

BIST

Brain Injury Society of Toronto



Annual General Meeting 2012 - 2013

Monday June 24, 2013

The Agenda

1. Call to order & Acceptance of Agenda
2. Proof of meeting notice
3. Acceptance of minutes from Sept 26, 2012 AGM
4. Presentation of the audited financial statements for fiscal year 2012-2013
5. Review and approval of By-Laws
6. Selection of the Board of Directors
7. Report from the Board of Directors
8. Other business
9. Close of meeting

Welcome

- Call to order & Acceptance of Agenda
- Proof of meeting notice
- Acceptance of minutes from June 25, 2012 AGM

Presentation of Audited Financial Statements

Finance Overview

- another exciting year for BIST in terms of our maturity as an organization and our efforts towards income sustainability
- two major fundraising events saw increases this past year
 - BIST Mix & Mingle generated over \$57,000 - 25% increase
 - BIST Run event generated over \$42,000 - 40% increase
- Include support from OBIA, Trillium, donations, income = \$166,000
- With organization maturing:
 - additional staffing commitments
 - BIST office.
 - Corresponding increase in expenses

Through the efforts of our members, board members, committee members and very committed staff we once again ended the year with a surplus.

Income Statement

April 1, 2012 - March 31, 2013

INCOME

	2013
-	
OBIA/Donations/Membership	21,544
Mix&Mingle - BIST/OBIA Event	57,582
BIST Run Event	42,403
Trillium	35,300
Donations	9,575
Misc	156
Total Income	\$166,560

EXPENCES

-	
Staff Wages	59,802
Trillium Wages	21,858
Trillium Programming Exp	3,770
BIST Programming Exp.	2,181
Communication- phone	2,863
BIAM Event	9,088
BIST Run Event	9,769
Admin Expences	7,791
Insurance	4,918
Volunteer Event	869
Office Rent	8,273
Bank Fees	280
Total Expences	<u>\$ 131,461</u>
Surplus/Net Income	<u>\$ 35,099</u>

Balance Sheet

(as at March 31, 2013)

<u>ASSETS</u> -		<u>LIABILITIES</u> -	
Cash	91,196	Accounts Payable	6,537
		<u>EQUITY</u> -	
		Opening equity	49,560
		add: Net Proceeds for period	35,099
		Ending Equity at Mar 31, 2013	\$84,659
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<u>Total Assets</u>	<u>\$91,196</u>	<u>Total Assets & Liabilities</u>	<u>\$91,196</u>
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Comparisons of Interest for 2011, 2012 and 2013

Income and Expenses

	2011	2012	2013
Total Income	48170	114407	166560
Total Expenses	51397	75490	131461
Surplus/(Deficit)	<u>\$ (3,227)</u>	<u>\$ 38,467</u>	<u>\$ 35,099</u>

Fund Raising Events

OBIA/BIST Mix and Mingle	\$ 23,406	\$ 46,195	\$ 57,582
BIST Run Event	\$ -	\$ 29,106	\$ 42,403

Review and Approval of By-Laws

Selection of Board of Directors

- What does the Board do?
- Selection Process
- Election Process
- Presentation of Nominees
- Election

What does the Board do?

The Board of Directors

- Provides leadership to ensure BIST meets its mandate
- Plans for the future (with input from members)
- Ensures that the legal responsibilities are met
- Establishes and enforces policies and procedures
- Pays the bills, signs the contracts
- Keeps records (including financial ones)
- Oversees the activities of BIST and its committees

Selection Process

1. Needs Analysis—what does the Board need?
2. Nomination committee (Board members)
 - Notice sent asking for applications
 - Applications received, reviewed
 - Applicants interviewed
3. Nomination Committee makes recommendations based on interviews and needs analysis
4. Election at AGM

Needs Analysis

Who should be on the Board?

- Maximum 11 Board Members
- Together, Board needs a variety of backgrounds and skills
- At least one survivor/family member if possible

Plus knowledge/experience in:

- ABI, Legal, Financial, Communications, Fundraising, Marketing, Project & People Management, Building partnerships
- AND of course,
- Board experience, collaboration, PASSION, and ability to make the time commitment

Selection Process

Now we have the nominee, what happens?

1. Introduction of nominee to members
2. Vote Yes/No

If the membership votes:

- **YES** for a nominee, the nominee will become a Board Member
- **NO** for a nominee, that nominee will not become a Board Member

And the Nominees Are....

Kerry Foschia

Kerry Foschia has been working with adults with acquired brain injury for over 15 years. She is a Service Coordinator at CHIRS, managing the Aging at Home Program which provides home and community support to clients and their caregivers. Kerry also has a background in addictions as a counsellor and outreach worker. Outside of her work with ABI, Kerry is a member of the parent council at her children's school and enjoys pursuing her two other passions: painting and running.

Colleen Worsley

Colleen is Director of Clinical Services for Wright Rehab, a rehabilitation company dedicated to supporting clients with Acquired Brain Injury throughout central Ontario. Her work includes supervising RSW associates and planning educational training designed to help them deliver comprehensive programming. Colleen has more than 15 years of experience in the social services field. She graduated from York University with a Specialized Honours Degree in Psychology. Her formal education also includes a certificate program in Nutrition and training in Behaviour Therapy techniques. Her continuing education involves conferences, seminars, and courses focusing on advances in the understanding and treatment of ABI and spinal cord injury.

Ryan Murray

Ryan is a partner at Oatley, Vigmond Personal Injury Lawyers LLP. Ryan has been representing people with traumatic brain injuries for nearly a decade. That experience has taught Ryan that a brain injury often has a lifelong impact on both the injured person and their family. Raising awareness about brain injury and promoting injury prevention are two of the reasons that Ryan volunteers with BIST. Ryan holds a Bachelor of Laws degree (LL.B.) and a Master of Laws degree (LL.M. – Civil Litigation and Dispute Resolution) from Osgoode Hall Law School. He also holds a Bachelor of Arts (Honours) from York University.

Ryan is a member of the Law Society of Upper Canada, Ontario Trial Lawyers Association, the Advocates Society and the American Association for Justice (formerly American Trial Lawyers Association).

Michelle Diamond

Michelle Diamond currently works with Functionability Rehabilitation Services as the Director of Case Management and Client Services . She has worked in the field of Brain Injury for over 12 years. She graduated with her Master's Degree of Social Work, from the University of Toronto, in 2000 and began working at Toronto Rehab on the ABI service in 2001. Michelle was with Toronto Rehab for over 10 years in the capacity of Social worker, Service Coordinator and was seconded for one year to the Toronto ABI Network as Project and Referral Coordinator. Michelle continues to work directly with clients and families living with the effects of brain injury.

Michelle has been involved with BIST for two years as a volunteer on two committees; the BIAM Committee, and was a founding member of the Run Committee.

Time to Vote

- Mark YES if you accept the Board's recommendation (1 yes/no for each individual nominee)
- Mark NO if you do not accept the Board's recommendation (1 yes/no for each individual nominee)

Update from the Board

What an incredible year!



5K Run, Walk & Roll



We are saying goodbye....

- Stefanie Linton
- Marnie Russell
- Jonathan Burton

Thank You!

Other Business

- Committee Updates
 - Awareness
 - Communications
 - Fundraising
 - Programs & Services
 - Volunteer
 - 5K Run, Walk & Roll

Close of Meeting

Looking forward to another
great year!

