

ANNUAL GENERAL MEETING
Tuesday August 25, 2020 7:00PM
APPROVED MINUTES

Location: Zoom Web-based Meeting

Board Members: John Formosa, Simone Stock (not in attendance), Chris Diceman, Sarah Doucette, Mat Scolozzi (not in attendance), Tarang Khare, Luana DiCandia (not in attendance), Esme Markle, Catherine Murray, Gayle Christie, Ana Sainz

Chair: John Formosa

Minutes Transcribed By: Catherine Murray

Meeting Opened: 7:13pm

Introduction by Sarah Doucette

- i. Opening remarks and thanks to everyone for attending
- ii. Recognition of City Members: Doug Bennet of City of Toronto Partnership office, Dusha from Councillor Gord Perks' office; Sara Street, Executive Director of High Park Nature Centre; Bhutila Karpoche, NDP MPP for our riding
- iii. Recognition of volunteers and zookeepers, and the Board of Directors

1. Welcome & confirmation of quorum

- Catherine took attendance – attached as Schedule "A"
- Twenty (20) members are in attendance, and quorum is confirmed.

2. Meeting called to order and approval of Agenda

Motion to approve agenda. Moved by: Sara Street. Seconded by: Sarah Doucette. Motion carried.

3. Approval of minutes from Annual General Meeting, April 14, 2019

Motion to approve minutes. Moved by: Robin. Seconded by: John. Motion carried.

4. Vision, Mission, Values

- John stated the FHPZ's Vision, Mission and Values
- Vision: to keep the zoo running and free
- Values: Accountable, Professional, Collaborate, Community-Oriented.

5. and 6. Charitable Status Application

- Catherine walked through the reasons for applying for charitable status, and the proposed changes to the FHPZ Operating By-Law and Letters Patent
- Motions:

BE IT RESOLVED THAT:

1. The resolution adopted by the Board of Directors approving the Amending Bylaw is hereby approved, ratified, and confirmed;

2. The Amending Bylaw is hereby approved;
3. In the event that minor amendments are required to be made to the provisions contained within the Amending Bylaw as set out above, subject to first obtaining advice from legal counsel for the Corporation, the Chair and the Secretary of the Corporation are hereby authorized to make such minor amendments as may be necessary to the Amending Bylaw;
4. The Chair and the Secretary of the Corporation are hereby authorized to sign the said Amending Bylaw on behalf of the Corporation.

BE IT RESOLVED THAT:

1. The resolution adopted by the Board of Directors approving the Application for Supplementary Letters Patent is hereby approved, ratified, and confirmed;
 2. The Application for Supplementary Letters Patent is hereby approved;
 3. In the event that minor amendments are required to be made to the provisions contained within the Application for Supplementary Letters Patent as set out above, subject to first obtaining advice from legal counsel for the Corporation, the Chair and the Secretary of the Corporation are hereby authorized to make such minor amendments as may be necessary to the Application for Supplementary Letters Patent;
 4. The Chair and the Secretary of the Corporation are hereby authorized to sign the said Application for Supplementary Letters Patent on behalf of the Corporation and to submit the same to the Ontario Ministry of Government Services, and such other governmental authorities as may be necessary for approval.
- Motion to approve changes but with “flora and fauna” instead of “wildlife” brought by Sarah Doucette; seconded by Catherine

7. Election of 2020 Board of Directors

- Re-election of Board Member of additional 1-year term:
 - i. Mat Scolozzi
 - ii. Catherine Murray
- Election of new Board Members for 2-year terms:
 - i. Amy Strizic
 - ii. Melanie Fernandez
- Motion to elect the Directors. Moved by: Ana; Seconded by: Sara Street. Motion carried.
- Current Board Members with a 1-year term remaining:
 - i. John Formosa
 - ii. Simone Stock
 - iii. Chris Diceman
 - iv. Esme Markle
 - v. Ana Sainz

vi. Sarah Doucette

- Ex-Officio City Councillor Gord Perks

8. Financial Statements and Auditor's reports

Motion to approve 2019 draft financial statements. Moved by: Ana; Seconded by: Sara Street.
Motion carried.

9. Appointment of Auditor for 2020

Chris reported that the Board is generally satisfied with the work of the existing auditors (Sloan LLP).
Motion to allow the Board to tender the work out and either choose new or existing auditors for 2020. Moved by: Sarah Doucette; Seconded by: Grace. Motion carried.

10. Reports

① Report from the Chair:

- Master Plan - Enhance & Sustain
 - i. Operating Fund – Programming, e.g., grant applications and capital (short term)
 - ii. Capital Fund – Enhancement, e.g., Master Plan, benches, Llama Pen, corporate sponsors (medium term)
 - iii. Endowment Fund – Sustainability, e.g., foundation and legacy donors (long term)
- Fundraising Strategy:
 - Government; Corporations; Foundations; In Kind; Community.
- Master Plan Phasing
 - Phase 1: \$4.2M, Llama building, washroom facilities, Deer Pen Rd, green initiatives, building remediation, stormwater management
 - Phase 2: \$8.3M, animal exhibit upgrades, accessibility upgrades, First Nations exhibit, small playground, entry gates & signage
 - Phase 3: \$10.1M, exhibit upgrades 2, accessibility upgrades, entry gates/signage, new animal pavillion

