

Canadian Parents for French, 45th Annual General Meeting
Sunday, September 12, 2021, 11:00am – Noon EST
Hybrid Meeting Held In-Person at Montebello, Quebec & Online via Zoom

Voting Delegates in Attendance:

- National Board of Directors: President, Derrek Bentley; Vice-President, Kate Peters; Treasurer, Marc Gobeil; Secretary, Wendy Carr; Directors at Large: Diane Tijman, Nancy McKeraghan, Richard Slevinsky
- Branch Presidents or Designates: Nancy Taylor, BC & YT; Emma Piayda, AB; Maggie Hawkes, NWT; Janet Loseth, SK; Michael Hudon, MB; Myron Karpiuk, ON; Greg Keith, NB; Kate Ashley, NS; Mary Macphee, Vice-President, PEI; Laun Shoemaker, Vice-President, NL.

Chair of AGM – Derrek Bentley, President, CPF National Board of Directors

1. Call to order – Acknowledgement of the Territory

- Meeting begins at 11:09am.
- President, Derrek Bentley, welcomed delegates and attendees to the 45th Canadian Parents for French National Annual General Meeting.
- President completed the land acknowledgment and reviewed the rules of order. All in attendance may speak to a motion. Only the voting delegates will be able to vote on motions: the CPF Branch Presidents or assigned delegates, and the directors of the CPF National Board. All 17 voting delegates are in attendance. All voting delegates asked to ratify their support in agreement by raising their hand if in the room or writing ‘agree’ in the zoom chat or indicating the ‘thumbs up’ reaction. If making a motion, they are to say their name via zoom and write it in the chat, or say their name if in the room. Quorum is 2/3 or 12. As chair of the meeting, the President will only vote in the event of a tie.

2. Adoption of the Agenda

- President asked for any changes or additions to the agenda – no changes requested.

MOTION TO ADOPT AGENDA

- Maggie Hawkes (CPF NWT) moves to adopt the 44th Annual General Meeting agenda, seconded by Nancy Taylor (CPF BC & YK).

CARRIED

3. Minutes of the virtual AGM of October 18, 2020 on Zoom

- Minutes approved from the 44th Annual General Meeting accepted at National Board Directors meeting in January 2021. The minutes were posted on the CPF National website.

4. Business Arising from the Minutes

- No business arising from the past AGM.

MOTION TO ACCEPT MINUTES

- Moved by Marc Gobeil (CPF National) to accept the minutes of the 44th Annual General Meeting, seconded by Myron Karpiuk (CPF ON).

CARRIED

5. Reports

a) President Report – Derrek Bentley

- Biggest challenge of the past year was the global pandemic and its impact. President wanted to take this opportunity to think of and thank those in the community, Front line workers such as health care workers,

grocery workers, and school workers and those people who may have contracted Covid or lost loved ones to Covid, particularly while many at CPF have been able to work at home.

- It has been an honour to serve as the National President since the fall, which was a different time. Many things changed on all fronts. Parents became teachers, youth became key supporters to younger siblings, teachers became video conference superstars. Many had to adapt to meet the challenge at CPF.
- CPF took the time to reflect and reach out to families to ensure they were more aware of their efforts by removing membership fees for the year. There was a 100% increase in membership, to over 54,000 members. CPF had to shift to fully virtual programming, such as the Network Conference, *Concours d'art oratoire*, and Virtual Tutoring *en Français*. CPF has continued to advocate for the modernization of the Official Languages Act, and met with Minister Mélanie Joly, calling for equitable access to quality French programs for all Canadian youth.
- CPF has increased sharing across the network as traditional geographical barriers were eliminated, using new technologies, making the CPF Strategic Plan slogan "Stronger Together" more important than ever imagined.
- The CPF National Board has focused on actions to make the Board and network more diverse, equitable, inclusive, and accessible. Actions included first revisions of Nominations practices and hiring a consulting firm that will interview network leaders on the topic of Diversity, Equity, Inclusion and Leadership.
- CPF needs to work to fully represent its membership, identify barriers, create solutions to have a greater reach, and create safe spaces for everyone. CPF takes this commitment seriously. Looking ahead, CPF needs to work on making its membership more inclusive and welcoming, reach out to new volunteers, and consider new ways of making its network stronger.
- Looking back, CPF made it work. It came together under ever-changing circumstances and created many different plans. President expressed thanks to all youth, parents, grandparents, administrators, and volunteers who took on brand new roles. This was only possible due to their dedication.
- President thanked the National Board of Directors for their support and to the National staff who pulled off a hybrid event this year and encouraged everyone to get vaccinated and stay healthy.

