



McGill Community for Lifelong Learning

MINTUES OF THE ANNUAL GENERAL MEETING 2022-2023

March 31, 2023 at 11:35 a.m.

Via Zoom

Present: There were 78 members in good standing present. There were also 10 non-voting observers. See Appendix 1: Attendance list.

The president, Robert Winters, called the meeting to order at 11:42 AM.

1. Approval of the Agenda

Rick Jones made a motion to adopt the agenda. Nadine Ozkan seconded the motion. Carried.

2. Approval of the minutes of the 2022 AGM

Sid Rosen moved to adopt the minutes of the 2022 AGM. Jeff Sidel seconded the motion. Carried.

3. Report of Nominating Committee

Jeff presented the report of the nominating committee and proposed that it be adopted. Nadine Ozkan seconded the motion. The motion was carried. . Jeff proposes, Nadine seconds. to accept the nominations. Motion is carried. See Appendix 2.

4. Election of Council for 2023-24

There being no other candidates, all members were elected by acclamation. Robert Winters took a moment to thank members of Council who have served over the past year, and especially the ones who are leaving Council : Sid Rosen, Julie Wait, Leslie Paris and Honora Shaughnessy.

5. Volunteer of Year Award

Rick Jones presented the Volunteer of the Year award to Susan van Gelder. On behalf of Council, he thanked her for her extraordinary work with the Zoom hosts in particular.

6. President's Annual Report

Robert Winters gave his report. See Appendix 3.

7. Treasurer's Report

Sid Rosen presented the Treasurer's Report. See Appendix 4.

8. General questions and discussion

A number of questions and suggestions were discussed. In particular, members encouraged Council to continue to find ways to develop links with more diverse sectors of the population, that is, groups which are presently under-represented at MCLL. One suggestion was to more actively solicit lectures from some of these groups. There was also a suggestion to translate more of our documents concerning MCLL activities into French. Lorne Huston and Nadine Ozkan responded about current efforts underway to develop more dynamic relations with French-speaking groups.

9. Adjournment

Rick Jones proposed that the meeting be adjourned, seconded by Linda Sidel. The meeting was adjourned at 12:59 PM.

APPENDIX 1: LIST OF ATTENDEES – AGM 2023

	Last name:	First name:
1	Aberman	Liliane
2	Alexan	Nadia
3	Allums	Vicki
4	Appelman	Ed
5	Baines	Sandra
6	Batri	Salim
7	Beaton	Belinda
8	Berntson	Laura
9	Bialek	Mary
10	Bilefsky	Judith
11	Booth	Claire
12	Bracka	Michel
13	Brewer	Clive
14	Campey	Gordon
15	Chan	Marlene
16	Cili	Canan
17	Cohen	Thelma [Timmy]
18	Cooper	Sally

19	Covington	Barbara
20	Di Re	Salvatore
21	Doucet	Paul
22	Duchow	Sandra
23	Friedlander	Paula
24	Galler	Mark
25	Gravelle	Marie
26	Grunberg	Laura
27	Haslam	Norman
28	Herrington	Muriel
29	Hudson	Colin
30	Huston	Lorne
31	Jondahl	Caroline
32	Jones	Richard
33	King	Howard
34	Klein	Ana Maria
35	Kostyrsky	Gregory
36	Labonté	François
37	Lapa	George
38	Lindley	Susan
39	Linklater Appelman	Margaret
40	Loftus	Suzanne
41	Lord	Denise
42	MacLeod Rey	Barbara
43	Main-Oster	Catherine
44	Maksymiw	Nina
45	Moes	Elizabeth
46	Mongeau	Mary Ann
47	Moore	Brian
48	Moore	Katherine
49	Mutter	Christine
50	Neal	Christopher
51	Nolan	John
52	Ozkan	Nadine
53	Paris	Leslie
54	Percival Hilton	Victoria
55	Rigby	Ruth
56	Robinson	Elizabeth
57	Rosen	Sidney
58	Roth	Lorna
59	Rowat	Beverly
60	Ruel	Richard
61	Schneider	Wolfgang

