



Society of Deaf and Hard of Hearing Nova Scotians

ANNUAL GENERAL MEETING April 1, 2018 - March 31, 2019



September 17, 2019
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AGENDA

1. Welcoming Remarks
2. Approval of Agenda
3. Approval of Previous Annual General Minutes from September 18, 2018
4. Presentation and Approval of Annual Reports:
 - a. Board of Director's Chair's Report\
 - b. Regional Manager's Report
 - c. Treasurer's Report
5. Audit Report 2018 – 2019
6. Nominating Report – Incoming Board of Directors for 2019 – 2020
7. Presentation to Retiring Board Members
8. "Sarah and Joseph Hines" Award
9. Other Business
10. Adjournment

Please join us for light refreshments

Mission Statement

"... committed to providing services to meet the needs of the Deaf, Hard of Hearing, and Late Deafened with dignity, integrity, and respect."



Previous Minutes - September 18, 2018

Society of Deaf and Hard of Hearing Nova Scotians
Annual General Meeting
September 18, 2018

Attendees: Donna White, Margie MacLean, Alan MacLeod, Dan White, Raven Googoo
Dianne MacLean, Patricia Babin, Sandra Jack-Malik

Regrets: Bryan Kelloway, Richard Stevens, Dena Crocker

Ex-officio: Rosalind Wright, Regional Manager

Interpreter: Clare Le Blanc

1) Welcoming Remarks

At 5:34pm Vice Chair, Sandra Jack-Malik called the Annual General Meeting to order and welcomed everyone to the Annual General Meeting. Introductions were made.

2) Approval of the Agenda

Sandra Jack-Malik called for a motion to approve the Agenda. Motion was made by Dan White and seconded by Dianne MacLean

3) Approval of the Minutes of the Previous Annual General Meeting of September 13, 2017.

Sandra Jack-Malik called for the approval of the previous minutes of the Annual General Meeting of September 13, 2017. Dianne MacLean approved and Sandra stepped down as Vice Chair and seconded and then stepped back up.

4) Presentation and Approval of Annual Reports

a) Vice Chair, Sandra Jack-Malik read the Cape Breton Affiliate Chair's report. Questions arose regarding fundraising and interpreting services. These matters will be looked into by Rosalind Wright.

b) Cape Breton Regional Manager's Report - Rosalind Wright, Regional Manager, Cape Breton Affiliate, presented her Annual Report and questions were invited.

c) Treasurer's Report - Dianne MacLean, Treasurer ready the Treasurer's Report for the Cape Breton Affiliate and invited questions. A thank you was given to those who sold tickets for last year's Historic Feast as this year's feast had to be cancelled due to low ticket sales.



5) Annual Audit Report or 2017-2018. The report was circulated in the Annual General Meeting package and was presented by Rosalind Wright. Questions were invited. Note that it was suggested that the Board read through the Halifax financial statement and address any questions at the Provincial Board Meeting.

A motion to accept all reports as presented by Sandra Jack-Malik, Dan White approved and Dianne seconded

6) Nominating Report - Incoming Board of Directions for 2018-2019. Sandra presented nominating report and called for nominations.

7) Presentation for Retiring Board Member. Bryan Kelloway has resigned from the board and a gift certificate will be presented to him at a later date.

8) Sarah and Joseph Hines Award

Rosalind Wright, Regional Manager, spoke of the contributions of Sarah and Joseph Hines to the hard of hearing and deaf community. This year's award was presented to Sandra Jack-Malik in recognition of her contributions to the society. Her contributions have been many and have been much appreciated by the Society.

9) Other Business - none

10) Meeting adjourned at 6:35pm



Chair's Report

I took up the position of chair of the Board of Directors of the Society of Deaf and Hard of Hearing Nova Scotians, Cape Breton Affiliate in September of 2018. It was an interesting time to step into the position as the Board was faced with a number of challenges. Budget, salary and financial issues were the main priority.

As with any non-profit organization, financial concerns arise. The Society was no exception and therefore we focused on the sustainability of the Cape Breton Affiliate. Discussion surrounded a strategic plan to address uncertainty regarding disbursement payments from the provincial board via the provincial government along with what has become an annual decrease in program dollars from the United Way and the implications the decrease had on our ability to provide services. The Society also addressed changes to billable MSI interpreting services once the new contract was implemented and the subsequent reduction in billable services resulted. We were successful in reinstating some of these billables. Another ongoing concern was our need to recruit additional board members. Our efforts continued through the year using social media.

The Society has been successful in many of its endeavors':

- The Board investigated and were successful in achieving pay equity for Rosalind and Clare.
- We received a sizeable donation from the Capers Helping Capers Fund Raising Initiative
- Our lease was extended for five years
- We held an orientation session for new members of the board
- We began the process of creating a strategic plan for the purpose of defining objectives, setting goals and measuring results
- This conversation included a desire to be proactive with our program planning
- The Society received funding for a Registered Disability Savings Program grant
- And an application was submitted and approved under the Canada Summer Jobs with Service Canada.