b) Executive Director Report – Nicole Thibault

- The Executive Director remains passionate about CPF's mission and mandate. She spoke about the year of the pandemic and how it changed the organization and encouraged it to think differently, shifting funds and creating virtual learning activities for families when they needed it most. She is most proud of the fact that CPF was there for families.
- The pandemic allowed CPF to test how it has grown as an organization, a never lived before new experience for the leaders in not-for-profit organizations. CPF stepped up and demonstrated a lot of empathy, care and patience. Everything took a bit longer in a remote working world. The technology audit allowed CPF to prepare for the virtual reality, and the strength of the Council of Executive Directors brought us forward, by discussing plans for remote work, staying connected, discussing ideas, and putting forth plans. The EDs' insights really showed their commitment, and the staff and boards worked together.
- It was a brave idea to forego the membership fees. It was appreciated, as seen in the numbers. CPF reached out to many new families through virtual programming and social media. They were able to do stay-at-home French activity ideas, such as scavenger hunts in your neighbourhood. There were over 68,000 hits and downloads, which demonstrated the appreciation of families and showed that French was a part of their everyday life. CPF reached 840 delegates at their Virtual Conference in the fall. The Virtual Tutoring has over 500 students registered. This happened as a result of support from all of the branch staff, supported national and demonstrating shared leadership and collaboration. She invited everyone to look at the activities in the national annual performance report, as well as branch annual performance reports, to see what worked in the branches during this special year. One of CPF's biggest endeavours was the revitalized website. The calendar of events shows impact, as there are events every day of the year. This is a great way to visualize what CPF is doing across the country.
- She thanked the Department of Canadian Heritage, Official Languages Support Branch, for quick and regular communications, and for allowing CPF to transfer travel to technology improvements. This allowed CPF to reach more members and serve families in different ways. They are truly committed to official language learning and there is an environment of mutual respect.

- CPF offers many opportunities and tries to show different perspectives, but this year was a time of reflection. CPF stands for FSL for all, as well as equity, inclusion, and equality. These past months brought CPF to inward reflection and more awareness of systemic bias in the organization as we commit to being better than yesterday and will use their voice and resources to stand up for these values. CPF inspires to be a network that is inclusive of all Canadians.
- CPF is all about people. There is much passion and commitment. The Executive Director is proud to work with a strong National Board of Directors. She thanked them for their support, and untiring passion and commitment. They face difficult decisions head on and devote great thought in the follow-through of their actions. She thanked the national staff for supporting her and the whole organization. They are moving toward a collaborative model, and are able to feature each of their expertise. One branch particularly stepped up: Michael Tryon and CPF Alberta offered staff guidance and operational support to CPF NWT. Michael made sure he stayed connected with his staff, without any financial gain to CPF AB, considering it a gain to the network. This demonstrates that we are 'Stronger Together'. She invited everyone to think of what their shared leadership role is in creating a vibrant organization and amplify their impact. She thanked everyone and looks forward to serving for another year.

MOTION TO RECEIVE BOTH THE PRESIDENT AND THE EXECUTIVE DIRECTOR REPORTS

- Wendy Carr (CPF National) moves for the President and Executive Director Reports to be accepted, seconded by My Dang (CPF ON).

CARRIED

c) Treasurer Report – Marc Gobeil

- Marc Gobeil shares verbal report for 2020/2021 fiscal year.
- CPF National receives most funding from Canadian Heritage. It also receives money from membership fees, advertising, product sales, and donations. CPF prioritizes diversifying funding and decreasing its reliance on its core programming by obtaining project funds as well as grants.
- Auditor presentation / Audited Financial Statement 2020/2021 – video presentation by CPF auditor Marc Brazeau from Marcil Lavallée to the delegates.
- Marc Gobeil opened the floor to questions about the auditor report. No questions asked.
- Recommended appointment of auditor, Marcil Lavallée, for 2020/2021.
- Marc Gobeil thanked Cathy Stone, CPF National Director of Operations, for her continued good work and her confidence.

