they provide pastries for the drop-in and our office programs.



## **8.Approval of the 2020 Budget**

Bethany noted that there were no amendments/modifications to the Budget due to COVID at this time. If this does extend into the fall, we will have to reassess at that time.

At the moment, we are planning on going ahead with the non-event event and hope to increase income. There will still be a cost incurred to events that may not happen.

Recommendation made by Warren to show the budget and actual for 2020 as well as the 2021 budget so it is easier to see how we stayed within budget.

\* Motion made; seconded; carried.

## **9.Appointment of the Auditor for 2020**

\*Motion made to keep the same auditors (dependent upon the second motion). Seconded; carried


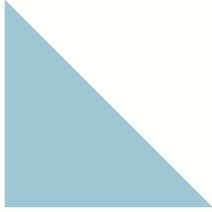
Ken noted that with Bethany doing the taxes for OIM, our auditor fees should have decreased from last year however that wasn't the case.

Ken and Bethany will be discussing the fees with the auditors and permission was requested that should they not be decreased, that the Board will look for another auditor.


\* Motion made; seconded; carried.

## **10.Ratification of New Board of Director(s)**

Doug called for a motion to ratify Dr. Robert Yelle and Taffy Nahas to the Board.



Ken: Dr. Yelle is a previous Board Member and Chair to the Board so has extensive background with OIM. Taffy Nahas is presently a volunteer with OIM and will be a welcomed asset to the Board.



\* Motion made; seconded; carried.

## **11. Close and Thank You**

Doug indicated that it was great having so many in attendance today. Based on the attendance, the Board may look at more online Annual General Meetings.

Taffy thanked Ken and the staff for the outstanding work performed during these difficult days.

\* Meeting adjourned at 11:46am.





# Letter from Doug Cooper Chair of the Board, Ottawa Innerscity Ministries

This past year has been a challenge. COVID restrictions have hampered operations throughout, yet, thanks to the staff and volunteers, OIM has continued to function and even excel. God has been good, inspiring donations and volunteers during these difficult times. Thank you to all those staff and volunteers who helped to make this happen under very trying circumstances.

Please, allow me to express my appreciation for all of you who currently serve and those who have served this ministry faithfully these past 33 years. Your dedication is an encouragement to the people who are the direct recipients of Christ's love through your presence.

As I complete my term on the Board I would like to thank the Executive Director for his leadership and vision and my fellow board members for your dedication to the Mission of OIM and your many hours of planning to ensure the long-term goals of OIM are met.

I want to give a special shout out to the Innerscity Veterans Outreach and Support Team. Through diligent planning the program has grown and provides a valuable service to veterans in the Ottawa area.



Again, thank you to all; by giving of your time and/or resources to the poor, through the ministry of OIM, you have contributed to something greater than yourself. And, you have done so as unto Him.

Again, thank you.

Doug Cooper  
OIM Board Chair

*"For I was hungry and you fed me. I was thirsty and you gave me a drink..."*

Matthew 25:35



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# A Word From Executive Director, Ken MacLaren

**Adapt & Evolve:** One good part of an AGM is not only our compliance to government regulations for good governance, but we are also forced to stop and reflect on what has been accomplished in 2020.

In that we're still faced with uncertainties related to COVID-19, my subtitle for this year's report highlights both the stark reality of our current day and provides a basis of hope as we move forward together.

OIM's ability to adapt and evolve through the pandemic has been exemplary! It is a story of resilience and resource maximization like no other. Then to realize that even though other agencies experienced difficulties with outbreaks, OIM has been clean, and for this we thank God.

Taking the four of five weeks in early winter when we were first shut down to reinvent and redesign how we can do outreach, was an insight from the Lord. In fact, we were able to help other agencies on their journey in establishing solid safety protocols and processes. Good work Team!


