

ASPECT 2021-2022 Annual General Meeting Minutes

Thursday, May 18, 2023

Held Virtually



Attendees:

Laura Midan	Archway Community Services
Tania Quigley	Arrow & Slocan Lakes Community Services
Alice Van Blokland	Beacon Community Services
Tricia Gueulette	Beacon Community Services
Kim Lauritsen	Community Futures North Okanagan. / ASPECT Director
Afreen Barkat	Community Futures Thompson Country
Delia Meinhardt	Developmental Disabilities Association - Jobs West
Kirsty Peterson	Diversecity
Danica Isherwood	Douglas College -Training Group
Martin Beach	ETHOS Career Management Group Ltd.
Peter Bailey	Free Rein Associates
Belinda Clarke	Hecate Strait Employment Development Society
Aaron Clausen	Island Work Transitions, Inc.
Jocelyn Carver	Kootenay Career Development Society
Beth Hurst	Kootenay Employment Services
Mary Tecson	LCSS
Camilla Bastos	March of Dimes Canada
Karen Reid	March of Dimes Canada
Diana Dufour-Zand	Mission Community Skills Centre Society
Stephen Evans	Mission Community Skills Centre Society
Leila Balmoral	Neil Squire Society
Tanya Carre	NexusBC
Abby MacNeish	NexusBC
Shannon Baikie	North Island Employment
Chris Callanan	North Island Employment
Donna Desmet	North Island Employment
Liana Mayhew	Obair Economic Society
Coreen Jenner	Okanagan Training Development Council
Calum Scott	Pacific Community Resources
Ish Kumar	Progressive Intercultural Community Services (PICS) Society
K. C. Chau	Progressive Intercultural Community Services (PICS) Society
Sugun Kaura	South Okanagan Immigrant and Community Services
Val Meaney	Val Meaney and Associates
Courtney Hayhurst	WDCS North
Victoria Tudor	WDCS North
Lori Forgeron	Workforce Development Consulting Ltd. dba WDCS North Ltd.
Laura Heagy	Workforce Development Consulting Services of Northern BC



Therea Pelton	Yellowhead Community Services Society (Work BC Clearwater)
Lynne Brisdon	YMCA of Greater Vancouver
Etab Saad	YWCA Metro Vancouver

Staff: Janet Morris-Reade

1. **Call to order:** 10:31 am by Val Meaney, President
Kim Lauritsen, ASPECT Secretary, confirmed that we have reached quorum for the meeting.
2. **Approval of the Minutes** from April 19, 2022 AGM.

Motion: To accept the minutes of the April 19, 2022, ASPECT Annual General Meeting
First: Kirsty Peterson
Second: Lori Forgeron
Carried

3. **President's Report** (Val Meaney)

As I complete my fourth and final year as ASPECT's President, I am so grateful to have had the privilege of being part of the board of such an impactful organization. The outstanding work of this board, our CEO and our membership leaves me with a resounding sense of pride.

The last four years have seen unprecedented events. From the start through to the end of the pandemic; record rates of inflation; and structural labour market change; our sector has responded with innovation, excellence in client service and a drive to continue to work to support unemployed people and employers to succeed in this changing world of work.

I am proud of our work in delivering our latest strategic plan. With our members and the clients they serve in mind, ASPECT's promise to you is to deliver exceptional membership value and engage with members through advocacy and programming. We will continue to offer many opportunities for you to express yourselves and put your expertise to work to remind funders and policymakers that we are the collective voice of our clients, local employers, and communities.

These have been especially hard times for employment sector workers. The situation is critical for our sector as we face unprecedented staff shortages and the pressures of the changing labour market. ASPECT continuously works with our government colleagues to ensure that our members have the tools and resources to adapt to the changing employment landscape. In this ever-changing labour market, ASPECT's role increasingly focuses on informing policy and funding as we move into a post-pandemic world.

We are fortunate to rely on our tireless CEO, Janet, who continues to demonstrate leadership in seizing opportunities to advocate for our sector and represent our members with great fervour.



Thank you to the ASPECT staff, who have prioritized our members' needs and devised innovative ways to keep our association running. Thank you to our members who continue to support and inform us.

Thank you to our board members, who are passionate and tireless about the work we do. They volunteer their time for meetings, strategic planning workshops, and anything else they are asked to do, all the while doing the work of running their organization in their communities.

Interesting times can bring out the best in us. Interesting times have brought out the best in us this year, generating opportunities to collaborate and advocate while building our collective voice. Thank you for believing in the work we do and for keeping up the good fight.

