



## CANFRO

### Minutes of Annual Meeting September 15<sup>th</sup>, 2014

**Present:** Virginia Bartley, Penelope Hopkins, John Rollins,  
Alvin Starkman, Duane Webster, Lynda Wilde

**1. Call to Order**

Penny called the Annual Meeting to order at 5:15 PM, following the regular Board Meeting.

**2. Approval of Agenda**

*Motion by Duane (John) to approve the Agenda as circulated.*

*Motion carried*

**3. Approval of Minutes for 2013 Annual Meeting**

*Motion by Lynda (John) to approve the Minutes of the 2013 Annual meeting, as circulated.*

*Motion carried*

**4. Business Arising from the Minutes**

None

**5. President's Report**

Penny noted formally CANFRO's fully operational status, Ontario government and federal, CRA approvals have been received. She reported on the enormous progress that has been made, arranging donations and processing disbursements in two currencies, through two countries, to six projects. She offered special thanks to all Project Managers and to John, for his hard work as Treasurer.

*Motion by John (Duane) to accept the President's report.*

*Motion carried*

**6. Vice-President's Report**

None

**7. Project Managers' Reports**

- (a) The Book Project
- (b) The Tutor Project
- (c) The Advanced Education Project

Lynda reported that all projects were essentially up and ready to run. She has received donations to each one and will seek approval to disburse funds before the year's end.

- (d) The Women's Project
- (e) The Hearing Aid Project

Alvin had no formal report to offer at this early stage.

- (f) The School Sponsorship Project
- (g) The Food Project

Penny reported that the School Sponsorship project had its high activity season from April through June. There are currently 27 sponsorships, including one to a student going to medical school.

The Food Project is well under way with students receiving a nutritious daily meal at CEI.

*Motion by Virginia (Lynda) to accept the Project Managers' reports.*

*Motion carried*

**8. Treasurer's Report**

John provided the latest income and expenses figures for the fiscal years of 2013 and 2014. He noted that the CRA return is due annually within six months of CANFRO's year-end, and he will file it in October.

*Motion by Duane (Lynda) to accept the Treasurer's report*

*Motion carried*

**9. New Business**

Penny raised the matter of the percentage to be charged from each donation for administrative fees. It is currently 5% and covering expenses to date.

*Motion by Virginia (Duane) to set the administrative fee at 5% for the next fiscal year.*

*Motion carried*

*Motion by John (Virginia) that the matter of having an audit be deferred.*

*Motion carried*

*Motion by John (Virginia) that the matter of having insurance coverage be deferred.*

*Motion carried*

## **10. Election of Officers and Directors**

Board members agreed that, while CANFRO is still operating its early stages, the slate of elected officers and directors should remain as follows:

President: Penny  
Treasurer: John  
Secretary: Virginia  
Director: Lynda  
Director: Duane  
Director: Alvin

*Motion by Penny (Virginia) to approve the above-noted slate of officers and directors.*

## **10. Next Annual Meeting**

The next Annual Meeting is tentatively set for September 14, 2015, Kingston.

## **11. Adjournment**

*Motion by Duane (John) to adjourn the 2014 Annual Meeting.*

*Motion carried*