

**PRESCOTT GROUP SOCIETY
ANNUAL GENERAL MEETING
June 21, 2023
2:00 p.m.**

Allister Munro, Participant, Danielle Pottie, Participant, and Alice Evans, Executive Director, welcomed everyone attending in person and via Microsoft Teams to the Annual General Meeting.

The meeting was opened with the land acknowledgements that we are in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq people, and that people of African descent have been in Nova Scotia for over 400 years.

One hundred and thirty-five people attended the meeting.

Approval of Agenda

Motion: That the Agenda for the June 21, 2023, Annual General Meeting of the Prescott Group Society be approved as previously circulated.

Wendy Bird/Shelley St. Peters

Motion Carried

Derek Flynn, Chairperson, welcomed everyone to the Annual General Meeting and introduced Alice Evans, Executive Director; Shelley St. Peters, Participant Representative; Mona Reeves, Past Chairperson; Cindy Mills, Treasurer; Board Members, David Dipersio, Bud Malay, Ian MacArthur, Mark Tector; and Evelyn Webber, General Manager. Board members, Jessica Severeys, and Jacqueline Klaus attended via Microsoft Teams.

After introductions Judy Jackson, Participant, accompanied by Lynn MacIntyre, Direct Support Professional, sang, "Lean on Me".

Derek presented information on voting rights explaining that any member can vote unless you are an employee of Prescott Group. Derek asked for a motion to waive the membership fee for this year.

Motion: To waive the Prescott Group Society membership fee until June 2024.

Mona Reeves/Brenda Pottie

Motion Carried

Minutes of 2022 Annual General Meeting

No errors or omissions were noted.

Motion: That the minutes of the thirty-third Annual General Meeting of the Prescott Group Society, held on June 15, 2022, be approved as previously circulated.

Pat Lewis/Bud Malay

Motion Carried

Board of Directors Chairperson Report

Derek Flynn, Board Chair, acknowledged Mona Reeves, Past Chairperson, for her many years of dedicated service to Prescott. Derek thanked Shelley St. Peters for her role on the Board as Participant Representative and congratulated her on her new job at Helm Pie Bakery. Derek extended his gratitude to all Board members for their significant commitment to the betterment of Prescott.

Derek spoke of his involvement with Prescott and his personal desire to support his community, noting that Prescott is a community-based organization that prioritizes the voices and choices of individuals. The organization is nimble, multi-faceted, and committed to upholding human rights while supporting people with disabilities in the ways in which they choose.

Derek also noted the exceptional job Alice Evans and the staff team have done during a period of significant change adapting Prescott's model to be more responsive, person-directed, and focused on providing participants with more choice and fair-wage employment.

Derek ended with speaking of each time he visits how impressed he is by the strong relationships, creativity, and welcoming atmosphere fostered by participants and staff. At the core of everything Prescott does, is the voice of participants, which serves as the guiding principle.

Prescott and Club Inclusion Update

David Dipersio, Board Member, spoke of the merger agreement between Prescott and Club Inclusion including the joining of the two Boards. The merger provides an opportunity to create the best programs and to evolve the programs over time. Administrative changes are mainly financial, with the addition of Club Inclusion now having human resource support. Overall, this merger is for the participants. The official closing of the merger (partnership) will take place during the next few weeks.

Participant, Karlee Elliott, spoke of her participation in Club Inclusion plays at Alderney Landing Theatre including how much she enjoys the socialization.

Finance Committee – Cindy Mills

Cindy Mills, Treasurer, reported that for the 2022-2023 fiscal year Prescott ended the year with a small excess of revenue over expenditures of \$5,757.

Revenues totaling approximately \$3.5 million were received from government grants with \$3.1 million being from the Nova Scotia Department of Community Services. Prescott's services and businesses such as North End Baking Co. and Pinkie's Thrift generated over \$300,000 in revenue, and donations and other revenue totaled \$100,000.