Moving forward in the best interest of the Society, I would recommend that the incoming Board of Directors adopt the task of Job description reviews by comparing them to similar jobs within the Halifax Affiliate along with reviewing the job performance appraisal process. Furthermore, it is important to note that the board worked cooperatively; individual members made sizeable contributions. I want to take this moment to thank you for their guidance and for the opportunity to serve. Finally, as the outgoing chair I want to thank Rosalind and Clare for their hard work and dedication.

Submitted by

Dr. Sandra Jack-Malik
Chair

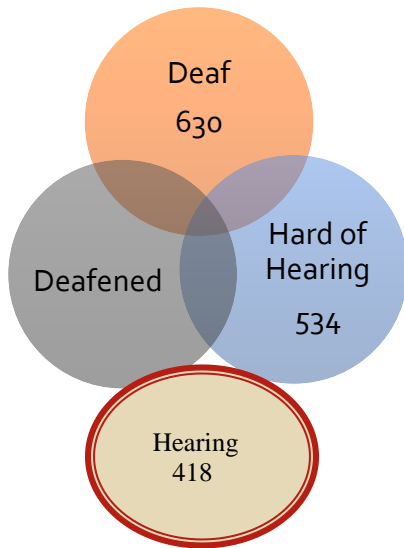


Regional Manager’s Report

This fiscal year has been one of our most challenging in terms of financial and strategic programming. Creative funding strategies and interventions have kept the Society on track. This is all the more important in our quest for volunteers to join and strengthen our Board of Directors. Thank you to Clare, my friend and colleague, for making coming to work fun and thanks to the Board for all the support this past year. Also thank you to Frank O’Sullivan and the staff in Halifax for their continued effort in seeing provincial unification.

Who We Serve

In 2018 – 2019, the Cape Breton Affiliate responded to 1582 requests for services compared to 1538 in 2017 – 2018 even though we saw a reduction in our United Way funding. Devices Program funding was reduced from \$6,151.92 to \$4404.47 and Hearing Aid Bank funding from \$2,081.40 to \$1414.74.



Emergency Interpreting

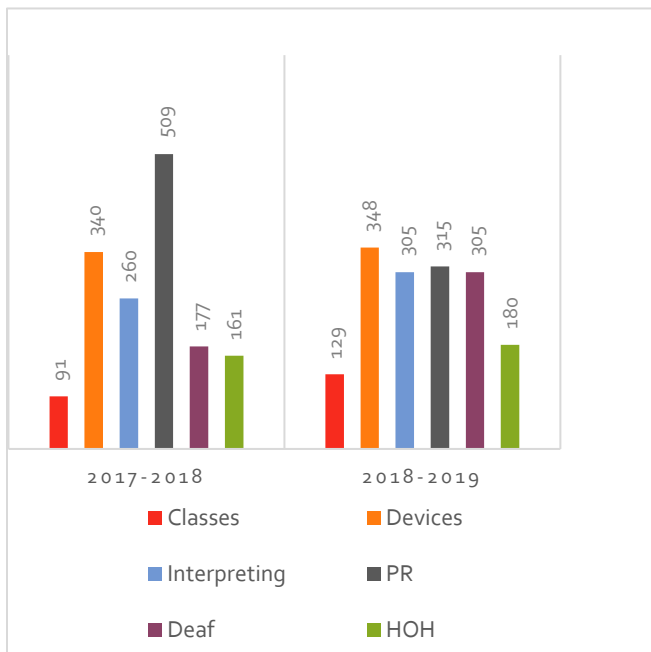


Phone: 902-577-0941 or 902-549-5185

Emergency Call Outs

2018-2019: 6

2017-2018: 5



Programs and services

- ▲ CLASSES
- ▲ DEVICES LOAN AND SALES
- ▲ INTERPRETING
- ▲ PUBLIC RELATIONS
- ▲ DEAF SERVICES
- ▲ HARD OF HEARING SERVICES
- ▲ HEARING AID BANK
- ▲ RDSP



What's New in 2018 - 2019



April 3, 2018: Liana Rintoul – Former Chair – School of Business Class UWO donated \$1460.16



April 26, 2018: CBU Capers Helping Capers - \$4000.00



4-Imprint One-by-One Charity Grant -\$500.00 in promotional products

Registered Disability Tax Credit



Society of Deaf and Hard of Hearing Nova Scotians partnered with Independent Living Nova Scotia with funding through the Nova Scotia Poverty Reduction Funding and the Maple Tree Fund to provide navigators (Deaf and ASL-interpreters) trained to provide information and guidance in obtaining the RDSP Disability Tax Credit and Disability Savings Plan for the Deaf. Two workshops were held in Sydney.