I am grateful to have had the opportunity to be the President of this board of directors, and I will remain a loyal ASPECT member and support to the board and our sector. Thank you for all that you do!!

4. **Treasurer's Report** (Tricia Gueulette)

It is my pleasure to report the ASPECT financial report for the 2021-2022 fiscal year.

As we move through the pandemic, we saw an end to federal government subsidies and a return to finding ways to fund ASPECT's important advocacy work in support of its members. We continue to develop new ways to remain viable while providing leadership, learning opportunities, and community development in our sector.

ASPECT completed a financial review through Sterling Stanford, Chartered Professional Accountants. They found that the financial statement fairly represents the organization's financial position. This document is available upon request.

BALANCE SHEET

At fiscal year-end, ASPECT had assets of \$590,690, primarily in cash (\$509,264). The organization has liabilities of \$101,551, leaving \$489,139 in net assets, which is a very healthy balance sheet.

DEFICIT REVIEW

In the fiscal year 2021-2022, ASPECT ran an operating deficit of \$36,810. Although the plan had been to run a deficit during the year, this deficit is over \$20,000 lower than anticipated. ASPECT continues to find ways to reduce its operating costs while offering high-value services to its members.



PLAN for 2022-2023

In 2022, we undertook a community analysis to ensure that ASPECT was meeting the needs of its members while also looking for opportunities to grow. Last June, the board of directors created a strategic plan and a new business plan. Moving forward, the board has decided to allocate some of ASPECT's reserves to build capacity by hiring new staff to fill communications and program development positions. We will continue our work creating professional development opportunities, including an in-person conference, much-needed research to inform our advocacy work, and finally, growing our membership to ensure that ASPECT represents all voices in the sector.

Motion: To approve Non-consolidated Financial Statements (Unaudited) as of September 30, 2022.

First: Tricia Gueulette
Second: Kirsty Peterson
Carried

5. **Appointment of the Auditors** (Tricia Gueulette)

Motion: To appoint Sterling Stanford as auditors for fiscal 2022-2023

First: Tricia Gueulette
Second: Kim Lauritsen
Carried

6. **Introduction of the 2022-2022 Board of Directors** (Val Meaney)

Val Meaney thanked the following board members for their service to ASPECT.

Peter Bailey
Free Rein Associates
Director & Regional Rep: Fraser Valley

Deborah Bromley
Ethos Career Management Group
Director & Regional Rep: Vancouver Island

Lori Forgeron
Workforce Development Consulting Services North
Director & Regional Rep: North
Currently serving as Vice President



Tricia Gueulette
Beacon Community Services
Director & Regional Rep: Vancouver Island
Currently serving as Treasurer

Raj Hundal
Progressive Intercultural Community Services Society (PICS)
Director & Regional Rep: Vancouver Coastal & Fraser Valley

Kim Lauritsen
Community Futures North Okanagan
Director & Regional Rep: Interior
Currently serving as Secretary

Valerie Meaney
Val Meaney and Associates
Director & Regional Rep: Vancouver Island
Currently serving as President

Kirsty Peterson (new board member)
DiverseCity
Regional Rep: Mainland/Southwest

7. **Election of the Board Members** (Val Meaney)

Val Meaney, President, introduced the slate of nominees for 2023-2024 Board of Directors:

Peter Bailey
Free Rein Associates
Director & Regional Rep: Fraser Valley

Deborah Bromley
Ethos Career Management Group
Director & Regional Rep: Vancouver Island

Tricia Gueulette
Beacon Community Services
Director & Regional Rep: Vancouver Island

Raj Hundal
Progressive Intercultural Community Services Society (PICS)
Director & Regional Rep: Vancouver Coastal & Fraser Valley



Coreen Jenner
Okanagan Training and Development Corporation
Director & Regional Rep: Thompson-Okanagan & Kootenay

Valerie Meaney
Val Meaney and Associates
Director & Regional Rep: Vancouver Island

Motion: To accept the slate of nominees to stand as directors to the Association of Service Providers for Employability and Career Training.

First: Kim Lauritsen
Second: Shannon Baikie
Carried

8. **CEO's Report** (Janet Morris-Reade)

I'm delighted to provide you with my CEO report this year. The 2021-2022 fiscal year continued to be busy as we continued with previous projects, started with some new ones, and ramped up our advocacy and community-building work. At the centre of everything we do is our mission to support sector organizations to deliver services so everyone can find meaningful and sustainable employment.