MOTION TO ACCEPT AUDITED FINANCIAL STATEMENTS

- Nancy McKeraghan (CPF National) moves for the audited financial statements to be accepted as received, seconded by Richard Slevinsky (CPF National).

CARRIED

MOTION TO APPROVE APPOINTMENT OF THE AUDITOR

- Marc Gobeil (CPF National) moves to approve the appointment of the auditor, Marcil Lavallée, for the 2021/2022 fiscal year, seconded by Maggie Hawkes (CPF NWT).

CARRIED

MOTION TO ACCEPT TREASURER REPORT

- Richard Slevinsky (CPF National) moves for the Treasurer Report to be accepted, seconded by Larry Vaters (CPF NL).

CARRIED

6. Standing Committee Reports

- The President thanked the Standing Committees and Ad Hoc working groups that have provided support to the National Board of Directors. These committees have ensured a broad CPF perspective on many topics. He thanked the FSL Advocacy and Research Working Group for producing an excellent advocacy brief in 2020-

2021 on Linguistic Security and another on Virtual FSL Learning in 2021. He thanked Wendy Carr (chair), Diane Tijman, Michael Tryon, Betty Gormley, Paule Desgroseilliers, and Nicole Thibault.

- He invited the Bylaws Committee and Nominating Committee Chairs to report to the room.

Bylaw Committee Report – Nancy McKeraghan, Chair

- Nancy McKeraghan shared the Bylaw Committee report. In October 2021, the membership approved the amendments to the CPF National Bylaws. The approved document was deposited with Corporations Canada and posted on the CPF website in December 2021.
- Certain items within the proposed bylaws were removed by request of the CPF Ontario Branch. Their concerns were reviewed by the Chair and actions have been taken as required.
- In November, the last CPF Branch bylaws of the final CPF Branch requiring approval were adopted.
- The National Bylaw committee met on bylaw related items once, but work remains ongoing to assure alignment of documents, protocols, and procedures.
- Following training provided to the Council of Executive Directors by David Weiss, governance documents were updated regarding how to de-risk the organization, taking into consideration health and safety, working remotely, technology use and cybersecurity.
- The CPF National policies were reviewed in November 2020 and are posted on the CPF National website.
- Work was completed on the CPF Branch policies relating to Chapters (CHT).
- A draft affiliation agreement document is being created to address the legal and governing relationship between CPF National and Branches.
- Administrative support documents reviewed and created include the CPF Chapter Manual and Volunteer Handbook, the CPF Network Employment Handbook (including cybersecurity and remote work), templates for CPF employment contracts, job descriptions, and job reviews. These were provided to Council of Executive Directors.
- She thanked committee members, Diane Tijman, Betty Gormley, Nicole Thibault, Karen Pozniak, and Glyn Lewis. Opened the floor to questions – no questions asked.

MOTION TO ACCEPT BYLAWS COMMITTEE REPORT

- Nancy McKeraghan (CPF National) moves for the Bylaws Committee Report to be accepted, seconded by Michael Tryon (CPF AB).

Nominating Committee Report – Richard Slevinsky

- Richard Slevinsky reviewed that the Committee was formed after the Fall AGM of 2020 and met on a monthly basis to go over the terms of reference, including succession planning documents, and an interview questionnaire. Committee worked remotely due to the pandemic.
- The Nominations Committee was composed of Richard Slevinsky, Nancy McKeraghan, Maggie Hawkes, Rima Majaess, and Christine Rees.
- The Committee was tasked with filling four vacancies according to the Board terms of renewal. Nominations closed on April 26, 2021.
- Seven individuals expressed interest in serving the National Board. Four incumbents and one new candidate set their names for election: incumbents Wendy Carr, Marc Gobeil, Kate Peters, Diane Tijman, and Larry Vaters.
- Elections of four candidates were held in July 2021. All 17 delegates cast their vote. Wendy Carr, Kate Peters, Diane Tijman were re-elected, and new candidate Larry Vaters, with the election of the four candidates to be ratified today during this AGM.
- Two nominated candidates were put forth for the officer positions of President and Vice President and supported by electronic ballot closing on August 10 2021. Support to be confirmed today during this AGM for Derrek Bentley to serve as National President and Kate Peters to serve as National Vice-President for 2021-2022.
- The Chair thanked the committee and staff at CPF National, particularly Debbie Murphy.
- President asks if there are any questions. No questions asked.

