

HAMILTON JEWISH FAMILY SERVICES

Minutes - ANNUAL GENERAL MEETING

Tuesday, June 25, 2024 7:00 pm via Zoom

Cindy Mark, Chair of the Board welcomed and thank everyone for attending the meeting and notified that this meeting is being recorded.

Approval of Agenda

Moved by Paul Roth the agenda as presented by approved. Seconded by Carol Adler

Approval of Minutes

Two sets of minutes were circulated for approval:

- i. AGM Minutes – June 13, 2023
- ii. Special Members' Meeting – February 6, 2024

MOTION: Moved by Gord Garshowitz that the minutes of the AGM on June 13, 2023, be approved as circulated. Seconded by Rachel Bernholtz.

Passed unanimously

MOTION: Moved by Susan Roth that the minutes of the Special Members Meeting held on February 6, 2024, be approved as circulated. Seconded by Greg Matusovsky.

Passed unanimously

Executive Director's Report

Cara Bensimon presented the ED report. Report highlights (full report on file)

Leadership & Financial Turnaround - Financial stability achieved through

- Focus on financial wellness
- Preservation of core programs and services
- Interim leadership bringing fresh perspective
- Shifting to a true-cost financial model

Program Highlights:

Food Security:

- Food insecurity linked to broader systemic issues
- 25% increase in food bank usage in key wards
- 917 total food bank visits (690 in-person, 227 deliveries)
- 30,960 lbs of food distributed

Seniors Program:

- Seniors make up 26.8% of the Jewish community in Hamilton
- Strategic planning and grant applications for program expansion
- New monthly calendar of events launching Fall 2024

Grants:

- 44 grant applications submitted (\$1.3m requested)
- \$380,000 confirmed to date

- Funding used for food bank upgrades, seniors programming and security

Administration:

- Completed complex 2022-23 audit
- HR audit and policy/manual updates are underway
- Insurance policies reviewed and renewed
- Hired fractional CFO and bookkeeping services for improved financial accuracy

Cara thanked and expressed her gratitude to the donors, funders, and community partners for their support of HJFS.

Approval of Audited Financial Statement FYE2024

Greg Matusovsky presented the audited financial statements for the year ending March 31, 2024, which were prepared by Vine & Partners, LLP. Despite a transitional year marked by organizational changes, the agency saw improvements in financial health and stability

Total Revenue: \$847,000 — consistent with the prior year.

- Major support came from the Hamilton Jewish Federation (\$386,000).
- Food bank donations and grants totaled \$140,000 (slightly down from last year).
- Government grants increased to \$128,000.
- A new \$91,000 United Way grant (Community Services Recovery Fund) provided critical support.
- Other revenue streams also saw modest increases.

Program Expenses: \$390,000 — lower than the previous year, with careful management across direct costs, subcontracted labour, and wages.

Cash & Investments:

A question was raised regarding the drop in short-term investments from \$150,000 to \$0. It was clarified that:

Funds were reallocated to cover leasehold improvements (\$60,000) and government loan repayment (\$40,000).

- Remaining funds were transferred to cash, reflected in the 2024 balance of \$81,000.

MOTION: Moved by Greg Matusovsky the accept and approve audited financial statements for FYE2024 as presented. Seconded by Clareta Schoenberg.

Passed unanimously

Approval of Vine & Partners, LLP as Auditors for 2024-25

MOTION: Moved by Greg Matusovsky to appoint Vine & Partners LLP as auditors for Hamilton Jewish Family Services for fiscal year 2024-25. Seconded by Carol Adler.

Passed unanimously

Ratification of Amended Bylaws

Gord Garshowitz presented the amended bylaws to the members, highlighting several changes made for clarity and ease of implementation. The first change was the inclusion of a definition for a 'registered volunteer' in the bylaws, which was in response to a question raised at the previous annual general meeting. Other changes included the substitution of 'bank' with 'financial institution' to allow flexibility in financial decisions, the rewording of 'resolution' to 'special resolution' to indicate extraordinary business, and adjustments to the language related to the preparation and maintenance of meeting agendas. The aim of these changes was to simplify processes for the board and staff, particularly those handling financial matters.

MOTION: Moved by Gord Garshowitz to approve the amended bylaws as presented.
Seconded by Jeff Levy.

Passed unanimously

Approval of Restated Articles of Incorporation

Gord Garshowitz presented the revised Articles of Incorporation which had been developed by the Governance Committee to ensure HJFS complies with the new Not for Profit government legislation.

A discussion was held regarding the articles as presented and it was decided to amend the Restated Articles of Incorporation to include the following wording:

Under #4 – The objects for which the corporation is incorporated are: shall include after surrounding communities, **that do not have their own Jewish Family Services,**

AND to include **Employment Services**

MOTION: Moved by Gord Garshowitz to approve as amended the Restated Articles of Incorporation. Seconded by Jeff Levy.

Passed unanimously

Cindy Mark thanked the Governance Committee for all their hard work and time put into preparing these documents for the agency.

Appointment of Directors 2024-25

Cindy Mark presented the following individuals as Board of Directors of HJFS for 2024-25

Carol Adler
Michelle Daleo
Rabbi Miriam Wajnberg
Gord Garshowitz
Laura Herman
Adrian Jaspen
Geraldine Katz
Phil Kriszenfeld
Jeff Levy
Cindy Mark
Iris Rinkoff

MOTION: Moved by Gord Garshowitz to approve the Board of Directors Slate for 2024-25 as presented. Seconded by Carol Adler

Passed unanimously

Meeting Adjourned