



## 41st ANNUAL GENERAL MEETING

of the UNITED CHURCH DOWNTOWN MISSION OF WINDSOR INC.

Wednesday, April 24, 2024

### BOARD OF DIRECTORS Minutes of Meeting

**Date:** Wednesday, April 24, 2024

**Time:** 5:44 p.m. – 6:29 p.m.

**Location:** Moose Lodge, 777 Tecumseh Road West, Windsor, ON N8X 1H4

#### IN ATTENDANCE:

**Current Board Members:** A. Banman, D. Barsanti, B. Bayraktar, Rev. Dr. C. Collins-Barker, D. Atwell, J. De Luca, K. Gray, S. Kapasi, T. Kelly, K. McInnis, K. Rivard, A. Visser

**In Coming Board Members:** Chris Knowles, Brian Porter, Marvio Vinhaes

**Staff:** E. Newell-Beattie, Jennifer Dewar, Jim Douglas, R. Ponniah-Goulin, Matt Johnson, Mary-Jo Kovacs, Ashley Lavin, Brittany Lavin, Taylor Pinard, Sara Salamati, Maurizio Tiberia, Sharda Yadav, Derek Welna

**DTM Chaplaincy Team:** George Bozanich, Rev. James Hatt, Brian Stocks  
**Community Members:** Nicholas Amlin, Janeen Auld, Suzanne Barsanti, Jim Beattie, Ed Bedard, Sharon Bedard, Maureen Brunder, Denis Chijioke, Aisha Durojaye, Monsurudeen Durojaye, Muinat Durojaye, Mohammadreza Fallahshahroudi, Julie Fraser, Ben Goulin, Brianna Grandi, Cheryl Hawes, Teresa Jokic, Sharon Kelly, Whitney Kitchen, Helen Laforet, Rosemary Li, Michele McGregor, Nadine Manroe-Walkerell, Muinat Motunrayo, Daniella Haliimah Namatta, Melissa Nespolon, Pujan Pandya, Deanna Ponniah, Walter Ponniah, Helen Rattray, Donna Rivard, Heather Roehler & Guest, Rodney Roehler, Teddy Root, Jessica Sartori, Kevin Sauders, Frough Sherwani, Sema Sherwani, Geri Sutts, Angela Sykes, Rohan Talukdar, Todd Turner, DJ Vandongen & Guest, Norman Walkerell, Jing Wang

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**WELCOME & CALL TO ORDER:** Rev. Dr. C. Collins-Barker

5:44 p.m.

- Rev. Dr. Catherine Collins-Barker, Chair of the Board of Directors, welcomed attendees to the 41st Annual General Meeting of The United Church Downtown Mission of Windsor, Inc.
- The Downtown Mission is an Incorporated Ministry of The United Church of Canada, supervised by the Antler River Watershed Regional Council under the governance of the General Council.
- The Chair expressed gratitude to all community partners, donors, volunteers, employees, and interested community members for their crucial support, emphasizing the Mission's reliance on the Windsor-Essex community.
- The meeting was officially called to order at 5:44 p.m.

**OPENING PRAYER:** Rev. Dr. C. Collins-Barker

*Loving God of hope, we gather this evening and ask for your Spirit to move amongst us as offer our thanks giving for many people whose lives have been challenged and changed through the work and outreach of the Windsor Downtown Mission.*

*As we share in this Annual Meeting of the Downtown Mission, we pray that your Spirit would move us to hear stories of people whose lives have been changed through this ministry. We might see statistics and numbers, read financial statements and look at graphs outlining challenges being met but we praise you because the city of Windsor and its people representing various workplaces, community groups, places of worship, and people of all ages have stepped forward in faith to help others in need. We give thanks for all the staff and volunteers who have worked earnestly and diligently throughout 2023. We are grateful for cooperative and collaborative efforts which have continued to form and deepen with the federal, provincial and city government leaders.*

*We ask for your blessing upon each person as they have offered to others the gift of love which is foundational to our understanding of life. We pray that the guests who have been and who will continue to be served at the Mission will share their story of love given and received.*