Pausing at AGM time is also an opportunity to stop and recognize and thank those who relentlessly give of themselves and their energies and resources to the task at hand. Our Innercity Intercessors, our donors, our volunteers, staff and Board of Directors – all play a role in making OIM a great place, an important place and a sacred place for those who call the streets their home. You have shown kindness, patience, creativity and support this whole time. Thank you. Things are still difficult, but the unwavering dedication of everyone at OIM has given me unending amounts of hope and gratitude.

This year we bid adieu to Board Chair Doug Cooper and welcome Taffy Nahas as incoming Chair. Gentlemen, on behalf of all of us, I thank you for your service.

We forge on ahead in the power and presence of the Lord. As we have experienced His grace and goodness this past year, we can have confidence, that whatever comes our way, He is sufficient to meet all our needs! For His glory!


Hebrews 10:23 reads:

*"Let us hold fast the confession of our hope without wavering, for He who promised is faithful."*



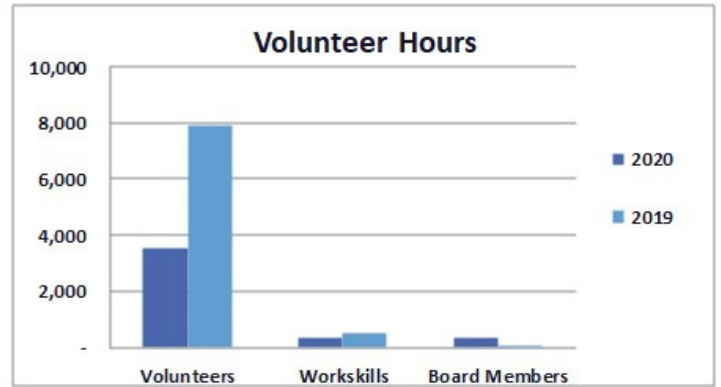
Ken MacLaren  
Executive Director

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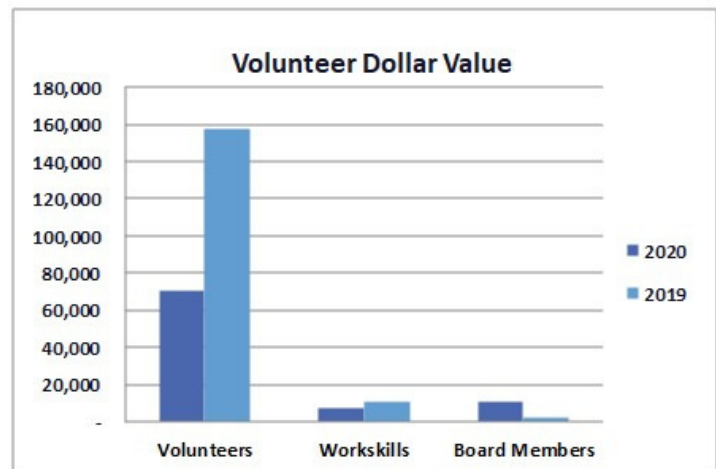


# 2020 AGM Report

Total Volunteer Hours	2020	2019
Volunteers	3,507	7,889
Workskills	361	527
Board Members	355	80
<b>Total</b>	<b>4,223</b>	<b>8,496</b>

