

OCIC AGM 2023 Agenda

Welcome
Land Acknowledgement
Approval of the Proposed 2022 AGM Agenda
Approval of the 2022 AGM Minutes
President's Report
Presentation of Audited Financial Statements
Approval of 2023-2024 Auditor
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Presentation & Election of Candidates to the Board of Directors
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Draft Minutes of OCIC AGM 2023

Held virtually on Zoom - September 26, 2023 - 10:00 a.m. to 12:30 p.m.

Welcome & Introductions

- 1.1 Welcome from Kimberly Gibbons, OCIC Executive Director. Kim gave opening remarks and reviewed the technical details and Code of Conduct for the meeting.
- 1.2 Ruth Taylor, OCIC Board Director, offered a Land Acknowledgement.
- 1.3 Kristin Douglas, OCIC Board President, welcomed the membership to OCIC's 2023 Virtual AGM, called the business meeting to order, and explained the voting procedure.
- 1.4 Voting members did a test motion and poll using the Poll Everywhere voting platform. Moved by Tina Sweeney (Cuso International) and seconded by Marlen Mondaca (Canadian Feed the Children).
- 1.5 Quorum was met, allowing us to proceed.

Business Meeting

2.1 Approval of the Proposed 2023 AGM Agenda (Kristin Douglas)

- i. *Motion to approve the proposed 2022 AGM Agenda moved by Esperanza Monsalve (YMCA GTA). Seconded by Marlen Mondaca (Canadian Feed the Children). **Motion carried.***

2.2 Approval of 2022 AGM Minutes (Kristin Douglas)

- i. The minutes from the 2022 AGM were presented to the membership.
 - a. It was recommended to include either the number of participants or a participant list to the board meeting minutes.
- ii. *Motion to add participation details to the AGM minutes moved by Esperanza Monsalve (YMCA GTA). Seconded by Marie Meloch (Jane Goodall Institute). **Motion carried.***
- iii. *Motion to approve the 2022 AGM minutes as presented moved by Esperanza Monsalve (YMCA GTA). Seconded by Su McLeod (PWRDF). **Motion carried.***

2.3 President's Report (Kristin Douglas)

- i. Kristin Douglas provided an overview of the work of the Board and its Committees this year. The staff team changed and grew at certain moments throughout the year, with new staff joining us in core positions funded by Global Affairs Canada, and short-term positions supported by Employment Social Development Canada.

ii. Highlights included:

A. Executive Committee

- a. Connected on a monthly basis to support our Executive Director, discuss strategic priorities, and set meeting agendas, making this volunteer opportunity valuable and meaningful to each board member and to the Council.

B. Finance Committee

- a. Reviewed budgets and financial items prepared by management throughout the year, and received reports on OCIC and the ICN's three year cost extension proposals to Global Affairs Canada, which were signed in March.
- b. Led a review of our Reserve Fund Calculations, supported our Annual Audit, and continued to think about Fund Diversification and pathways for new income generating opportunities.

C. Membership and Nominations

- a. Reviewed and recommended 5 new organizational members and 28 new associate members for approval.
- b. Supported membership renewal campaign and connecting with members to find out more about how you have engaged with OCIC over the year, and how you envision future engagement in the upcoming year.

D. Personnel Committee

- a. Continued to support the Executive Director and Director of Operations in the recruitment, hiring and review of staff, and supported exit interviews as needed, exploring recommendations accordingly.

- b. Is working on updating OCIC's Personnel Policy.
- c. Helped to review OCIC's revised Anti-Oppression and Anti-Racism Policy, work led by the Governance Committee.

2.4 Presentation of Audited Financial Statements and Approval of 2022-2023 Auditor (Courtney Mollenhauer)

- i. Courtney Mollenhauer, OCIC Board Treasurer, provided highlights of the audited financial statements for the 2022-2023 fiscal year (as at March 31, 2023). OCIC had a clean unqualified audit for the year and ended the year with a surplus of \$26,000, which increases our net assets to \$145,670. This was OCIC's sixth year using Pennylegion/Chung LLP as its auditor. The auditor found no concerns during the audit and endorsed the financial health of the organization.
- ii. *Motion to approve Pennylegion/Chung LLP as auditors for the 2022-2023 financial year moved by Marlene Mondaca (Canadian Feed the Children). Seconded by Florestan Fillon (World Accord). Motion carried.*

2.5 Governance Committee Report (Bella Lam)

- i. Bella Lam, OCIC Board Director, shared that the focus of the Governance Committee this year has been to finalize a consolidated Anti-Oppression and Anti-Racism Policy, which was approved by the Board in April and is now available on OCIC's website. This Policy draws from the lived and living experience from many staff, Board and volunteer members, and was put together through the efforts of people of colour and marginalized communities who have historically shouldered the labour of this work. This policy applies to all OCIC staff, Board Directors and volunteers. It also applies to OCIC members, partners, funders, contracted parties and representatives when they are interacting with, engaged by, or working with or for OCIC. Molly Grove shared details of the M&E framework the Committee developed, which aims to break down the policy into actionable items and measurable indicators that will inform future practice.