*Be with us God in this Annual Meeting and may your Spirit lead and guide us to be able to continue to: "offer food and shelter for the body, nurture for the spirit, advocacy, and opportunities for human growth and continue to embrace those seeking care and support." [sic]*

*We ask these things in the name of the One who taught us to love God and to love people. Amen.*

**1. INTRODUCTIONS AND OPENING PROCEDURES:** Rev. Catherine Collins-Barker, Board Chair**i. Introduction:**

Rev. Dr. Catherine Collins-Barker called on specific groups attending and asked them to raise their hands to be recognized:

- Downtown Mission Board of Directors
- Mission Staff
- City of Windsor representatives
- Community Partners
- Volunteers and Donors
- Representatives from various churches, ministries, and schools supporting the Mission

The Chair thanked all attendees for their presence and continued support of the Downtown Mission.

**ii. Constitution**

As Chair of The United Church Downtown Mission of Windsor Incorporated, I hereby declare this 41<sup>st</sup> Annual General Meeting of The Corporation to be duly constituted with quorum for the transaction of business, including the receiving of reports, approval of the budget, appointment of auditors, the election of directors and any other business which might properly come before this meeting.

**iii Voting Privileges**

By Resolution of the Board of Directors, all those who have duly registered for the 2024 Annual General Meeting of The Downtown Mission, as well as those currently serving as Board Directors, are hereby granted voting privileges.

**MOTION:** That all other people present are corresponding members and may speak on the relevant matters of the meeting, restricted to twice on the same topic with a maximum of three (3) minutes on each occasion.

Banman/Bayraktar  
**CARRIED**

iv. **Notice of the Meeting**

The notice of the 41<sup>st</sup> Annual General meeting was properly published on our website, newsletter and social media and forwarded to The United Church of Canada- General Council and Antler River Watershed Regional Council office, all employees, volunteers, and donors.

2. **APPROVAL OF AGENDA of the 41<sup>st</sup> AGM on April 24<sup>th</sup>, 2024.**

**MOTION:** That the agenda of the 41<sup>st</sup> AGM be approved as presented.

Barsanti/Rivard  
**CARRIED**

3. **APPROVAL OF MINUTES of 40<sup>th</sup> ANNUAL GENERAL MEETING on April 26<sup>th</sup>, 2023.**

**MOTION:** That the Minutes of the 40<sup>th</sup> Annual General meeting be approved as presented.

Banman/Kelly  
**CARRIED**

4. **REPORTS**

i. **Consideration of Annual Reports**

**MOTION:** That the written reports of the Chair and Executive Director, and all other reports of The Downtown Mission, be accepted as printed in the Annual Report.

G. Sutts/Gray  
**CARRIED**

ii. **Report of the Executive Director**

Remarks from the ED: R. Ponniah-Goulin

NOTED:

- Expressed gratitude to everyone for their attendance and support of the Downtown Mission's work.
- Thanked community partners, staff, volunteers, and the Board of Directors for their guidance, leadership, and service.
- Highlighted Key Achievements:
  - Provided 3,227 meals to adults and youth through the Mission kitchen and the Windsor Youth Centre's drop-in program, averaging over 338 meals per day.
  - Provided 31,129 nights of shelter to 910 unique individuals in the Mission's overnight sanctuary program.
  - Supported 210 adults and 360 youth through their recovery journeys to help them progress in life.
  - Housed 81 adults and 360 youth through their recovery journeys to help them progress in life.
  - Housed 81 adults, 58 in partnership with Housing Information Services, and 9 youth in stable housing, enabling them to work towards improving their and their families' lives.
  - Assisted 54 individuals with job readiness, helping them build stability for themselves and their families.
- Emphasized that each number represents a human being and expressed sincere gratitude to all who have supported the Mission, helping individuals feel safe, loved, and hopeful.
- Concluded with a blessing and thanked everyone for providing food, shelter, and hope through the Downtown Mission.

iii. **Report of the Board Chair**

**Remarks from the Chair:** Rev. Catherine Collins-Barker

NOTED

- Reflected on the challenges faced by many in the community and the Mission's role in providing support.