MOTION TO ACCEPT BYLAWS COMMITTEE REPORT

- Nancy McKeraghan (CPF National) affirms Nominating Committee Report, seconded by Michael Tryon (CPF AB).

CARRIED

7. Ratification of the Election of the Directors to the National Board 2021/2022

- Michael Tryon (Executive Director, CPF AB), served as Chief Electoral Officer.
- Affirms decision to accept Board of Directors for 2021/2022: Derrek Bentley, Kate Peters, Nancy McKeraghan, Richard Slevinsky, Wendy Carr, Diane Tijman, and Larry Vaters.

MOTION TO RATIFY BOARD OF DIRECTORS FOR 2020/2021

- Nancy Taylor (CPF BC & YK) moves to ratify Board of Directors for 2020/2021, seconded by Emma Piayda (CPF AB).

CARRIED

8. Ratification of the Election of the 2 Officer Positions (President, Vice-President) to the National Board of Directors 2021/2022

- Michael Tryon affirms that the two nominated candidates have confirmed their interest in serving in these nominated capacities and asks to confirm support for Derrek Bentley to serve as National President and Kate Peters to serve as National Vice-President for 2021-2022.

MOTION TO RATIFY THE ELECTION OF THE 2 OFFICER POSITIONS

- Maggie Hawkes (CPF NWT) moves to accept Derrek Bentley to serve as President and Kate Peters as Vice-President, seconded by Kate Ashley (CPF NS).

CARRIED

9. Presentation of the National Board of Directors and Officers 2021/2022

- 2021/2022 National Board of Directors are congratulated.

Derrek Bentley, President
Kate Peters, Vice-President
Wendy Carr, Director
Richard Slevinsky, Director

Diane Tijman, Director
Larry Vaters, Director
Nancy McKeraghan, Director

10. Recognition of Service, Presentations to Volunteers and Staff

- The National Board of Directors honours key longstanding volunteer leaders:
 - Marc Gobeil, who served as Treasurer on the CPF National Board of Directors this year;
 - Larry Vaters, who is leaving his position with CPF NL Branch to join the CPF National Board of Directors;
 - Victoria Wishart, CPF AB Branch President, leaving after completing a full mandate;
 - Greg Keith, CPF NB Branch President, leaving after completing a full mandate;
 - Denise Massie, CPF ON Branch President and Robin Gallant, CPF PEI Branch President who both had to step down during the year and we thank their respective designates, My Dang and Mary McPhee for stepping in.
- The President thanked everyone for their commitment to FSL education in their respective provinces / territories and support for the CPF Network.
- Canadian Parents for French thanks and recognize Branch senior leadership staff reaching key milestones:
 - Karen Pozniak (CPF SK) – Recognizing 15 years of service. She has created the most creative virtual summer camp alternative over the last two years and guiding the video edition of the traditional *Concours*. She has spent much time updating administrative documents and policies.

- Betty Gormley (CPF ON) – Recognizing 15 years of service. She spearheaded French Street, SayOui.ca FSL teacher campaign. She has offered her time on several committees such as the Research and Advocacy Working group.
- Glyn Lewis (CPF BC & YK) – Recognizing 10 years of service. He developed the *Concours virtuel*, and has shared resources and had strong leadership with media and advocacy.
- These 3 Branch Executive Directors continue to lead by example. CPF is better for their longstanding commitment.
- The President recognizes and appreciates the contributions of all CPF volunteers and members from across the country who make CPF the special organization and network that it is. He also thanks all staff.

11. Questions

- President opens the floor to any questions and comments or any new business to add.
- A note in the chat: congratulations to Rebecca Lancaster (CPF NS), who was awarded the *Prix d'Excellence du Lieutenant Governor pour l'Acadie et la Francophonie de la Nouvelle Écosse*.

12. Adjournment

- The President adjourns the 45th meeting of Canadian Parents for French.
- 45th Annual General Meeting adjourned at 12:13pm.

Submitted by Debbie Murphy, CPF National Board Support - May 1st, 2022.

Reviewed by Diane Tijman, Secretary, National Board of Directors