

**DRAFT Minutes of the Oxfam Canada Annual General Meeting  
Held September 14, 2019 at Oxfam Canada, Ottawa, and by Teleconference**

Present at the Meeting: Ricardo Acuna (Chair), Nidhi Tandon, Mary Ellen MacCallum, Julie Delahanty, Bilan Arte, Jessica McCormick, Oliver Martin, Sope Ogunrinde, Kate Higgins, Jennifer Luedey, Lauren Ravon, Diane O'Reggio, Christina Polzot, Andy Joyce, Bob Vandenberg, Delvina Bernard, Amelia Martin, Rita Parikh, Dudley Thompson, Michael Barley (phone), Abdur Rahim

The chair opened the meeting at 11:04 AM EDT

**1. Welcome**

Ricardo Acuña welcomed everyone to the Annual General Meeting. He stated that proper notice had been given, quorum was achieved therefore this was a duly constituted meeting. Introductions were made around the table and by teleconference.

**2. Approval of the Agenda**

**MOTION CARRIED Moved/Seconded:** Bernard/MacCallum  
**THAT** the agenda be approved as presented.

**3. Minutes of the Annual General Meeting held September 15, 2018**

**MOTION CARRIED Moved/Seconded:** Vandenberg/McCormick  
**THAT** the minutes of the Annual General Meeting held September 15, 2018 be approved as presented.

**4. Report from the Chair**

Ricardo provided a verbal report to the membership. He noted that the current board term is coming to an end at the close of the Annual General Meeting. He thanked the outgoing board members for their contributions: Oliver Martin, Gerry Barr, Andy Joyce, and a special thank you to Nidhi Tandon who has served on the board for three consecutive terms.

Ricardo has been the Deputy Chair for Oxfam International (OI) this year. He highlighted the strategic plan and governance work he has been undertaking. The new strategic plan will be launched in the coming months with the next milestone being the Global Strategy Forum and a first plan draft of the new strategic plan expected in December. The changes to the governance structure continues to move forward in tandem with the strategy and model discussions. The Oxfam International Executive Director has provided her resignation to take up a post as head of UNAIDS and OI will be launching its search for a new ED for OI.

Ricardo thanked OCA's Executive Director, Julie Delahanty who will be departing from the organization at the beginning of next year. He expressed his gratitude to her for her leadership and her guidance of the organization.

**5. Update from the Executive Director**

Julie provided her thanks to her incredible team for their hard work in the past year and over the years. She discussed the internal work being done to build scenarios for the different potential outcomes of the upcoming federal election. She reassured the membership that the organization is in good shape financial for the next five years and is in a strong position to take advantage of whatever opportunities a new government might bring.

An update was provided on internal and external work that took place at Oxfam in the past year including: the Women Deliver Conference in Vancouver, OI strategy process and governance review, OIED transition, the work of the Safeguarding taskforce, the Humanitarian Coalition, collective bargaining at OCA, organizational change, work around culture, Feminist Principles, diversity and inclusion, and ED recruitment.

#### **6. Treasurer's Report**

Diane O'Reggio reviewed the audited financial statements with the membership and provided the highlights. The audited financial statements were included in the meeting materials and circulated to the membership ahead of the meeting.

No management letter was provided this year as there were no deficiencies in the audit. Diane thanked her team and the departments for their work.

#### **7. Appointment of Auditors FY20**

**MOTION CARRIED** Moved/Seconded: Parikh/Joyce

**THAT** the Board recommends to the membership that KPMG LLP Chartered Accountants be appointed as Auditors for the 2019/2020 fiscal year

#### **8. Nominations Report**

Oliver Martin provided a verbal report from the Nominating Committee. A committee comprised of board members that would not be returning for another term and members at large was struck to conduct the process. Many names were put forward as possible Board Directors and the committee conducted a rigorous vetting process, ensuring regional representation for the board.

The election was carried out electronically and closed at 10:59AM EDT on Saturday, September 14. The 2019-2022 board membership was announced at the meeting and the following individuals were elected to the OCA board:

1. Ricardo Acuña
2. Delvina Bernard
3. Mary Ellen McCallum
4. Bilan Arte
5. Jessica McCormick
6. Karen Sanders
7. Leilani Farha
8. Bob Vandenberg
9. Dudley Thompson
10. Paulette Senior
11. Rita Parikh
12. Amelia Martin
13. Larry Swatuk

**9. Adjournment**

Ricardo closed the meeting at 11:37 AM EDT and thanked everyone for their participation.