Expenditures were almost \$3.5 million of which \$2.5 million was for wages and benefits (72% of total expenses). During the past year, Prescott transitioned its' programs to person-directed programming, eliminating stipends, and offering fair-wages for work in Prescott's social enterprises and services.

Expenses for the 2023-2024 fiscal year have been budgeted with revenues covering expenses. Prescott is committed to operating programs for participants with the highest quality within our income means.

Cindy thanked Prescott's Finance Manager Sharon Maunder, Alice Evans, Executive Director and the members of the Audit & Risk Committee for another busy and productive year. Cindy also thanked participants, staff, and other Board members for their dedication and contributions toward making Prescott successful in all aspects.

Motion: That Grant Thornton be re-appointed Prescott's external auditors for the period April 1, 2023 to March 31, 2024.

Cindy Mills/Ian MacArthur
Motion Carried

Annual Report

Alice Evans, Executive Director, reported that Leith Johnson, Brand Strategy Manager, designed this year's Annual General Meeting Report and David Simmonds did the photography. Alice emphasized that participants choose the programs they each wish to be involved in at Prescott as well as work opportunities in the community.

Alice reported that two participants, Jennifer Richardson and Andrew Thorne, competed in the Skills Canada Abilympics in France. Jennifer in photography and Andrew in baking.

Robbie Slaunwhite, a participant of a health and wellness program, spoke of the community outings he was involved in this past year including the Public Gardens, YMCA, and Peggy's Cove. Robbie also mentioned Transit Training he took part in as well as paid employment involving deliveries in the community for Prescott.

Andrew Thorne, an employee in the North End Baking Co. spoke of attending the Skills Canada Abilympics competition in Metz, France, where he won bronze in the baking competition. Andrew thanked staff for supporting him to prepare for the competition.

Michelina DiBacco, an employee in the North End Baking Co. and Pinkie's Thrift spoke of her broadcast meteorology passion that she shares at Prescott through the delivery of a weekly weather report. Michelina spoke of her interview in December 2022 by Global News Reporter, Rhonda Brown.

Kathleen MacMillan, an employee in Prescott's mail service and Pinkie's Thrift spoke of her work in Prescott's social enterprises and her involvement in a Dartmouth Inclusive Community Choir organized by Club Inclusion.

Participant Council Report

Kendra Larade and Shelley St. Peters, Participant Council Representatives on the Board reported that the Council meets weekly on Mondays. This past year participants attended a Dinner and Dance at the Best Western, received hoodies, and took part in a number of day trips.

Kendra spoke of her hope to secure a job at a hotel this coming July, and Shelley spoke of her employment with Helm Pie Bakery, a family owned business.

HR and Governance Committee Report

Jessica Severeyns, Chair, HR and Governance Committee, presented her report via Microsoft Teams.

Jessica reported that fair wage employment was implemented this past year for over ninety participants. A plain language document ensuring inclusivity related to understanding Prescott employment policies, and an accessible interview process available to all were also completed.

In line with government recommendations and through conversations with Participant Council members Shelley St. Peters and Kendra Larade, Covid-19 health guidelines were gradually reduced.

Compression issues resulting from governmental wage increases led to the review of compensation for senior management. The Department of Community Services was approached for additional funding to help offset the resulting shortfall.

The HR and Governance Committee and the Board continues to support Alice Evans in her role as Executive Director. During the past year, there was considerable change to navigate which Alice did gracefully. The Board is confident that Prescott Group is positioned as a leading organization in the field of supporting individuals with disabilities.

Strategic Planning Committee Report

Derek Flynn, Board Chairperson, presented the Strategic Planning Committee Report on behalf of Mallory Mills, Committee Chairperson.

The Strategic Planning Committee met numerous times throughout the past year. Key directions have been increasing choice and opportunity, community awareness, and facilities.

Over the past year Prescott moved to a fair-wage person-directed program ensuring that all participants spend time doing what they choose. Many participants applied and successfully interviewed for paid employment positions in North End Baking Company, Pinkie's Thrift, Online Auction, Home Services, and within the community. All participants now spend time in Life Skills, Health & Wellness, and Expressive Arts Programs of their choice. The goal is to provide the best environment for participants both at Prescott and in the community. The Committee appreciates everyone for their hard work in moving to this new model and approach.