2.6 Ratification of New Members (Jacquelyn Wright)

1. Jacquelyn Wright, OCIC Board Director, introduced 5 new Organizational members and 28 new Individual Associate members to be ratified.
2. *Motion to ratify Co-operative Development Foundation of Canada (CDF Canada) as an Organizational Member, moved by Juan Suarez (Inter Pares). Seconded by Marie Meloche (JGI). Motion carried.*
3. *Motion to ratify Plan International Canada as an Organizational Member, moved by Su McLeod (PWRDF). Seconded by Florestan Fillon (World Accord). Motion carried.*
4. *Motion to ratify Raising the Village as an Organizational Member, moved by Tina Sweeny (Cuso International). Seconded Juan Suarez (Inter Pares). Motion carried.*
5. *Motion to ratify WaterAid Canada as an Organizational Member, moved by Kiddy Mengesha (Beautiful World Canada). Seconded by Su McLeod (PWRDF). Motion carried.*
6. *Motion to ratify HelpAge Canada as an Organizational Member, moved by Florestan Fillon (World Accord). Seconded by Juan Suarez (Inter Pares). Motion carried.*

7. *Motion to ratify the full list of 28 individual associate members moved by Florestan Fillon (World Accord). Seconded by Marie Meloche(JGI). **Motion carried.***

2.7 Presentation & Election of Candidates to OCIC Board of Directors (Martina Coraci)

- i. Martina Coraci, OCIC Board Director, explained the OCIC Bylaws regarding the composition of the Board of Directors and presented the current Board of Directors in-term, including:

Organizational Members:

- Martina Coraci (World Renew)
- Jacquelyn Wright (Canadian Feed The Children)
- Courtney Mollenhauer (Transforming Faces)
- Charanya Thiyanavadivel (Canadian Feed the Children)

Associate Members:

- Christina Muia
 - Alice Ng Bouwma
 - Molly Grove
- ii. Martina Coraci presented the four nominations for four possible organizational member seats:
- Kristin Douglas (World Accord)
 - Bella Lam (Jane Goodall Institute of Canada)
 - Soofia Mahmood (Raising The Village)
 - Hyang Cho (Good Neighbors Canada)

And two nominations for one possible Associate Member seat:

- Aysha Dawood
- Brian Waters

Each of the candidates shared their credentials and motivation for becoming members of the OCIC Board of Directors.

- iii. Since no other nominations were received prior to the deadline and that all candidates had been endorsed by two or more OCIC members in good standing, the Board put forward a recommendation to acclaim and ratify the full slate of Organizational Members and to vote on the Associate Member candidates. Voting results were shared after the ED Reports.
- iv. *Motion to acclaim and ratify the slate of 4 candidates for the four available Organizational Members seats. Moved by Esperenza Monsalve (YMCA of Greater Toronto). Seconded by Florian Fillon (World Accord). **Motion carried.***
- v. *Motion to select 1 candidate to serve as an Associate Member. Moved by Esperenza Monsalve (YMCA of Greater Toronto). Seconded by Tina Sweeney (Cuso International). **Motion carried.***

2.8 Executive Director & Programs Report (Kimberly Gibbons, Pragya Tikku, Joelle Kabisoso, Vladimir Gómez, Shehara Athukorala)

- i. Kimberly Gibbons thanked all candidates for their willingness to serve on the OCIC Board of Directors, and provided an overview of key Council efforts to strengthen capacity, increase multi-sectoral dialogue, and influence and inspire our community and the broader public over the past year. She highlighted that in OCIC's efforts to support the international cooperation sector we seek to amplify and uplift key work in strategic ways, providing space for critical

reflection and learning, skills building, innovation and action. She highlighted the following initiatives undertaken this year as examples of OCIC's partnership approach and desire to leverage others' assets and to increase collaboration and impact:

