



INFORMATION PACKAGE
for the
11th ANNUAL GENERAL MEETING (AGM)
of
FRIENDS OF GUILD PARK

APRIL 19, 2024, 7:30 – 8:30 pm
(doors open at 7 PM)

In-Person & Virtual Online Meeting

Members and Guild Park supporters can attend by
computer, smartphone or tablet at this link:

<https://meet.google.com/cqg-pycy-unh?authuser=0&hs=122>



Updated April 13, 2024



TABLE OF CONTENTS

1. NOTICE OF MEETING
 2. AGENDA
 3. MINUTES FROM 10th ANNUAL GENERAL MEETING, OCTOBER 26th, 2023
 4. FINANCIAL REPORT for 8 Months ended Dec. 31, 2023
 5. MEMBERSHIP FORM (FOR NEW AND RENEWING MEMBERS)
<https://www.friendsofguildpark.com/become-a-member>
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NOTICE OF FRIENDS OF GUILD PARK ANNUAL GENERAL MEETING (AGM)

TO: MEMBERS OF FRIENDS OF GUILD PARK

TAKE NOTICE that the 11th Annual General Meeting of Friends of Guild Park will take place:

DATE: Thursday, April 18, 2024

TIME: Doors open at 7:00 pm In-person and on-line meeting starts at 7:30 pm

LOCATION: Clark Centre for the Arts

191 Guildwood Pkwy., Scarborough M1E 1P5 Free parking in front of centre

Members can also participate on-line via Google Meet at:

<https://meet.google.com/cqg-pycy-unh?authuser=0&hs=122>

All organization members and Guild Park supporters are welcome to attend.
Meeting Agenda, Financial Report, other meeting documents are included in this document.

NOTICE OF SPECIAL BUSINESS:

This AGM includes the following special business:

- 1) A request to waive an independent financial review since the organization operates with less than \$500,000 in annual revenue.

MEMBERSHIP

- Guild Park supporters are encouraged to become members of Friends of Guild Park or renew their existing memberships on-line in advance of this meeting at <https://www.friendsofguildpark.com/become-a-member>
- Annual memberships will be available at the door for renewing and new members (cash only, please).
- Annual memberships are \$20/person.; \$10/senior or student (with documentation)

Dated the 23rd day of March 2024 on Behalf of the Board of Directors.

AGENDA

FOR THE 11TH ANNUAL GENERAL MEETING (AGM) OF FRIENDS OF GUILD PARK
THURSDAY, APRIL 18, 2024
AT THE CLARK CENTRE FOR THE ARTS,
191 GUILDWOOD PKWY., SCARBOROUGH M1E 1P5

DOORS OPEN & MEMBERS REGISTRATION 7:00 P.M.
MEETING STARTS AT 7:30 P.M.

1. Call to order, Introduction of meeting chair
2. Approval of agenda
3. Introduction of board members
4. Approval of the minutes of the 2023 AGM Oct. 26, 2023
5. Approval of the financial report for the 8 months ended Dec. 31, 2023
6. Special Resolution: Motion to waive an independent financial review.
7. Adjournment

After the formal meeting, Friends of Guild Park hosts a special presentation.

Guest Presenter: Emma Lopez, Creative Director, AVA Animation & Visual Arts

Emma and her team created the memorable laser show at Guild Park's Greek Theatre in November 2021.

Emma will describe what makes Guild Park an ideal venue for this blend of technology and creativity.





Friends of Guild Park 2024 AGM For Members Approval

Minutes of Annual General Meeting Oct. 26, 2023

Clark Centre for the Arts, Guild Park and virtually via Zoom

1. Call to Order: John Mason as Chair called the meeting to order, welcoming 15 in-person and 2 virtual attendees.

2. Agenda: Approval of agenda moved by Gerard Baribeau, seconded by Alan Burt. Carried.

3. Introductions by Chair: John Mason introduced the current board of directors of Friends of Guild Park.

4. Annual General Meeting Minutes from Oct. 26, 2022, were presented by Janet Heise. Gerard Baribeau moved acceptance of the minutes, seconded by Gerard Baribeau. Carried.

5. Treasurers' Report: Rose Mitchell Spohn presented the financial report for the fiscal year ended Apr. 30, 2023 (as circulated).

In summary:

Bank Balance: Start of fiscal year: \$13,444.29

Total Revenue: \$3,418

Expenses: \$7,326

Bank Balance: End of fiscal year: \$9,647

Change in Financial Position: - \$3,908

Revenue was provided from memberships, donations and event sponsorships.

Expenses included Pollinator Garden set-up costs, \$500 deposit for second Heritage Toronto plaque (Greek Theatre), insurance, canopy/equipment and guide vests.

The bank balance at Apr. 30, 2023 was the second highest in the past five years.

Acceptance of financial report moved by Rose, seconded by Gerard Baribeau. Carried.

