

**Minutes of the
Annual General Meeting**
April 8, 2025
6:30 pm – 7:30 pm

Attendance Summary

Of 54 Total Members, as of April 8, 2025

- 23 Members Attended
- 3 Represented by Proxy

Non-Members in attendance

- 5 RisingOaks' Parents
- 40 RisingOaks' Employees
- 2 Guests

Per the RisingOaks Early Learning by-laws, a quorum of 20 members is required to transact business. The official attendance report is filed with these minutes.

Total Attendees/Proxies: 73

1. Welcome

- Lori Prospero, Chief Executive Officer (CEO), welcomed members and guests to the Annual General Meeting for the period ending December 31, 2024.
- A land acknowledgement was offered acknowledging that RisingOaks Early Learning programs and services are located within the traditional territories of the Anishinaabe, Chonnonton and Haudenosaunee peoples.
- Reviewed the meeting's agenda and the meeting tools for the webinar format.

2. Call to Order and Opening Remarks

- There being a quorum of members present for the transaction of business, and members having been giving adequate and proper notice of the meeting, the meeting was called to order at 6:41 pm. Julia Bloom served as Chair of the proceedings.
- Lori Prospero, board secretary, with support from executive assistant Susie Draper, was confirmed to record the minutes.
- Approval of the Agenda
 - **Motion:** It was moved, seconded and carried that the agenda for this annual general meeting of RisingOaks Early Learning Ontario be approved as presented.

3. Joint Report on Governance and Operations

- The Board Chair and CEO delivered a joint update highlighting governance and operational progress. Key achievements included:
 - Review of the 2022–25 Strategic Plan, with continued focus on influencing system planning, enabling sustainable growth, and fostering a flourishing team.
 - Kristine Parsons and Vanessa Maza, co-chairs of the Diversity, Equity, Inclusion and Belonging (DEIB) Committee, presented the DEIB Action Plan, with clear goals and actions to support inclusive practices.

- Strategic advocacy and expansion efforts aligned with the \$10-a-day child care system.
- Notable progress on enrolment and financial targets at Oak Creek, ongoing construction at St. Patrick (opening Sept. 2025), and approval for a future community-based centre (scheduled to open in 2026 as part of an affordable housing development).

4. Long-service Awards Recognition

- Kristine Parsons, Director of Operations, presented long-service awards to 27 deserving employees:
 - **5 years:**
 - Ponam Faeiz | Lincoln Road
 - Vanessa Karkheck | St. Luke
 - Chase Hyde | John Sweeney
 - Sierra Cooper | John Sweeney
 - Aysha Pir | St. Matthew
 - Sheri Robinson | Our Lady of Fatima
 - Jessica Quinn | Oak Creek
 - Lisa Yang | Oak Creek
 - Erin Wilhelm | Oak Creek
 - Krista-Ann Tzeckas | Saint John Paul II
 - **10 years:**
 - Stephanie Simpson | St. Brigid
 - Kiva Peletier | St. Brigid
 - Sara Wilford | St. Brigid
 - Velvet Corlette | John Sweeney
 - Bailey Robertson | St. Nicholas
 - Simone Haughton | John Sweeney
 - Josephine Allishaw | St. Matthew
 - Emily Rattray | John Sweeney
 - Samatha Loree | St. Brigid
 - **20 years:**
 - Janice Chubbs | Our Lady of Fatima
 - **25 years:**
 - Rukmanie Adulla | St. Matthew
 - Connie Cunningham | Saint John Paul II
 - Jennifer Silva | Saint John Paul II
 - Tami Sutton | St. John Paul II
 - **30 years:**
 - Lisa Rintoul | Our Lady of Fatima
 - **35 years:**
 - Denise Sharpe | Lincoln Road
 - **40 years:**
 - Joanne Neeb | John Sweeney

5. Treasurer's Report

- Stephen Brown, Treasurer, presented the 2024 audited financial statements, highlighting:
 - A year-end surplus of \$425,950, significantly outperforming the budgeted deficit of \$55,004, due to unplanned funding received in December.
 - Key points from the [audited financial statements](#) and [2024 Annual Report](#) were shared.
 - The statement of changes in net assets and inter-fund transfers were also reviewed.
- Questions were solicited from attendees; none arose.

5.1 Approval of the 2024 Audited Financial Statements

- **Motion:** It was moved, seconded, and carried that the Members of RisingOaks Early Learning Ontario approve the audited financial statements for the year ending on December 31, 2024, as presented.

5.2 Appointment of the Auditors

- **Motion:** It was moved, seconded, and carried that the Members of RisingOaks Early Learning Ontario appoint Hilborn LLP as its' auditors for the fiscal year ending on December 31, 2025.

6. Report of the Nominating Committee

- Alisha Michiels, chair of the nominating committee, presented the committee's report. The recruitment and selection process for directors, as outlined in the by-laws, was reviewed.
- The nominees were introduced as their biographies were read.
- **Motion:** It was moved, seconded and carried that the members of RisingOaks Early Learning Ontario elect the Board Recommended Slate of Nominees, as presented, to serve as directors for a 2-year term.
- Congratulations were offered to newly elected, and re-elected directors: Christiana Alkiviades, Necia Martins, Robert MacDonald, Jessica Ronzio and Katherine Walsh.
- The full board of directors for the 2025-26 term was introduced: Alex Zhou, Alisha Michiels, Bernard Crawford, Cindy Ofunne, Christel Wu, Christiana Alkiviades, Julia Bloom, Necia Martins, Robert MacDonald, Jessica Ronzio and Katherine Walsh.

7. Board Appreciation

- The board recognized two directors who have completed their terms: Jennifer Tieu and Stephen Brown. Each will be presented with a small token of appreciation after the meeting.
- Julia Bloom, outgoing Chair, was inducted into the prestigious *Chairs' Circle of Excellence* in recognition of sustained commitment, effective leadership, demonstrated growth in governance, and mentoring future leaders. Jessica, on behalf of the board, thanked Julia for her exemplary leadership and contributions.

8. Closing Remarks

- Julia thanked the members, staff, and RisingOaks Early Learning families for attending and for being engaged in the work of the organization.
- There being no further business, the Annual General Meeting concluded at 7:36 pm.

DISCLAIMER

The above minutes should be used as a summary of the motions passed and issues discussed at the meeting. This document shall not be considered a verbatim copy of every word spoken at the meeting. These minutes were approved by the board of directors on May 13, 2025 and now form part of the Public Record for RisingOaks Early Learning Ontario.

Original copy signed by:

Julia Bloom
Board Chair

Lori Prospero
Corporate Secretary