- a) This year the ICN Policy and Research Work, 'Towards a more Decolonial, Anti-racist and Feminist Public Engagement, identified five key actions that both governmental and ngo actors can take, (including: centering communities, investing resources, fostering open dialogues, building relations of trust and solidarity, and developing critical reflexivity mechanisms). OCIC offered an in-person and virtual workshop on the same themes, with a focus on moving from Research to Practice' (January in-person & February online)
 - b) With Spur Change we offered in-person and online workshops on RBM 201 (with facilitator Darren Brown), and on 'Building Equity' (a series focused on developing a diversified, ethical, and equity-centred fundraising and resource mobilization strategy, with Jo Roderigez.)
 - c) In November we supported an event focused on amplifying 'Trans Voices from Peru: and their efforts to Strengthen Leadership and Access to Human Rights', in collaboration with the YMCA of Greater Toronto and Dignity Network Canada.
 - d) Our International Development Week program in February included engagement of two Ambassadors and a number of members in our Innovation Lab Virtual Panel 'Climate Change Mitigation and Adaptation' and 'Arts-Based Engagement for Climate Action' In-Person Workshop; Virtual Career Panel; Climate, Women, Peace & Security Virtual Panel; and IDW 2023 SM reels on each of the 5 IDW 2023 sub-themes, in collaboration with 12 different member organizations.
 - e) In March we helped convene a virtual panel focused on 'Defending the right to learn: how Canada can support Afghan women and girls in collaboration with Canadian Women for Women in Afghanistan, Community World Service Asia, Presbyterian World Service & Development, and Afghan women living in Afghanistan and as refugees in Pakistan.
 - f) In June we co-presented a Summer Institute in Community-based Participatory Action Research in collaboration with the Knowledge Equity Lab and the Toronto Centre for Community Learning & Development under the umbrella of the Tkaronto Knowledge for Change (K4C) Hub.
 - g) Throughout the year and behind the scenes, OCIC and ICN management worked extremely hard to secure a three-year cost extension for the Councils and ICN 'Inspiring Action for Global Citizenship' program (signed March 29, 2023 - ending July 31, 2026)
 - h) We are now focused on profiling the successes of SMOs over the past 4.5 years, and encouraging the government of Canada to renew its commitment to SMOs and other diverse actors before the FIT and Spur Change programs come to an end.
- ii. Kimberly invited Pragya Tikku, OCIC's Community Engagement Specialist, to share an overview of key OCIC public engagement programs.
 - iii. Pragya shared that OCIC's Youth Policy Makers-Hub (YPH) met monthly for the YPH virtual 'Policy Matters' series focused on the SDGs; for a two-day in-person Retreat focused on relationship building and training on policy advocacy tools by Results Canada; and for ongoing 'Coffee Chats' on YPH members' policy interests, and to develop the YPH 'WriteNow Series' and Advocacy Toolkit.
 - iii. Pragya invited Joelle Kabisoso to share highlights of her experience as an YPH member, including

as one of OCIC's delegates to the United Nations Commission on the Status of Women (CSW67) in March 2023, in New York.

- iv. Joelle highlighted the value and relevance of the YPH program, including providing important opportunities for her to meet like-minded youth, to learn about policy issues, to participate in CSW67, and to be supported by OCIC staff. She noted that her experiences helped her in her work leading Sisters in Sync, a Hamilton, Ontario based non-profit organization supporting Black women and girls.
- v. Pragma shared some of OCIC's capacity strengthening and PE activities for the year ahead, including: GE Hub meetings and Art Therapy workshops; YPH 'Policy Matters' webinars focused on the 6 FIAP Action Areas, an In-person YPH retreat, and monthly YPH 'Coffee Chats' focused on member policy interests. OCIC will also take a member delegation to CSW68 in March 2024.
- vi. Vladimir Gomez, OCIC's Regional Retreat Coordinator, provided an overview of the four day 'Wasan 2023 Spur Sparks Regional Retreat' that OCIC will lead in partnership with AQOCI, ACIC and Spur Change, October 16-19 on Wasan Island. This Retreat will bring 22 youth and civil society actors from small and medium-sized organizations (SMOs) from across Ontario, Quebec and Atlantic Canada together, alongside our international guest Eric Mamboue, Country Director for WaterAid Burkina Faso.
- vii. Shehara Athukorala, OCIC's Learning and Impact Specialist, presented highlights of an OCIC needs assessment including, in particular, interest in fostering more peer to peer dialogue, learning and knowledge sharing opportunities with international partners and with GAC technical experts, on various topics.
- viii. Kimberly concluded by sharing that in the coming year OCIC will be transitioning from the Ontario (ONCA) to the Canada Not-for-Profit Corporations Act (CNCA).
- ix. Janice Hamilton, Executive Director of the Manitoba Council for International Cooperation (MCIC) and host of the Fund for Innovation and Transformation (FIT) Program, and Andreeanne Martel, Director of the Spur Change Program, hosted by the Alberta Council for Global Cooperation (ACGC) shared presentations about their programs.