6. Extraordinary Motions:

i. Waive Independent Financial Review: Being incorporated, Friends of Guild Park is required to request confirmation from the members to waive independent financial review each year, with an approval of 80%. We have less than \$500,000 in revenue and a review would be costly. Moved by John Mason, seconded by Alan Burt. Carried 100%.

ii. Proposed New Bylaws: As a provincially-registered not-for-profit corporation, FGP must comply with the Ontario Not-for-profit Act (ONCA). After reviewing FGP's original Charter (which sets out FGP's operating procedures), FGP directors updated the operating procedures to comply with ONCA. (Under ONCA, the updated operating procedures are called By-laws). FGP's legal counsel, Tatham, Pearson LLP, reviewed the By-laws and determined they comply with ONCA. The proposed Bylaws include a change in fiscal year-end to Dec. 31 from April 30. The new Bylaws require majority approval. Moved by John Mason, seconded by Gerard Baribeau. Carried with majority.

Friends of Guild Park 2024 AGM For Members Approval

Minutes of Annual General Meeting Oct. 26, 2023 (Cont'd)

7. Certificates of Appreciation for exceptional service to Guild Park were presented to:

- Maria Genova (Side Hustle Café) for bringing food service to Guild Park
- Guild Park Grounds Crew (Parks, Forestry & Recreation division, City of Toronto)
- Guild Park Horticultural Team (Parks, Forestry & Recreation division, City of Toronto)
- Bill Tatham of Tatham, Pearson LLP for providing legal services
- Allison Murray and the Guildwood Butterflyway volunteers for managing the successful launch and ongoing stewardship of Guild Park's first Native Pollinator Garden

8. Election of Directors: • Election procedures were described and the slate of nominees presented.

- Rose Mitchell Spohn (current board member) has completed her current term and is eligible for re-election for a three-year term. With no other nominations, Rose was elected by acclamation.
- If members are interested in filling a board vacancy, please advise the board.

9. Other: A short video was shown, and an image of A Plastic Drop, 2023 by Jogi Makhani (8 kg. of plastic waste in an acrylic teardrop).

8. Adjournment: Moved by Gerard Baribeau. Carried. Formal meeting adjourned.

Respectively submitted,
Janet Heise Secretary,
Friends of Guild Park

Friends of Guild Park 2024 AGM For Members Approval

Financial Report – Five Year Summary to Dec. 31, 2023

(8 month reporting period for fiscal 2023)

	2019-2020	2020-2021	2021-2022	2022-2023	2023
					8-mo fiscal yr
Starting Balance	\$6,575.23	\$7,085.07	\$7,451.47	\$13,555.29	\$9,647.03
Revenue					
Memberships	\$495.00	\$610.00	\$730.00	\$1,140.00	\$430.00
Donations/Tours/Honoraria/Sales	\$2,139.60	\$675.10	\$3,198.54	\$1,860.00	\$2,178.00
Awards/Grants/Prizes	\$2,100.00	\$1,000.00	\$3,690.00		
Event Sponsorships	\$100.00		\$4,500.00	\$330.00	\$575.00
HT Plaque/park improvements	\$110.00		\$27.45	\$88.00	\$161.35
Total Revenue	\$4,944.60	\$2,285.10	\$12,145.99	\$3,418.00	\$3,344.35
Expenses					
Insurance	\$2,050.28	\$1,213.00	\$1,769.76	\$1,406.16	\$1,448.28
Event expenses	\$1,546.15	\$665.33	\$3,469.20	\$4,156.05	\$2,618.38
Heritage Toronto Plaque				\$524.45	\$500.00
Promotion and Partnerships	\$530.07		\$112.44	\$354.08	\$151.65
Other	\$287.60	\$14.68	\$530.71	\$735.69	
Fees - Paypal, bank, other	\$20.66	\$25.69	\$160.06	\$149.83	\$61.79
Total Expenses	\$4,434.76	\$1,918.70	\$6,042.17	\$7,326.26	\$4,780.10
Year end balance	\$7,085.07	\$7,451.47	\$13,555.29	\$9,647.03	\$8,211.28
Change in 1 yr financial position	\$509.84	\$366.40	\$6,103.82	-\$3,908.26	-\$1,435.75

Notes: COVID-19 affected 2020-21; 2021-2022. 2023 fiscal yr: May 1 - Dec. 31 2023.



**FOR THE 11TH ANNUAL GENERAL MEETING (AGM) OF
FRIENDS OF GUILD PARK, THURSDAY, APR. 18, 2024**

Special Resolution: Waiver of annual audit:

Motion: To waive the requirement to conduct an independent financial review or audit of Friends of Guild Park's finances for the 2024 fiscal year.

The Board of Friends of Guild Park (FGP) recommends acceptance of this motion for the following reasons:

- Under current regulations, not-for-profit corporations with less than \$500,000 in annual revenue aren't required to conduct an annual audit or independent financial review. A financial audit/review isn't necessary due to the organization's limited revenue.
- The estimated cost of an independent financial review is about \$2,000. This expense would put FGP in a deficit position without a new source of substantial funding.
- Current financial reporting provides FGP members and directors with information required to monitor and manage the organization's operations.

Notes:

- FGP Members are required to approve this Special Resolution each year.
- To pass, this motion must be approved by at least 80% of eligible FGP members.