Video Relay Workshop

Jennifer Rimmer, Community Outreach Specialist at Video Relay Service Canada along with Melissa, VRS Community Service Rep offered a workshop on October 4th in Sydney on VRS. 8 Deaf attended

- | <u>PRESENTATION / CLASSES</u> | |
|-------------------------------|--|
| ✓ | FUTUREWORX – SEAVIEW MANOR |
| ✓ | GLACE BAY HEALTH FAIR |
| ✓ | DISABILITY SUPPORT SERVICES CLASS – MARCONI – ASL training |
| ✓ | BRETON ABILITY – ASL training |
| ✓ | L'ARCHE – ASL training |
| ✓ | SERVICE CANADA SUPER CLINIC |
| ✓ | RDSP - MEMBERTOU |



Treasurer's Report

2018-2019 saw the Cape Breton Affiliate reach agreement with the Society on a long-standing issue of compensation parity with Halifax in line with established policies that due to oversight were not implemented as originally intended across the Society. Subject to the availability of funds the intention, as per the agreement, is to see retroactive sums owing affected employees fully dispersed by end of September 2019. Implementation of the compensation parity agreement will noticeably elevate operating expenses at the Cape Breton affiliate and require increased funding going forward to ensure continued financial sustainability.

The need to diversify funding sources continued to dominate discussions within the Cape Breton and Halifax affiliates. Apparent is the fact that fund raising is inherently challenging and particularly so within the provinces crowded and highly competitive volunteer sector. Regardless, the Cape Breton Affiliate is working cooperatively with the Provincial Board of Directors' Fundraising Committee with a view to launching a province wide fund-raising initiative.

Toward the end of the fiscal year indications emerged that annual funding sourced from the United Way would potentially be in jeopardy going forward and therefore compound financial challenges confronting the Cape Breton Affiliate. As a consequence, the Cape Breton Affiliate elevated discussions with its Halifax counterpart on the submission of an increased funding proposal to the Society's primary funding provider, Nova Scotia Department of Community Services.

The Board of Directors was diligent in oversight of the financial condition of the Cape Breton Affiliate. As such, the Board met regularly and ensured that monthly financial statements were carefully reviewed and discussed in appropriate detail. The Board ensured that internal competencies and capabilities were in place to adequately manage and maintain the Affiliate's financial records. Additionally, in cooperation with the Provincial Society the Cape Breton Affiliate ensured that its financial records were subjected to on-going annual audit.

The Cape Breton Affiliate acknowledges and is thankful for the continued financial support provided by the Provincial Board of the Society.

Respectfully submitted

Dan White
Treasurer



Audit Report



Nominating Report

The Bylaws of the Society of Deaf and Hard of Hearing Nova Scotians state as follows:

- 4.3.1 Each Regional Affiliate shall have a Regional Board of Directors elected annually by members of the Society designated as members of the Regional Affiliate.
- 4.3.2 Each Regional Board shall consist of not less than five persons nor more than fifteen, no less than one-third of whom shall be Deaf, Late Deafened, Deaf-Blind, or hard of hearing persons.
- 4.3.3 The affairs of the Regional Affiliate shall be managed by this Regional Board of Directors.
- 4.3.4 The Regional Directors shall serve for not more than four consecutive years except the Chairperson who shall serve as Past Chairperson for a fifth year.
- 4.3.8 In the event that a Regional Director resigns office or ceases to be a member of the Society, the vacancy will be filled for the unexpired portion of that term by invitation from the Regional Board of Directors to a member in good standing.
- 4.3.10 Any Director judged to be inactive should be notified in writing by the Executive of the Board's concern and requested to attend the next regular Board Meeting, shall be struck as a Director of the Regional Affiliate unless such Director shall show just cause for the lack of participation. Notice of such action shall be provided twenty-one days prior to the next regularly scheduled Board of Directors Meeting. Service of such notice shall be by regular mail.

BOARD OF DIRECTORS

2018 - 2019

CHAIR – Sandra Jack-Malik
VICE CHAIR – Dianne MacLean
SECRETARY – Allan MacLeod
TREASURER – Dan White
Richard Stevens
Donna White

INCOMING 2019 - 2020

Dianne MacLean
Richard Stevens
Dan White
Allan MacLeod
Donna White
Bryan Kelloway

Respectfully Submitted

Nominating Committee




**SARAH AND
JOSEPH HINES
AWARD
FOR
VOLUNTEER OF THE YEAR**

The "Sarah and Joseph Hines Award" for outstanding volunteerism was established in the year 2000 to honor volunteers who give unselfishly of their time, talents, and energy to make our community a better place for the Deaf, Hard of Hearing, and late Deafened.

Congratulations to all the recipients over the past 18 years.