2.9 Approval & Ratification of Candidates elected to the OCIC Board of Directors (Martina Coraci)

- i. Martina Coraci returned to share the results of the vote. The slate of candidates for the four available organizational members board positions was acclaimed and ratified. Aysha Dawood was elected for the Associate Member position.
- ii. *Motion to delete the digital tracking of election results within 30 days moved by Florestan Fillon (World Accord). Seconded by Juan Suarez Inter Pares). **Motion carried.***

2.10 Volunteer/Staff/Board Recognitions (Lisa Swainston, Susan James)

- i. Lisa Swainston, OCIC Director of Operations recognized retiring Board Directors Nabil Ali (IDRF), and Ruth Taylor (Heart-Links) for their service and contributions to the OCIC Board of Directors.
- ii. Susan James, OCIC Associate Member & Personnel Committee Member recognized staff, volunteers, members and partners for their exceptional work this year, and in this AGM.

2.11 Business Arising

i. No issues raised.

2.12 Adjournment of Business Meeting (Kristin Douglas)

i. Motion to adjourn the business meeting moved by Florestan Fillon (World Accord). **Meeting adjourned.**

List of participants

Racha Abou Chakra	Associate Member
Momina Ahmed	Amnesty International Canada
Hamza Ansari	HelpAge Canada
Arabelle Arcaina	OCIC
Heather Arnold	CMETrust
Shehara Athukorala	OCIC
Nadia Benmouna	
Megan Botha	Horizons of Friendship
Maria Carmona	Presbyterian World Service & Development
Hyang Cho	Good Neighbours Canada
Maria Ciarlandini	Vinces
Martina Coraci	World Renew
Nicole Dagher	WaterAid Canada
Aysha Dawood	CAFIID
Mama Dembele	Malian Association for Gender Justice
Kristin Douglas	World Accord
Kevin Dyck	Public Sector Finance & Audit Consultant
Florestan Fillon	World Accord
Kimberly Gibbons	OCIC

Geetanjali Gill	University of the Fraser Valley (UFV)
Vladimir Gómez	OCIC
Molly Grove	Salanga
Susan James	Associate Member; OCIC Personnel Committee Member
Sarah Judd	OCIC
Melina Kalamandeen	Amref Canada
Rodrigo Konigs	Horizons of Friendship
Bella Lam	Jane Goodall Institute of Canada
Soofia Mahmood	Raising The Village
Su McLeod	PWRDF
Marie Meloche	Jane Goodall Institute of Canada
Kiddy Mengesha	Beautiful World Canada
Mary Milner	Plan International Canada
Courtney Mollenhauer	Transforming Faces
Marlen Mondaca	Canadian Feed The Children
Esperanza Monsalve	YMCA of Greater Toronto
Christina Muia	Skills for Change
Peace Mukazi	Results Canada
Kagwiria Muturia	World Renew
Alice Ng Bouwma	Canadian Red Cross
Liam O'Doherty	TakingITGlobal
Nana Ama Ofori	Crossroads International
Chrysllyn Pais	Amnesty International Canada
Rajesh Pisharody	The Teresa Group
Khalil Rantissi	Associate Member

Joella Reitsma	Kentro Christian Network
Peniel Rwendeire	Urban League of Canada
Srijain Shrestha	OCIC Lead Volunteer
Sanjeev Singh	Co-operative Development Foundation of Canada
Amal Smaili	PhD Student
William Sparks	Associate Member
Piera Spinelli Barrile	Rayjon Share Care
Juan Camilo Suarez C	Inter Pares
Lisa Swainston	OCIC
Tina Sweeney	Cuso International
Ruth Taylor	Heart-Links Lazos de Corazón
Dan Walters	Ontario Tech University
Brian Waters	York University
Mishka Watin	OCIC Lead Volunteer
Jacqueline Wright	Canadian Feed The Children
Maggie Zeng	World Renew
Najia Zewari	Global Women's Network
Vicky Zhou	University of Toronto