

INFORMATION PACKAGE
for the
6th ANNUAL GENERAL MEETING
OCTOBER 24, 2019

Guildwood Presbyterian Church,
140 Guildwood Pkwy. (at Livingston Road)

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Letter from the President

To Members and Supporters of Friends of Guild Park & Gardens:

I'm pleased to announce the sixth Annual General Meeting (AGM) of Friends of Guild Park & Gardens. We invite all our current members, as well as past members, other Guild Park supporters and the public to attend. This year, the theme for our AGM is all about community – specifically how the combined efforts of so many volunteers has brought new life to Guild Park. You'll also have opportunities to discuss what's happening on site now and in the future. I hope you and your friends will be able to attend.

The AGM details are:

Date: Thursday evening, October 24, 2019

Place: Guildwood Community Presbyterian Church, 140 Guildwood Pkwy.

Time: 7:00 pm: Registration & Informal Welcome (memberships and renewals available)
7:30 pm; AGM starts with business session, followed by information session and informal discussions

The business session focuses on the operations of Friends of Guild Park over the past fiscal year – officially between May 1, 2018 to April 30, 2019. This includes reviewing the organization's financial position and electing three volunteer directors. Afterward, we'll look at what's ahead and recognize the many volunteers who have contributed so much of their effort and energy to Guild Park this past year.

And what a year it's been at Guild Park! Some of the highlights include:

- The Sculptor's Cabin getting restored and reopened after a generation of being closed. The reopening took more than a year of combined effort by volunteers and City of Toronto officials.
- Launching the popular Seniors Walks at Guild Park program. The outcomes proved amazing. Again, this happened thanks to the collaboration of community partners, organizers and the City of Toronto
- Heritage Toronto beginning production of Guild Park's first official heritage plaque to commemorate "The Guild of All Arts." The support of hundreds of individuals and groups made this possible.
- Thousands of people enjoying Guild Park for festivals, professional theatre, lots of music, community and special events, plus nature and art

Help us celebrate these and other activities – plus the people behind them -- by coming to this year's AGM.

Guild Park revitalization has come a long way since 2011. That year, the National Trust for Canada singled out the site as an example of "demolition by neglect." There's much to celebrate in 2019 and as we look forward to all that's ahead for Guild Park – a new arts facility, improved trails and gardens, more events.

This revitalization continues as more people visit, appreciate and get involved with Guild Park. My thanks to the many people – especially members of our board of directors and our active volunteers – who've contributed to Guild Park's progress so far.

I look forward to seeing you at our AGM on Thursday October 24.

Sincerely,

John P. Mason, President, Friends of Guild Park & Gardens



**NOTICE OF
FRIENDS OF GUILD PARK & GARDENS
ANNUAL GENERAL MEETING (AGM)**

TO: MEMBERS OF FRIENDS OF GUILD PARK & GARDENS and SUPPORTERS

TAKE NOTICE that the 6th Annual General Meeting of Friends of Guild Park & Gardens takes place **Thurs. Oct. 24, 2019**

Location: Guildwood Presbyterian Church,
140 Guildwood Pkwy. (at Livingston Road)
Free parking at rear

Time: Doors open at 7:00 pm,
Meeting starts at 7:30 pm

All organization members, supporters of Guild Park and the public are welcome to attend. Details are enclosed and available at www.GuildPark.ca and by email (sent to current members).

Note: Annual memberships will be available for new and renewing members at the door beginning at 7:00 pm (cash only, please).

Special discounted annual membership rates

- \$15/year per person
 - \$10/year for seniors (65 yrs +) / students
- (Regular membership rate is \$20/year)

Dated the 1st of October 2019
On Behalf of the Board of Directors,
Janet Heise, Secretary, Friends of Guild Park



AGENDA

FOR THE 6TH ANNUAL GENERAL MEETING (AGM) OF
FRIENDS OF GUILD PARK & GARDENS

THURSDAY, OCTOBER 24, 2019

REGISTRATION 7:00 P.M.
MEETING STARTS AT 7:30 P.M.

1. CALL TO ORDER, DETERMINATION OF QUORUM
2. INTRODUCTIONS BY CHAIRMAN
3. APPROVAL OF 5TH AGM MINUTES OF OCTOBER 19, 2018
4. TREASURER'S REPORT
5. ELECTION / RENEWAL OF DIRECTORS
6. ADJOURNMENT

Following the AGM, join Friends of Guild Park for an informal discussion and our celebration of the community volunteers who have contributed to Guild Park this past year.