62	Shaughnessy	Honora
63	Sidel	Jeff
64	Sidel	Linda
65	Skene	Tim
66	Speck	Audrey
67	Stier	Wendela
68	Strobach	Peter
69	Tees	Miriam
70	Thorvik	Astri
71	Tittler	Anne
72	van Gelder	Susan
73	Wait	Anthony
74	Wait	Juliet
75	Wares	Carol
76	Williams	Jean
77	Winters	Robert
78	Zlatar	Alicia

Non-Voting

1	Milic	Ana	MCLL
2	Balantzan	Berg	McGill Alumni Association
3	Bard	Ann Marie	McGill Alumni Association
4	Le Duc Kappu	Ulysse	U of M Architecture
5	Leslie	Cecilia	McGill Alumni Association
6	Ohberg	John	McGill Alumni Association
7	Olders	Henry	McGill Alumni Association
8	Toffel	Ann	McGill Alumni Association
9	Wolforth	John	MURA
10	Wong	Hoi Wa	McGill Alumni Association

APPENDIX 2: NOMINATING COMMITTEE REPORT – AGM 2023

The Nominating Committee was chaired by Sandra Baines, as past president, and included Susan Biggs, Volunteer Coordinator, Claire Booth and Denise Lord.

Below is the slate of members recommended by the Nominating Committee for the various positions on Council

ONE YEAR MANDATE

President	Rick Jones
Vice-President	Chris Neal
Past-President	Robert Winters

TWO YEAR MANDATE

The positions proposed for a two-year mandate are as follows (June 2022-June 2024)

Curriculum	Ana Maria Klein
Development	Tony Wait
Treasurer	Jeff Sidel
Community Outreach	Sandra Baines

CONTINUING

The following positions are continuing for the second year of their first two-year mandate.

Communications	Nadine Ozkan
Special Events	Linda Sidel
Secretary	Lorne Huston
IT Coordinator	Tim Skene
Volunteer Coordinator	Astri Thorvik & Sandra Baines

APPENDIX 3 : PRESIDENT'S REPORT – AGM 2023

Robert Winters

MCLL's strength is its people. As we are a volunteer organization, those who step forward and agree to take on leadership positions are to be congratulated. I have been very fortunate this year to lead a team of fine individuals who brought substantial energy and intellectual abilities to help MCLL thrive.

To start, vice-president Rick Jones has been everything anybody could want in a vice-president. His wise counsel and boundless energy made him a perfect fit for this role. He took on leadership roles easily.

For example, he led the team that worked with a key McGill partner, the McGill University Retiree Association, to develop a five-part series of lectures this year that brought together five world-class researchers in the field of mental health. He also worked closely with me as we built our relationship with the McGill alumni association, another key McGill partner, including an article about MCLL in the alumni magazine last fall that reached hundreds of thousands of alumni members.

Past president Jeff Sidel helped lead the Members' Forum last fall, a major event held every two years in which members come together to find solutions to problems that we face. As well, Jeff was always happy to help figure out solutions to problems I was facing in a very supportive way. His role as chair of the Nominating Committee has also been very significant as this committee has come up with excellent individuals who will be joining Council in June.

Treasurer Sid Rosen has been a rock for me this year as we worked closely together to deal with the complex financial issues we faced coming out of the pandemic period.

Sandra Baines and Astri Thorvik have played a key role in organizing volunteers for the office after the resignation of long-time organizer **Susan Biggs**, whose services were much appreciated.

Curriculum committee chair Julie Wait led a dynamic team to come up with innovative and strong study groups and lectures. She recently led a moderators' discussion session to look at what issues moderators face and help figure out how to deal with them. As a former MCLL president, Julie has also provided very valuable advice to our leadership team.