- Referenced Luke 18: 35-41 to illustrate the importance of asking, “How might we help you?” and highlighted the Mission’s dedication to assisting over 2,000 individuals per month through various services.
- Noted the increased demand for support due to economic and social changes, especially post-pandemic.
- Shared that the Board conducted a strategic review involving over 200 participants, resulting in **three strategic priorities**:
  - 1. Striving for Operational Excellence as we see ourselves helping others;**
  - 2. Working Stronger Together through and with community partners in collaboration;**  
and
  - 3. Building a Sustainable Future as we seek to share development initiatives and training of guests, staff and volunteers.**
- Emphasized the Board’s role in overseeing the work of staff and volunteers as they strive to do what is needed to ensure the Mission’s **core values** of faith, accessibility, community, compassion, empowerment and transparency.
- Announced a revised Mission Statement as follows:
 

*To be a self-directed, sustainable, charitable, social service organization rooted in the Christian faith. With respect and dignity, we are committed to actively supporting individuals facing adversity and those experiencing homelessness in Windsor-Essex County. We aim to be well recognized and supported by the community.*
- Introduced a new Mission statement of The Downtown Mission that has been transfigured to succinctly describe the Mission’s purpose:
 

*The Downtown Mission serves as sanctuary to all in answer to the call of the Gospel. Through outreach, we offer food and shelter for the body, nurture for the spirit, advocacy, and opportunities for human growth, embracing those seeking care and support.*
- These priorities, core values, vision and mission statement help the Board and staff to define what it is we do and how we do it. But the Board recognizes that we cannot do this without volunteers, donor support and partners in community.
- As the Mission looks to its future, it will continue to evolve to meet the needs of those who come to its doors. These guests will be embraced with care and support.
- Concluded with gratitude for volunteers, donors and community partners, expressing hope for continued blessings and a clear vision for a better tomorrow.

## 5. CONSIDERATION OF THE AUDITOR’S REPORT & FINANCIAL STATEMENTS, Treasurer Remarks from D. Barsanti

### NOTED

- Acknowledged the presence of Finance Committee members: Rev. Catherine Collins-Barker, D. Atwell, A. Banman, K. Gray, and community members Jamie Ellwood and Serena Ly, along with staff members R. Ponniah-Goulin, M. Lockbaum (retired), and Maurizio Tiberia.
- Noted that auditors for 2023 were Baker Tilley, whose opinion qualifies the financial statement presentation. The exception is the non-recording of Gifts In Kind, though the net reflected revenue over expenses is nil.
- Reported an operating surplus of \$106,000 for the current fiscal year, down from \$331,297 the previous year.
- Stated an overall surplus of \$26,526 for the current fiscal year, compared to \$449,645 the previous year.
- Mentioned the receipt of a \$150,000 bequest at the year’s end, recognized though not yet received.
- Highlighted receipt of \$1,069,861 from the federal government, administered by the city through their Government Homelessness Prevention Programs.
- Acknowledged the presence of auditors, available for clarification if needed, although no questions were raised.

**MOTION:** Whereas the Board of Directors met on April 10, 2024, to review the audited Financial Statements of the United Church Downtown Mission of Windsor; And whereas the Board has recommended to the Annual General Meeting of the Mission, be it hereby resolved that the audited Financial Statements as presented are approved.

Barsanti/Rivard  
**CARRIED**

## 6. APPOINTMENT OF AUDITORS FOR 2024

**MOTION:** Whereas the Board of Directors has recommended the firm of Baker Tilley be retained as auditors for 2024/25; therefore, be it resolved that Baker Tilley be so appointed.

Barsanti/Kapasi  
**CARRIED**

## 7. RATIFICATION OF ACTS

**MOTION:** That all acts undertaken in good faith in 2023 by directors, staff and volunteers in an attempt to ensure and maintain the effective and continuing operation of The United Church Downtown Mission of Windsor Inc., be hereby ratified.