Friends of Guild Park and Gardens

Minutes of Annual General Meeting Oct. 18, 2018

1. **Call to Order:** The meeting was held at Guildwood Community Presbyterian Church, 140 Guildwood Parkway. John Mason as Chair called the meeting to order at 7:32 pm and welcomed everyone.
2. **Determination of Quorum:** John Mason noted that most of the renewed members were present, and therefore the required quorum of 20% of members had been met and the meeting was therefore duly constituted to conduct the business registered on the meeting Agenda.
3. **Introductions by Chair:** John Mason introduced the current board of directors of Friends of Guild Park and Gardens.
4. **Approval of Annual General Meeting Minutes** from Oct. 19, 2017: Moved by Janet Heise, seconded by Wendy Vineyard; carried.
5. **Treasurers' Report:** Rose Mitchell Spohn presented the financial report for the fiscal year ended April 30, 2018 (as circulated). In summary:

Bank Balance: Start of fiscal year:	\$5,101
Total Revenue:	\$7,040
Expenses:	\$6,485
Bank Balance: End of fiscal year:	\$5,657
Change in Financial Position:	\$ 556

Revenue was provided primarily from donations for Heritage Toronto Plaque and from walking tours. Expenses were deposit on Heritage Toronto Plaque and event insurance. Acceptance of the financial report was moved by Rose Mitchell Spohn, seconded by Jyoti Sengupta; carried.

6. **Explanation of Election Procedures:** Ralph Van Putten described the election procedures and presented the slate of nominees for election: Janet Heise (current board member) for a three-year term plus Audrea Douglas and Steve Smith (new board members filling vacancies for one-year and three-year terms). Ralph asked for other nominations. As there were no other nominations, Ralph declared the nominees elected by acclamation.
7. **Adjournment:** Alan Burt moved adjournment; carried. Meeting adjourned at 8:50.

A Public Forum "Vision 2023: Guild Park's Next 5 Years" followed the annual general meeting. Highlights, park plans and favourite moments were discussed with enthusiasm, and the meeting ended at 9:05 PM.

Friends of Guild Park

www.guildpark.ca



6TH ANNUAL GENERAL MEETING Six Year Financial Summary by Fiscal Year

	2013 - 2014	2014 - 2015	2015- 2016	2016- 2017	2017- 2018	2018- 2019
				** See Note		
Starting Balance	\$0.00	\$4,081.32	\$6,531.01	\$6,613.97	\$5,101.07	\$5,657.56
Revenue						
Memberships	\$690.00	\$900.00	\$985.00	\$315.00	\$345.00	\$765.00
Donations/Tours/ Honoraria	\$1,492.08	\$785.17	\$949.32	\$398.20	\$1,691.50	\$2,553.55
Awards/Grants	\$500.00					\$2,000.00
Event Sponsorships	\$1,700.00	\$2,075.00	\$500.00	\$500.00	\$100.00	\$100.00
Fundraising Event	\$3,766.00	\$3,249.00	\$3,022.00			
HT Plaque/park improvements		\$50.00		\$150.00	\$4,904.00	\$2,794.00
Total Revenue	\$8,148.08	\$7,059.17	\$5,456.32	\$1,363.20	\$7,040.50	\$8,212.55
Expenses						
Insurance	\$1,147.40	\$1,732.40	\$1,780.64	\$1,752.92	\$1,944.08	\$1,966.40
Event expenses	\$1,005.82	\$1,324.30	\$1,333.05	\$416.79	\$661.53	\$1,798.34
Fundraiser expenses	\$1,482.54	\$1,215.41	\$1,664.89			
Heritage Toronto Plaque					\$3,250.00	\$3,286.79
Promotion and Partnerships	\$60.00	\$199.38	\$505.85	\$182.29	\$466.64	\$228.39
Other	\$371.00	\$100.51	\$67.55	\$515.00	\$150.00	
Fees - Paypal, bank, other		\$37.48	\$21.38	\$9.10	\$11.76	\$14.96
Total Expenses	\$4,066.76	\$4,609.48	\$5,373.36	\$2,876.10	\$6,484.01	\$7,294.88
Year end balance	\$4,081.32	\$6,531.01	\$6,613.97	\$5,101.07	\$5,657.56	\$6,575.23

** NOTE: In 2016, major construction at Guild Park curtailed most volunteer activities/events onsite

Annual reporting is based on the organization's fiscal year – the 12-month period ending April 30