Outreach committee chair Lorne Huston has provided strong leadership in this key area for MCLL as we reach out to other organizations to examine collaboration opportunities. Lorne has also served skillfully as Council secretary, a difficult task he has accomplished very well.

Development committee chair Tony Wait has played a major leadership role in organizing our fundraising activities, including the recent McGill24 campaign which raised more than \$11,000.

Communications committee chair Nadine Ozkan has been a dynamic leader in this key domain, taking on major projects such as organizing our Ebulletin and Newsletter, key ways in which we communicate with our members.

Nadine has also been her committee's liaison with MCLL's Short Videos Project which features short interviews with seven of our members. The editing of the videos by Frank Roop, director of McGill's multimedia studio, is near completion, and they will be posted on our website in the next few weeks.

This work is being done by Julie Roussy a designer with McGill's graphic design team. Those featured in the short video interviews are: Nadine herself, a former artificial intelligence specialist, Gordon Campey, MCLL's long-time photographer; Elizabeth Robinson, a doctor who has worked with the Cree in northern Quebec; Miriam Tees, who recently celebrated her 100th birthday, as noted in a CTV report; Francois Labonte, a member of the Curriculum committee; Martin Coles, former chair of the IT committee; and Denis Thompson, a former top officer in Canada's military. Julie Wait and Sandra Baines have served on the committee that oversaw the choice of individuals for this project. Ana Milic was instrumental in MCLL obtaining a \$2,000 grant from the Quebec Anglophone Heritage Network to help fund this project.

IT committee chair Tim Skene has played a very valuable role in overseeing the implementation of our hybrid classrooms, including work on the project to proceed with phase 2 of hybrid by adding Zoom facilities to our other two classrooms.

This project, at a cost of almost \$30,000, is being paid for by SCS, for which MCLL is very grateful. This is an example of the exceptional generosity of SCS toward MCLL under the leadership of Dean Carola Weil.

Tim has also been very active as chair of a committee that has been working on making our classrooms more comfortable and accessible for our members. After an extensive study, Tim's committee recommended that we purchase new chairs for our four classrooms as well as the lounge, whose furniture needed updating. Council has decided to go ahead with this move to make our classrooms more attractive to our members as they return to the classroom now that the pandemic has subsided.

These new comfortable chairs are to appear in our classrooms in the next few weeks. Once they arrive, come and enjoy a coffee from our new coffee machine while you try out our new chairs in the lounge and chat with other members. And the in-class experience should be much more comfortable once the new chairs are in place.

Leslie Paris and Honora Shaughnessy have played a major role as co-chairs of our Planning and Membership committee, an important committee as MCLL asks itself how to build its membership in the post-pandemic period. They have been overseeing how the recommendations of the Members' Forum last fall are being evaluated and implemented, along with Rick Jones, who is representing MCLL's executive in this process.

Linda Sidel has led the organization of several major excellent events for members, including the successful holiday dinner.

I would like to give a special thanks to Ana Milic for her dedication, intelligence and organizational abilities. Ana's role at MCLL is invaluable and we are very fortunate to have her working with us.

Sally Cooper also deserves an enormous amount of gratitude for her skills, dedication and endless energy.

I also would like to tell you about a special motion of thanks that your Council passed at its March meeting.

This motion was passed unanimously after Council members voiced their appreciation for the significant support shown by McGill's School of Continuing Studies as MCLL strives to rebuild its membership in this key post-pandemic period.

The McGill Community for Lifelong Learning extends its sincere appreciation to Carola Weil, Dean of McGill University's School of Continuing Studies, for providing funding for Phase 2 of the installation of hybrid facilities for our classrooms, at a cost of close to \$30,000.

As well, MCLL extends its appreciation to Dean Weil for SCS's decision to not charge rent for the 2022-23 and 2023-24 fiscal years, and to reduce its administrative fee to six per cent instead of 12 per cent for both fiscal years. As MCLL strives to rebuild its membership to pre-pandemic levels, SCS's significant support is deeply appreciated.

