

OPTIONS MISSISSAUGA PRINT & OFFICE SERVICES

Draft Minutes of the Annual General Meeting

Date: December 11, 2025

Time: 5:00 pm

Location: 151 Lakeshore Rd W, Mississauga Ontario

1. Call to Order

The Annual General Meeting of Options Mississauga Print & Office Services was called to order at 5:12pm.

The meeting was chaired by Marlene Bauer, Board President, with minutes recorded by Edward Vesel, Treasurer.

The Chair confirmed that notice of the meeting was given to members entitled to vote in accordance with the Act and the by-laws.

55 Members were present. Quorum being present, the Chair declared the meeting duly constituted.

2. Opening Remarks

The Executive Director welcomed members, guests, staff, and community supporters and thanked everyone for attending the 2025 Annual General Meeting.

It was noted that this meeting marked the organization's second in-person AGM since the COVID-19 pandemic, and appreciation was expressed for the strong attendance and continued community support.

Members were advised that AGM materials, including Board bios, the minutes of the 2024 AGM, and the audited financial statements, were distributed electronically earlier in the week, with links to posted documents. Printed copies were made available upon request.

It was further noted that beginning next year, the organization intends to return to best practice by circulating AGM materials one month in advance.

3. Land Acknowledgement

A Land Acknowledgement was read and respectfully received by those in attendance.

4. Approval of Agenda

A motion was made to approve the agenda for the 2025 Annual General Meeting.

Mover: Ira Jurevics

Seconder: Corrine Lozada

Carried.

5. Approval of Minutes of the 2024 Annual General Meeting

The minutes of the 2024 Annual General Meeting, previously distributed and posted online, were presented for approval.

Mover: Peter Gonzalez

Seconder: Ed Vessel

Carried.

6. Introduction of the Board of Directors

The Chair introduced the members of the Board of Directors and offered brief remarks regarding the Board's role and commitment to the organization.

Members were advised that the organization welcomes expressions of interest from prospective Board members, with an approximate commitment of 3 to 4 hours per month.

7. Election of Directors and Board Nominations

It was noted that all current directors were eligible for election and had agreed to continue serving for the next term.

A motion was made to elect the following individuals as directors to hold office until the next AGM.

Mover: David Cutcher

Secunder: Corinne Lozada

Carried.

The floor was opened for additional nominations, including self-nominations.

- No nominations received from the floor - it was noted that Board recruitment would continue following the AGM.

8. Financial Overview

A financial overview of the 2024–2025 fiscal year was presented.

It was noted that the audited financial statements had been reviewed and approved by the Board of Directors in accordance with the organization's Constitution, and that the full audited financial statements were posted online for member review.

A link to the audited statements and a summary of the financial statements was provided at the meeting, and no questions were raised by the members.

9. Acceptance of Audited Financial Statements (2024–2025)

A motion was made to accept the audited financial statements for the 2024–2025 fiscal year, as approved by the Board of Directors.

Mover: Ed Vessel

Secunder: Marlene Baur-LarRose

Carried.

10. Appointment of Auditor (2025–2026)

A motion was made to appoint **Capstick McCollum & Associates** as auditor for the 2025–2026 fiscal year, with remuneration to be determined by the Board of Directors.

Mover: Christine Barlow

Seconder: Anju Singla

Carried.

11. Special Resolutions

No special resolutions were brought forward.

12. Annual Report Summary and Acknowledgements

The Executive Director presented highlights from the Annual Report, noting participant engagement, employment outcomes, growth in social enterprise activity, and strengthened community partnerships.

Gratitude was expressed to staff, instructors, participants, volunteers, Board members, funders, partners, and donors whose contributions supported operations, programming, job coaching, and one-on-one training throughout the year.

Members were encouraged to review the 2025 Annual Report printed or digital version for additional stories, program updates, and acknowledgements.

13. Adjournment

A motion was made to adjourn the 2025 Annual General Meeting.

Mover: Ed Vessel

Seconder: Marlene Baur-Larose

The meeting was adjourned at 5:40 pm.



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14. Post-Meeting Gathering

Following the adjournment of formal business, attendees were invited to participate in a social gathering, including musical performances, a raffle, and the opportunity to view and purchase artwork and products created through the organization's programs.

Respectfully submitted