② Report from the Treasurer:

- Chris walked through financial highlights
- Net income up 80.4% to \$55K, driven by lower expenses (no Gala) and a 4.5% increase in revenue
- Increase in professional expenses (charitable status application and HST advice)
- Net cash flow from operating activities up 17.3% from 2018 to \$47,564
- About 42% or \$37K of revenue was collected at the Llama Exhibit and in donation boxes
- Development costs increased by 80.6% to \$48,019
- Approved Llama Building Project Budget of \$746K in hard costs
- Attendance: consistent with previous years at 600,000 (except year of the PanAm games).
- Chris discussed Funding and costing for Phase One (Llama Building) and Phase Two (Deer Pen Trail)

③ Report on Construction

John provided an update on construction

□ Phase One (Llama Building)

- Permits, funding and contractors secured; construction to take place between September 1, 2020 and April 1, 2021

□ Phase Two (Deer Pen Trail)

- In the fundraising and implementation stage

④ Report on Grants and Sponsorships

- Ana outlined grants awarded and declined in 2019 and 2020
- Awarded grants for 2020: Meridian (\$1,000), High Park Western Beaches (\$8,896.67) and Honey Family Foundation (\$50,000)
- Awarded grants for 2019: Griggs Family Foundation (\$4,000); Honey Family Foundation (\$16,000)
- Experiencing challenges recently with fundraising due to:
 - No charitable status;
 - focus on national versus regional or local causes; and
 - Focus on health care fundraising

⑤ Report on Events

- Ana outlined the High Park Zoo events held since April 2019
- Objectives were to raise awareness, build community and be revenue neutral (except for Scotiabank Marathon); net revenue from all events was \$7,610.08
- Only one event was held in 2020 due to COVID-19, the remainder were cancelled. No events planned until January 2021 (also due to COVID-10).

⑥ FHPZ Funding Campaign 2020

- Sarah introduced Michael Honey and the 2020 Honey Family Foundation Matching campaign where the first \$50,000 raised will be matched
- Sarah thanked Michael and the Honey Family for the generous support over the years
- Sarah thanked Doug Bennet for the City's help in launching a new City website so that donations can be made through the City website, with charitable receipts issued starting at \$20

⑦ Thank you to Funding Partners and Volunteers

- Ana thanked the corporate and foundation partners that have supported FHPZ operations and Master Plan

- Sarah thanked the volunteers and volunteer coordinators for keeping the llama pen activities going, and for being ambassadors of the Zoo. Special thank you to Robin and the Coordinators for their efforts and for making a big difference.
- Robin remembered Bruce Ing, a main volunteer and coordinator since day 1, who passed away in July 2020. Robin described Bruce's dedication to the Zoo collecting thousands of signatures back in 2012 to keep the Zoo open, and making things brighter at the Zoo, such as playing Santa Clause and bringing hot dogs for the volunteers. Diane also commented that we would miss Bruce and that he was an amazing person.

⑧ **Scotia Waterfront Marathon**

- Sarah reported that over \$4,300 were raised at the Scotiabank Waterfront Marathon, from champion runners and honourable mention from the cheering station
- Sarah thanked the volunteers, donors and board members that make it happen every year
- Invited people to join us as runners this year with the Scotiabank Marathon virtual campaign

⑨ **Communications** Sarah reported on developments in Communications

- Continued increased presence on social media in 2019; pictures sent in by zoo visitors which were shared with followers
- Introduced Throwback Thursdays to share pictures during closures
- Facebook, Twitter and Instagram followers all went up
- Ana explained that FHPZ Website: working on a "refresh" to allow for a better visitor experience
- Ana also described the introduction of the "Llama Drama" blog

⑩ **2020 Construction**

- Sarah explained that during COVID, the City has been busy installing a new shade sail in the Reindeer pen, and the Peacock Aviary has been rebuilt. The new aviary may bring birds closer to the visitors

11. Q&A

- No Questions

12. **Close of Meeting**

- John thanks everyone for attending and gives a special thanks again to Doug Bennet from the City of Toronto for his help and the City's partnership; thanks the Board Members
- Motion to adjourn the meeting. Moved by: John. Seconded by: Catherine. Motion Carried.
- Meeting adjourned at 8:56 PM.

Schedule "A"

FHPZ 2020 AGM ATTENDANCE SHEET

1. Catherine Murray (member)
2. John Formosa (member)
3. Sarah Doucette (member)
4. Diane (member)
5. Chris Diceman (member)
6. Sara Street (member)
7. Felicia Seto-Lau
8. Virginia (member)
9. Esme Markle (member)
10. Michael Honey (member)
11. Ana Sainz (member)
12. Amy Strizic (member)
13. Dusha Sritharan (Gord Perks' office)
14. Christian Kellett (member)
15. Melanie Fernandez (member)
16. Carlie (Bhutila Karpoche's office) (member)
17. Tarang Khare (member)
18. Grace (member)
19. Robin Sorys (member)
20. Doug Bennet
21. Bhutila Karpoche (member)
22. Fernando (member)
23. Sara Wilis (member)
24. Gayle Christie (member – arrived after quorum confirmed)