Submitted by Rose Mitchell Spohn, Treasurer, Friends of Guild Park



FRIENDS OF GUILD PARK & GARDENS 6TH ANNUAL GENERAL MEETING

THURSDAY, OCTOBER 24, 2019

Director Qualifications, Election Procedures & Instructions For Balloting

1. Directors serving on the Board must meet the following qualifications:
 - be a minimum 18 years of age and a paid-in-full member of the Friends of Guild Park & Gardens
 - be of sound mind and mental capacity
 - not have previously been convicted in a court of law of fraud, theft, and/or breach of trust
 - not be an undischarged bankrupt.
2. Each person seeking election to the Board of Directors shall be nominated by at least one member; members may nominate themselves.
3. A Returning Officer shall be selected at the Election Meeting and he/she shall appoint a Deputy Returning Officer and the Deputy Returning Officer shall direct the collection of ballots and supervise the count. Each Nominee may appoint one scrutineer to scrutinize the count.
4. A total of seven directors are elected to the Board of Friends of Guild Park. Each elected director is expected to serve a three-year term. To encourage continuity of service, the terms of office for the Board of Directors are staggered so the terms of no more than three directors expire each year. The terms of the following three current members of the Board of Directors expire as of the 2019 AGM:
 - **Kate Kennedy** has completed her current term. She is eligible for a three-year term renewal.
 - **John Mason** has completed his current term. He is eligible for a three-year term renewal.
 - **Steve Smith** has completed his current term. He is eligible for a three-year term renewal.All three are eligible and willing to stand for re-election to the Board of Directors.
5. The terms of two directors, **Joseph D'Addario** and **Rose Mitchell Spohn**, will expire in 2020. The terms of two directors, **Audrea Douglas** and **Janet Heise**, will expire in 2021. Two positions on the Board of Directors are appointees: **Ralph van Putten** is appointed by the Guild Renaissance Group as its representative. The director position designated to represent the Guildwood Village Community Association is vacant.
6. To fill the elected director positions that expire as of each AGM, nominations will be open during the AGM for those qualified. The Board may put forward a nominee / nominee(s). If more than three people are nominated and an election proceeds, the three nominees gaining the most votes will fill the director positions.
7. At each meeting of members, every member shall be entitled to one vote if they are entered on the Register on the date of the meeting and their membership dues are paid in full.
8. Balloting is done on a one vote per member basis. Proxy votes are allowed when absent members complete the proxy form (included in this package) and the form is received in time for the AGM.



Friends of Guild Park & Gardens Membership Application AGM 2019

**Yes, I want to be a member of Friends of Guild Park & Gardens.
I support and want to join like-minded volunteers who are actively
revitalizing this historic site through activities and awareness.**

Name _____

Address _____ City _____

Postal Code _____ Telephone _____

I'm renewing I'm interested in helping, please contact me

I qualify for the following membership: **Individual \$20/yr** **Senior/Student**
Special AGM rates (cash only): **\$15/yr** **\$10/yr**

Optional: If you'd like to tell us about your interests, please indicate here (you can indicate all that apply to you):

- | | | | |
|--|---------------------------------------|--------------------------------------|--|
| <input type="checkbox"/> Sales, marketing | <input type="checkbox"/> Sculptor | <input type="checkbox"/> Carpenter | <input type="checkbox"/> Fitness |
| <input type="checkbox"/> Teaching | <input type="checkbox"/> Painter | <input type="checkbox"/> Gardener | <input type="checkbox"/> Yoga, Tai Chi |
| <input type="checkbox"/> Executive, management | <input type="checkbox"/> Actor | <input type="checkbox"/> Hiker | <input type="checkbox"/> Musician |
| <input type="checkbox"/> Computer tech | <input type="checkbox"/> Photographer | <input type="checkbox"/> Birdwatcher | <input type="checkbox"/> Chef |
| <input type="checkbox"/> Accounting | <input type="checkbox"/> Musician | <input type="checkbox"/> Writer | |
| <input type="checkbox"/> Other _____ | | | |

I'd like to volunteer to help with:

- | | |
|---|---|
| <input type="checkbox"/> Planning events | <input type="checkbox"/> Marketing and public relations |
| <input type="checkbox"/> Walking tours | <input type="checkbox"/> Fundraising |
| <input type="checkbox"/> Communications | <input type="checkbox"/> IT, Facebook, Media |
| <input type="checkbox"/> Membership drive | <input type="checkbox"/> Event volunteer |
| <input type="checkbox"/> Outreach | |
| <input type="checkbox"/> Other _____ | |

Sorry, I can't commit to volunteer right now. Please keep me informed of future opportunities to help out.

Hand this in today, or mail to:
 Friends of Guild Park & Gardens, 46 Fareham Cres., Scarborough, Ont. M1E 1J9
 Phone: 416-261-8626
 Visit: www.guildpark.ca **or** www.Facebook.com/GuildPark

Thanks for becoming a Friend!



**PROXY AND BALLOT FOR GENERAL MATTERS AND
FOR THE ANNUAL GENERAL MEETING
FRIENDS OF GUILD PARK & GARDENS
OCTOBER 24, 2019**

For those members unable to attend the 2019 AGM and wish to designate another person to vote on their behalf at the meeting.

Please complete and sign this form, then:

- Send a scan or an image of the completed form to friends@guildpark.ca; or
- Have it brought to the 2019 AGM

To: Friends of Guild Park & Gardens

1. I am (print your name) _____
a registered member of the Friends of Guild Park & Gardens in good standing.
2. I appoint _____,
if present, or failing him or her, the President, to be a proxy (known as the “Proxy”)
and to attend and vote on my (our) behalf at the meeting of members to be held on
October 24, 2019, and any adjournment of the meeting (known as the “Meeting”).
3. The Proxy may vote on my behalf in respect of all matters that may come before the
Meeting, including the election of Directors, as I could do if personally present at
the Meeting.
4. I/We revoke all proxies previously given.

Dated this..... day of, 2019 at.....
(date) (month) (location)

Signature: _____

Address: _____