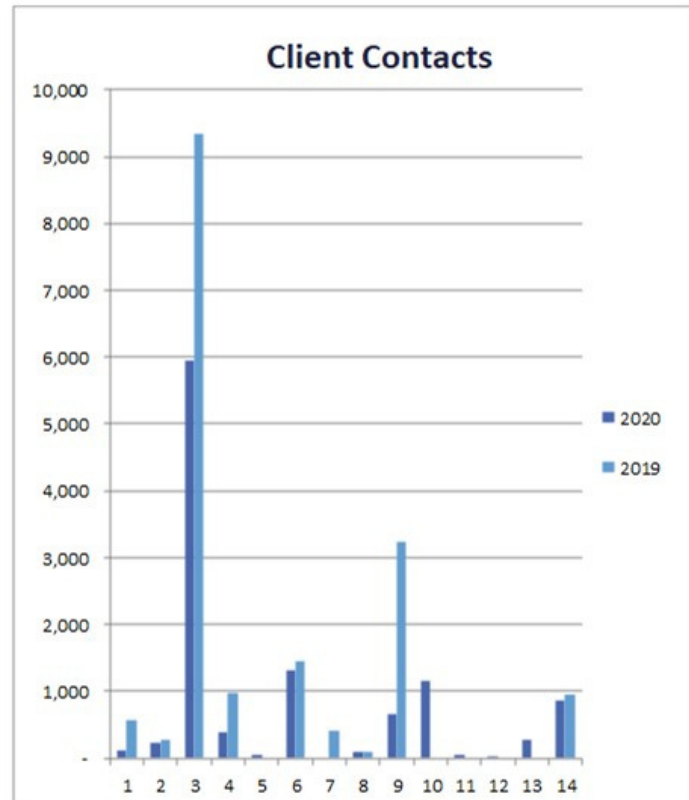


Volunteer Dollar Value	2020	2019
Volunteers	70,130	157,770
Workskills	7,220	10,540
Board Members	10,650	2,400
<b>Total</b>	<b>88,000</b>	<b>170,710</b>

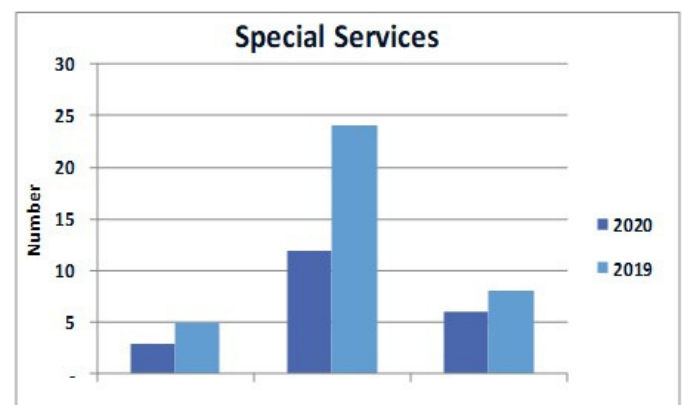


Note: Volunteer and workskill values are costed at \$20 per hour. Board Member values are costed at \$30 per hour.

Client Contacts	2020	2019
1. Office Visits (pre-COVID)	111	575
2. Recreational Programs	222	265
3. Street Outreach - Total	5,945	9,347
4. Street Outreach - Youth	376	972
5. Street Outreach - Veterans	37	-
6. Youth: Innercity Arts (in-person/virtual)	1,310	1,458
7. Youth: Choir (pre-COVID)	-	405
8. Youth: Freedom Group (in-person/virtual)	93	85
9. Tuesday Drop In (Jan-Mar)	667	3,241
10. Door Outreach- Total	1,149	-
11. Door Outreach - Youth	37	-
12. Door Outreach - Veterans	13	-
13. Innercity Veterans Fellowship (Wed)	273	-
14. Special Events	858	952
<b>Total (Not Incl. #4, #5, #11 and #12)</b>	<b>10,628</b>	<b>16,328</b>



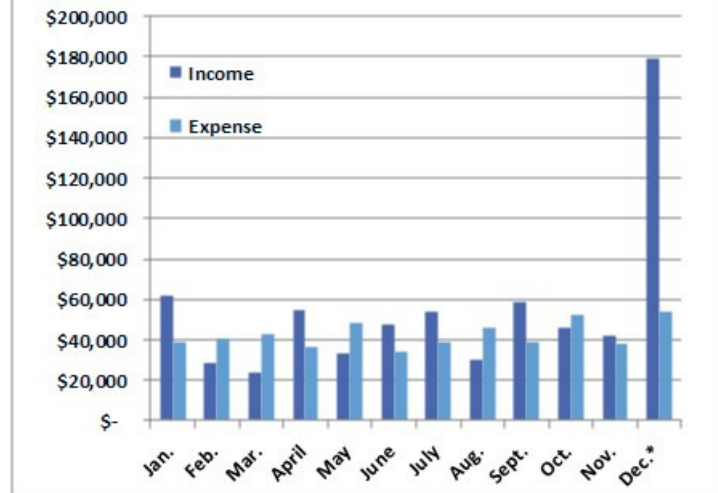
Special Services	2020	2019
UIT/Advanced Volunteer Training Sessions	3	5
Speaking Engagements	12	24
3. Special Client Events	6	8
<b>Total</b>	<b>21</b>	<b>37</b>



