

## AGM Minutes

1. **Call To Order**
  - a. 2:00 – Start time, March 28
2. **Role Call**

<b>President</b>	Noah Zambilowicz	<b>Director 1</b>	Nicole Hoskins
<b>Vice President</b>	Travis Martin	<b>Director 2</b>	Melanie Murphy
<b>Secretary</b>	Bryan Walsh	<b>Western Director</b>	Judy Bond
<b>Treasurer</b>	Lori Pike	<b>Labrador Director</b>	Debbie Clarke
<b>Communications Director</b>	Christine Whalen	<b>Central Director</b>	Lori Gidge
<b>Past President</b>	N/A	<b>Provincial Coordinator</b>	Erin Collett
<b>Co Camp Director</b>	Kendra Smith	<b>Co Camp Director</b>	Lisa Blundell
<b>Regrets:</b> <i>Melanie, Debbie, Lori</i>			

### Non-Board Attendees:

- Melissa Lee
- Sarah-Kay Walker
- Dr Sulaimon Giwa
- Guy/Deb Courage

3. **Adoption of Agenda**
  - a. Noah motioned to adopt agenda
  - b. Bryan seconded motion
  - c. Agenda accepted/adopted
4. **MUN Social Work Presentation**
  - a. Introductions
  - b. Lisa provided some background context on the project
  - c. Sarah delivered a presentation on the Social Work Project overview and results
    - i. Approach/Context
    - ii. Themes
    - iii. Thoughts
  - d. Questions/Open Discussion
5. **Adoption of Minutes from last year's AGM (2020)**
  - a. Noah motioned to adopt previous minutes
  - b. Bryan seconded
  - c. Previous minutes accepted/adopted
6. **Annual Reports / Updates**
  - **President's Report**
    - Noah provided presentation overview of activities during the last year
    - Accomplishments - Highlights included:
      - Erin Collett within Coordinor position (Erin has excelled within role)

- Lisa/Kendra for Camp-in-a-Box (HouseHold Movers)
  - No Night of Delight held in 2020 (Covid restrictions)
  - Drive-through Christmas event
  - New ideas on awareness and delivering events
  - MUN Social Work Project
- Challenges:
  - Sources of funding
  - Filling Board vacancies
  - Fully remote Camp Delight (challenge but overall success)
- Thank You message for Board, Camp Staff, Families, Volunteers and Supporters
- Financial Report
  - Lori delivered the Financial update
  - Financial year ends December 31
  - Revenue
    - Revenue was reduced – impacts from Covid-19
    - No Night of Delight
    - Some new donations received (overall, down from last year)
    - Some Federal grants/programs leveraged
  - Expenditures
    - Camp, Family Supports & Salaries/Benefits are included as main expenses
    - Events/Supports (Christmas Party, Scholarships, etc.)
  - Small deficit run this year
    - Surplus in past years
    - No major concerns moving forward
- Provincial Coordinator's Update
  - Erin delivered Provincial Coordinator Updates
  - Event highlights:
    - Urban Market
    - SPIN for Camp Delight
    - Collective Tattoo
    - 50/50 Christmas Tickets
  - Social Media
    - Expanding posts and presence
      - Volunteer week
      - Donation recognition
      - Event sharing
    - Awareness
    - 401 page followers gained on Facebook over the last year
    - Family spotlights
  - School presentation
    - Started at MQP (St. John's)
    - Interest expressed within schools for additional information sessions
  - Online store for Candlelighters apparel
- Governance Updates
  - Travis provided an update on the review of Governance documents
  - No feedback received from families
  - No updates to bring forward for discussion

## 7. Camp Delight Update

- a. Virtual Camp in a Box
    - i. 99 campers in 2020 – biggest camp yet
      - 1. Majority from Avalon
    - ii. HouseHold Movers were a terrific supporter
  - b. Virtual programming went well
  - c. Overall, virtual format for Camp was well received
    - i. Facebook group page was utilized – worked well
  - d. Camp Doc continued use for registration/reporting
  - e. Challenges included:
    - i. Packing/sourcing materials
    - ii. Heavy time commitments on certain individuals
    - iii. A lot of additional coordination and hours involved
    - iv. General volunteer engagement
      - 1. Without in person Camp, engagement/morale was different
  - f. Camp 2021
    - i. Unclear, at this point
    - ii. Public Health guidelines towards August are unknown – can't plan around
    - iii. Lessons learned
      - 1. Virtual may not be desirable
      - 2. Some National Camps have closed for 2021 (not a plan for Candlelighters)
      - 3. Some Coca Camps planning in-person programming (ex. NS referenced)
      - 4. Government of NL does have summer day camp guidelines (case by case)
    - iv. Graduating campers must graduate – ceremony needed
  - g. Overview of Camp Delight for 2021
    - i. Many considerations
      - 1. Vaccinations
      - 2. Public Health guidelines
      - 3. Family interest/suggestions
      - 4. LavRock – Unsure if they will be open (or if feasible)
  - h. Future/Arising challenges include staff succession planning, programming formats
  - i. Overview of planned next steps
- 8. Election of Officers (odd year)**
- President
    - Noah expressed interest
    - Guy seconded
    - Formalized through acclamation
  - Secretary
    - Bryan expressed interest
    - Travis seconded
    - Formalized through acclamation
  - Communications Director
    - Christines expressed interest
    - Bryan seconded
    - Formalized through acclamation
  - Director 2
    - Melanie expressed interest
    - Lori seconded
    - Formalized through acclamation
  - Central Director (current temp fill)
    - Lori expressed interest

- Lori seconded
- Formalized through acclamation
- Western Director
  - Judy expressed interest
  - Christine seconded
  - Formalized through acclamation

Even Year Elections (ie 2018, 2020)	Odd Year Elections (ie 2019, 2021)
Vice President	President
Treasurer	Secretary
Director 1	Communications Director
Central Director	Director 2
Labrador Director	Western Director

**Note: If anyone leaves another position to take up one of the above their position will also need to be filled but only for 1 year term.**

**9. Closing Remarks**

- a. Noah brought forward closing remarks
  - i. Provided a Thank You message to all involved in every aspect of Candlelighters

**10. Review of Board meeting schedule**

- a. Current schedule of third Tuesday @ 7:30
- b. Group agreement to maintain existing schedule

**11. Meeting adjourned (3:45 PM)**