Community awareness growth took place due to increasing our social media presence, extending the hours of the North End Baking Co. and Pinkie's Thrift, television appearances, and radio interviews. This coming year we look forward to building a relationship with Club Inclusion. Participant, parent, and caregiver voice will continue to be front and center as we move forward. Club Inclusion and Prescott stakeholders including parents, will be consulted with to ensure programs provide choice, opportunity, and quality into the future.

The Strategic Planning Committee welcomes Club Inclusion Board Member, Annie Haider, as a new member of the Committee.

Facilities Committee

Bud Malay, Chair, Facilities Committee, reported that Prescott has a few years left on the current property lease, and the quiet phase of a capital campaign for new facilities has begun. Bud thanked the Province of Nova Scotia for contributing \$500,000 to kick-start the campaign.

New spaces are being planned that enable participants to have the supports they need, while living full lives, and being included in community. Participants and other stakeholders have expressed the importance of being in the heart of Halifax. We need spaces to help strengthen and build community, access resources, and build on our skills. Our goal is to provide inclusive community spaces as well as facilities for our growing social enterprises – North End Baking Co, Prescott Mailing, Pinkie's Thrift, and the Online Auction.

A number of space options have been explored this past year from small churches to the Spring Garden Memorial Library. Discussions have taken place with developers, councillors, and Mayor Savage who toured Prescott. The Progress Club is excited about Prescott's future and one of their members, Kirby Putnam, has joined the Facilities Committee. Going forward the Facilities Committee will be working closely with the Strategic Planning Committee to ensure our plans embrace best practice and facilitate growing success of Prescott.

Nominations Report

Jacqueline Klaus, Chair, Nominations Committee, presented the nominations report via Microsoft Teams.

Newly elected Board members for a two-year term:

Uta Donahue

John Thompson

Member of the Board re-elected for a two-year term:

Mark Tector

New Committee Members:

Annie Haider (Strategic Planning)

Kirby Putnam (Facilities)

Returning Committee Member:

Bud Malay (Facilities)

Continuing Board members not up for re-election this year:

Derek Flynn

Dave Dipersio

Cindy Mills

Jessica Severeyns

Ian MacArthur.

Participant Council Representatives:

Kendra Larade

Christine Riley

Graham Robertson

Derek Flynn, Board Chair, invited Board members Mallory Mills, Rod Kerr, and Bud Malay to return as Board members per the bylaws to ensure continuity especially regarding Club Inclusion and Facilities.

Motion: To accept the report of the Nominations Committee.

Shelley St. Peters/Mona Reeves

Motion Carried

Derek Flynn reported that Mona Reeves, Jacqueline Klaus, Sadira Jan, and Shelley St. Peters finish their terms as of this Annual General Meeting. Derek extended a thank you and offered words of appreciation for the work they have done over the years. Combined these members have forty-nine years of service. Derek also thanked all the members of the Board for their work over the past year, especially Mona Reeves who is retiring from the Board after twenty-two years of service.

Special Resolution

Motion: To approve the Special Resolution of the Society, to amend the Memorandum of Association of the Society.

Andrew Thorne/Mark Tector
Motion Carried

Signed copy of the Special Resolution is attached.

Celebration of Staff Milestones

The following staff received recognition for their years of service:

Robyn Langille – 5 years
Sheryl Osborne – 5 years
Charlene Kuhn – 10 years
Alison MacNaughton – 10 years
Jeanie Roach – 20 years
Kim Clark – 25 years

New staff welcomed in the past year:

Allison Irish
Leith Johnson
Lisa Macdonald
Patrick Madden
Julia Monk
Diana Nijim
Sydney Norden
Cole Poirier
Manju Thomas

Adjournment

Mona Reeves adjourned the meeting at 3:05 p.m.

For approval at the June 19 2024 AGM

Official Copy signed by Board Chair, Name, Date.