### 2020 Income and Expenses by Month

	Income	Expenses
Jan.	\$ 62,047	\$ 39,096
Feb.	28,411	40,084
Mar.	24,058	42,552
April	54,508	36,209
May	33,473	48,267
June	47,377	33,868
July	53,501	39,136
Aug.	29,896	45,637
Sept.	58,218	38,984
Oct.	45,801	52,472
Nov.	41,956	37,745
Dec.*	178,820	54,009
<b>Total</b>	<b>658,066</b>	<b>508,059</b>

### Income and Expenses by Month

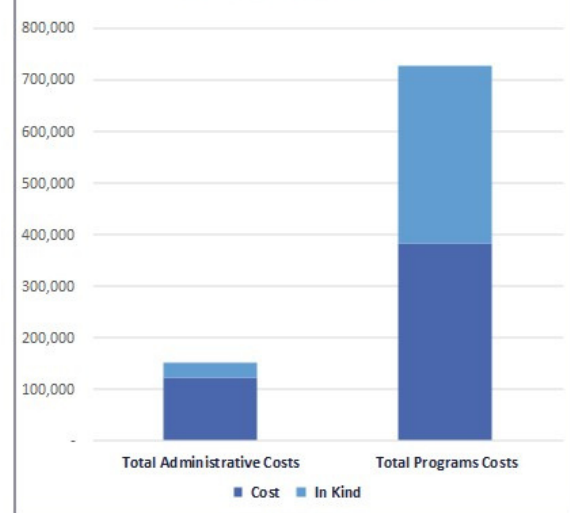


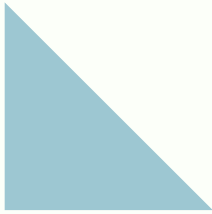
\* Excludes year-end grants.

### 2020 Cost Allocations

	Cost	In Kind	Total	Share
<b>Administrative Costs</b>				
Salaries, Professional Fees & Related	92,832	28,870	121,702	13%
Office Expenses	22,201	-	22,201	2%
Rent and Maintenance	9,066	-	9,066	1%
<b>Total Administrative Costs</b>	<b>124,099</b>	<b>28,870</b>	<b>152,969</b>	<b>16%</b>
<b>Programs Costs</b>				
Salaries, Professional Fees & Related	269,372	59,130	362,204	38%
Facility	32,928	-	55,129	6%
Communication	33,955	-	43,021	5%
Donations, Supplies	47,706	283,213	330,919	35%
<b>Total Programs Costs</b>	<b>383,960</b>	<b>342,343</b>	<b>791,272</b>	<b>84%</b>
<b>Total Costs</b>	<b>508,059</b>	<b>371,213</b>	<b>944,241</b>	<b>100%</b>

### 2020 Cost Allocations





**2020 Value of Goods and Services Donated  
in Cash Equivalencies**

Food (Including Food Bank Donations)	\$ 54,088
Clothing Boxes (miscellaneous)	5,200
Sleeping Bags	8,250
Coats/Jackets, Ponchos, etc.	67,779
Toiletries	12,439
Backpacks	11,490
Other	4,050
Socks, Underwear, Winter Accessories	46,917
Bedding	7,800
Shoes/Boots	18,700
Shirts/Sweaters	46,500
<b>Total Goods &amp; Services Donated</b>	<b>283,213</b>
<b>Total Volunteer Value (from above)</b>	<b>88,000</b>
<b>Total Goods, Services and Volunteers</b>	<b>371,213</b>

**Value of Goods & Services Donated**