Although the weekly member meetings of the pandemic changed to monthly meetings, we needed to make time for our rural and remote consultations, our WorkBC white paper project, and for opportunities for our members to participate in consultations such as the one we had with CERIC where we collaboratively created the employer toolkit called [10 Ways Employers Can Address Their Talent Needs by Partnering with Career Development Professionals](#).

If you were to add all our member meetings, not including the professional development opportunities, the ASPECT Conference, sub-committee meetings, and board meetings, we hosted 51 virtual member meetings in the fiscal 2021-2022 year. This level of engagement and continued support from the experts -- our members -- is unprecedented in the world of member-based organizations. Everything we heard from you has informed our advocacy work, so much so that ASPECT has gained even more respect from our political and public-service colleagues looking for ways to meet the needs of our current dynamic labour market.

ASPECT has worked hard to be at every table to contribute to the needs of the employment sector. In 2021-2022, we were involved in many of the issues through our work on the boards and committees such as the Social Service Sector Roundtable Reference Group, BC Prior Learning Action Network, the Canadian Coalition of Community-Based Employability Trainers, and CERIC, just to name a few.



In November 2021, we hosted our second virtual annual conference that attracted over 200 delegates offering 26 learning sessions. The online format allowed delegates to “attend” sessions that were scheduled simultaneously by watching recordings after the conference. We also provided professional development opportunities on diversity, equity, and inclusion in employment programs.

*None of this would matter if we didn’t tell you about it. In the 2020-2021 fiscal year, we published 45 editions of *Aspectives*, and within that, I have published 27 CEO blogs. ASPECT also sent out 21 member updates to ensure that you were aware of what is happening in the sector and to provide you with opportunities to collectively comment on it.*

I want to share my deepest gratitude to the ASPECT board of directors for their support throughout the year and now. They have shown up for member meetings, brainstormed ideas, supported me, and worked well together to put the needs of the collective ASPECT members before their own. Special thanks to Val Meany, ASPECT president, for her calm and insightful guidance. Maintaining the output level for our tiny team has been a challenge, but with Val’s support and that of the board of directors, we can do so much!

I want to thank our ASPECT operations manager, Jennifer Nichol, for her unwavering dedication to ASPECT and our work. She has been ensuring that ASPECT members are supported while we implement new ideas and programs. Her innovation and resilience are awe-inspiring.

Finally, I would like to thank you, the ASPECT members. You have participated in our action committees, webinars, and virtual calls and contacted me individually. I value your kudos and constructive feedback, which continues to inform the work I do on your behalf and, most importantly, the work you do on behalf of your clients.

9. **Special Resolution**

Val Meaney outlined the reason for the request for a special resolution.

Prior to 2016, common law and cases did not permit societies to hold virtual/electronic general meetings. With the pandemic, a Ministerial Order explicitly allowed societies to hold such meetings for the duration of the COVID-19 pandemic, regardless of their bylaws.

The Finance Statutes Amendment Act (May 6th, 2021) repealed Order M116, and further amended the Societies Act regarding the processes for virtual/electronic meetings.

From April 21st, 2020 to May 6th, 2021, societies could only hold general meetings by electronic means, and so could only vote by such means.

Because of the provincial reach of ASPECT membership, we are asking to change the ASPECT Bylaws to allow for continued electronic meeting attendance so that all members of the



association are able to participate in the Annual General Meeting. We are making this request in line with Section 76 of the [BC Societies Act](#).

Within the current ASPECT Bylaws, there is no provision stating meeting location; therefore, we are asking to add the following as section 3.12 of the ASPECT Bylaws to clarify this provision:

1. A general meeting must be held at the time, place and by what means, the Board determines.
2. The board may determine, in its discretion, to hold any general meeting in whole or in part by electronic means, so as to allow some or all members to participate in the meeting remotely. Where a general meeting is to be conducted using electronic means, the board must take reasonable steps to ensure that all participants are able to communicate and participate in the meeting adequately and, in particular, that remote participants are able to participate in a manner comparable to participants present in person, if any.
3. Persons participating by permitted electronic means are deemed to be present in person at the general meeting.

Motion: To accept the revisions to the ASPECT bylaws by adding section 3.12 to allow for virtual meetings.

First: Raj Hundal
Second: Tricia Gueulette
Carried

10. **Adjournment** (Val Meaney)

Val Meaney thanked the ASPECT staff and board members for their work. She also thanked the ASPECT members for their commitment to ASPECT and the sector.

Motion: That the ASPECT 2021-2022 Annual General Meeting be adjourned at 10:56 am.

First: Kim Lauritsen
Second: Kirsty Peterson
Carried