

Human Rights Legal Support Centre

Annual Membership Meeting - Minutes

July 20th, 2021
 4:05 pm to 6:05 pm
 Video Conference

Chair: Mary Joe Freire

Attendees:	Evelyn Ball Patrick Nadjiwan Gary Pieters	Michelle Tan Martial Moreau Sharmaine Hall	Ena Chadha Tamar Witelson Bessie Mavroutsikos Sharon Hughes (Minutes)
Guests:	Almara Chuldjian	Andrew Ursel	Liana Bell, Hilborn LLP

Item	Discussion	Follow up
1	<p>Standing Items</p> <p>Approval of Annual Membership Meeting Agenda Motion: To approve the Agenda of the Annual Membership Meeting. M/S: Evelyn Ball, Michelle Tan Motion carried.</p> <p>Approval of Minutes Motion: Approval of the July 28, 2020 Annual Membership Meeting Minutes M/S: Ena Chadha, Patrick Nadjiwan Motion carried.</p> <p>Conflict of Interest No conflicts were declared.</p> <p>Michelle Tan stated her OIC appointment to part-time at LTB for a 2 year term.</p>	
2	<p>Report from the Chair</p> <p>Update from Interim Chair, Mary Joe Freire.</p>	
3	<p>Annual Report</p> <p>HRLSC staff presented the 2020-21 draft Annual Report. Board members reviewed and discussed the report and provided feedback to staff.</p> <p>Motion: To approve the 2020-2021 Annual Report subject to the incorporation of the feedback provided by Board members.</p> <p>M/S: Tamar Witelson, Michelle Tan Motion carried.</p>	
4	<p>2020-2021 Annual Financial Audit Report</p> <p>Liana Bell, Partner with Hilborn LLP, presented the Audited Financial Statements and the Post Audit Findings Communication for the 2020-21 fiscal year. The Auditor confirmed that the statements present fairly the HRLSC's</p>	

	<p>financial position and that no significant errors, evidence of fraud, or significant weakness in the internal controls were found.</p> <p>Motion: To approve the 2020-2021 fiscal year statements. M/S: Patrick Nadjiwan/Martial Moreau Motion carried.</p>	
5	<p>Appointment of External Financial Auditor</p> <p>Having vetted the submission of two potential candidates, the CAO recommended BDO Canada LLP for External Financial Auditor for fiscal year 2021/22.</p> <p>Motion: To approve appoint BDO Canada LLP as Auditor 2021-2022 fiscal year statements, for a term of 1 year. M/S: Martial Moreau/Patrick Nadjiwan Motion carried.</p>	
6	<p>HRLSC By-Law Amendments</p> <p>Review and discussed Amendments to HRLSC By-Laws, the amended sections are:</p> <ul style="list-style-type: none"> • s. 1.03 • s. 8.01 • s. 8.11 • s. 8.12 <p>Discussed Ministry's suggestions for further amendments.</p> <p>Motion: To take the Ministry's suggestions under advisement for a future review of the HRLSC By-Law Amendments. Staff directed to thank the Ministry for their contribution to the process. M/S: Evelyn Ball/Patrick Nadjiwan Motion carried.</p>	
7.	<p>Adjournment of Annual Membership Meeting</p> <p>Motion: To adjourn the meeting. M/S: Michelle Tan/Patrick Nadjiwan Motion carried.</p>	

TC = Teleconference, **LAO**= Legal Aid Ontario, **OPSEU**= Ontario Public Service Employees Union, **M/S** = Moved/Seconded, **HRLSC**= Human Rights Legal Support Centre, **HRTO**= Human Rights Tribunal, **OHRC** = Ontario Human Rights Commission, **MAG** = Ministry of Attorney General, **CASHRA** = Canadian Association of Statutory Human Rights Agencies, **ED** = Executive Director