Barsanti/Bayraktar  
**CARRIED**

## 8. ELECTION OF BOARD MEMBERS

### i. Recognition of Outgoing Directors

- Ken Gray and Keith Rivard have fulfilled their initial three-year terms.
- Gratitude was extended to K. Gray and K. Rivard for their collective contributions, camaraderie, and steadfast dedication to the Mission's endeavours over the past three years.
- Sandor Kapasi, the former Chair, concluded his tenure after seven years of service on the Board. The Board acknowledged his leadership and commitment.
- These outgoing members have made significant contributions to the Mission's achievements, and their service is deeply appreciated and recognized.

### ii. Election of New Directors: Amy Visser, Vice-Chair & Chair of the Nominating Committee

**MOTION:** as recommended by the Nominating Committee and current Board Members, that Chris Knowles, Brian Porter and Marvio Vinhaes be appointed as Directors to the Board of the Downtown Mission effective April 24, 2024.

Visser/Banman  
**CARRIED**

### iii. Slate of Current Directors: Amy Visser, Vice-Chair

**MOTION:** That the following Directors continue their first term: Don Atwell, Burcu Bayraktar Joe De Luca, and Tanya Kelly, and that the following Directors continue their second term: Abram Banman, Dolph Barsanti, Rev. Dr. Catherine Collins-Barker, Kristie McInnis and Amy Visser.

Visser/Barsanti  
**CARRIED**

### iv. Membership of Directors: Rev. Dr. Catherine Collins-Barker

**MOTION:** That all Directors be made members of the Corporation of The United Church Downtown Mission of Windsor Incorporated for the duration of their respective terms.

Visser/Bayraktar  
**CARRIED**

## 9. NEW BUSINESS

Remarks from Rev. Catherine Collins-Barker

NOTED

### i. Bylaws 2024

- Bylaws guiding an organization need periodic updates to comply with current legislation, the *Ontario Not-for-Profit Corporations Acts, 2010* (ONCA) and in accordance with the Incorporated Ministry Policies of The United Church of Canada.
- The Governance Committee dedicated significant time to updating and preparing the Bylaws.

**MOTION:** That the Bylaws approved by the Board on March 28, 2024 be ratified, sanctioned and confirmed at this Annual General Meeting of The United Church Downtown Mission of Windsor, Inc.

Visser/De Luca  
**CARRIED**

**ii. Community Messages Derek Welna** (former Phoenix/Enterprise Grad and now DTM Staff) & **Brian Stocks** (from our Chaplaincy Team)

**Testimonial from D. Welna**

- Shared that 15 months ago he was struggling with addiction and jail time.
- Credited Chris Thibert and John O'Rourke of the Phoenix Program for helping him achieve 15 months of sobriety.
- Participated in the Enterprise Program and discovered a passion for helping others, leading to a job offer.
- Highlighted the importance of donations and hard work at the Downtown Mission.
- Described the Mission as life-changing and announced plans to become a Mental Health and Addition counsellor.
- Expressed gratitude and a desire to continue his journey with the Downtown Mission.

**Brian Stocks**

- Leads the chaplaincy team hosting weekly services for Mission guests every Friday.
- Regularly conducts supportive check-ins with staff, visiting both Mission locations each Tuesday, and provided individual support services to team members.
- Expresses deep admiration for the staff's compassion and patience, acknowledging their vital role in serving the community. He shares, "if Jesus came to Windsor, He would bypass churches, synagogues, and temples, and come to the Mission and minister to these individuals. Not many people can do what you do every day, but you do it ~ you truly are angels".
- Advocates for staff well-being, emphasizing the importance of self-care to prevent burnout.
- Finds fulfilment in the gratitude expressed by staff, often heard in comments such as, "thank you for caring for us".

**iii. Next ANNUAL GENERAL MEETING**

**MOTION:** That the next 42<sup>nd</sup> Annual General Meeting of The Corporation be held on **Wednesday, April 30, 2025.**

Kelly/Bayraktar  
**CARRIED**

**10. ADJOURNMENT of AGM: 6:29 p.m.**

**MOTION to adjourn this 41<sup>st</sup> Annual General Meeting.**

Barsanti/Banman  
**CARRIED**

**11. CLOSING PRAYER**

Kapasi offered a reading from Hebrews chapter 13:16.

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**Rev. Dr. Catherine Collins-Barker**, Chair

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**Kristie McInnis**, Secretary