I can assure you that MCLL does not take SCS's generous support lightly. We will continue to do everything we can to strive for excellence in the field of later-life learning as an integral part of McGill's School of Continuing Studies.

APPENDIX 4: TREASURER'S REPORT – AGM 2023

TREASURER'S REPORT TO THE MCLL ANNUAL GENERAL MEETING ON MARCH 31, 2023

The fiscal year for MCLL ends April 30, in coordination with McGill who provide the accounting services for MCLL. Therefore, financial information for year ending April 30, 2023 is based on actual results to February 28 plus estimates of income and expenses for the balance of the fiscal year.

STATEMENT OF OPERATIONS

Total revenue for fiscal 2023 is expected to be about 8% lower than fiscal 2022. Study Group registrations are down 5.6% compared to 2022 notwithstanding the opening of classrooms to in person attendance, although under Covid restrictions. Due to rising costs and to remain fiscally prudent we raised membership fees by \$10 to \$120 starting with winter registration. Registration for Lectures are down significantly with anticipated revenue down 35% from 2022.

Expenses for fiscal 2023 are expected to be \$5,145 higher than in fiscal 2022, however expenses totalling \$7,460 incurred in fiscal 2022 were actually paid and expensed in fiscal 2023.

The budget for the year ending April 30, 2024 has been prepared conservatively considering our experience over the last few years. However, with the elimination of restrictions that were in place during fiscal 2023 for in person attendance, finances could improve significantly if member registrations reach pre-covid levels.

OTHER FUNDS

The source of money for the Special Purpose Fund is donations from members and third parties to pay for major expenditures for facilities used by MCLL, other than day to day expenses. The two endowment funds generate interest which can be used for non-recurring operating expenses. The interest from the Fiona Clark Bursary provides a scholarship to a qualifying SCS student.

**MCGILL COMMUNITY FOR LIFELONG LEARNING
STATEMENT OF OPERATIONS
FOR FISCAL YEARS**

	2022	2023	2024
	ACTUAL	FORECAST	BUDGET
REVENUE			
STUDY GROUPS			
Spring registration	35,640	30,580	33,360
Fall registration	37,730	42,680	46,560
Winter registration	42,570	39,480	39,480
	115,940	112,740	119,400
LECTURES	24,610	16,000	16,000
TOTAL REVENUE	140,550	128,740	135,400
EXPENSES			
Salaries and Benefits	80,624	84,584	82,921
Office Expenses	12,020	13,439	24,729
Overhead	33,732	33,498	29,347
TOTAL EXPENSES	126,376	131,521	136,997
NET PROFIT (LOSS)	14,174	(2,781)	(1,597)
SURPLUS			
At beginning of year	61,916	76,090	73,309
At end of year	76,090	73,309	71,712

**McGILL COMMUNITY FOR LIFELONG LEARNING
OTHER FUND ACTIVITIES
FOR FISCAL YEARS**

	2022 ACTUAL	2023 FORECAST
SPECIAL PURPOSE FUNDS		
Opening Balance	115,820	141,430
Donations Received	34,710	28,000
Spent	(9,100)	(48,616)
Closing Balance	141,430	120,814
WEBSTER ENDOWMENT FUND 1		
Interest earned	5,289	5,592
Spent		
Increase in Capital	5,289	5,592
Capital at beginning of year	115,881	121,170
Capital at end of year	121,170	126,762
WEBSTER ENDOWMENT FUND 2		
Interest earned	6,757	7,145
Spent		(4,818)
Increase in Capital	6,757	2,327
Capital at beginning of year	134,904	141,661
Capital at end of year	141,661	143,988
FIONA CLARK BURSARY		
Interest earned	1,001	1,020
Spent	(1,000)	(1,000)
Increase in Capital	1	20
Capital at beginning of year	25,396	25,397
Capital at end of year	25,397	25,417