

**Community Futures Network of Canada  
Virtual Annual General Meeting**

September 29, 2021

12:00pm EST

**Minutes**

**Present:**

Members: Community Futures British Columbia – Troy Dungate  
Community Futures Saskatchewan – Patty Hughes and Jason Denbow  
Community Futures Alberta – Phyllis Maki  
Community Futures Manitoba – Jason Denbow  
Community Futures Ontario – Shawn Heard and Kevin Jackson  
New Brunswick Association of CBDCs – Line Doiron and Gaitan Michaud  
Nova Scotia Association of CBDCs – Erinn Smith and Jim Addicott  
Newfoundland and Labrador Association of CBDCs – Roseanne Leonard  
Prince Edward Island Association of CBDCs – Maxine Rennie and Cara MacDonald  
Northwest Territories CFDC – Linda Martin

Resources: Community Futures Ontario – Diana Jedig  
Community Futures Pan West – Colette Close  
Atlantic Association of CBDCs – Basil Ryan  
CFNC Executive Director – Lindsay Hugenholtz Sherk

Guest: Anne-Marie Perry, Graham, Scott, Enns, LLP

Regrets: Community Futures British Columbia – Wendy McCullough  
Community Futures Alberta – John Husch  
Community Futures Manitoba – Jim MacMillan  
Newfoundland and Labrador Association of CBDCs – Aiden Wadman  
Nunavut Community Futures Association – Marg Epp

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**1. Call to Order**

The meeting was called to order at 12:04pm (EST) by President Patty Hughes.

**2. Declaration of Conflict of Interest**

No conflicts were declared.

**3. Opening Remarks from the President**

President Patty welcomed everyone to the call. She gave an overview of the agenda for the call and asked everyone to introduce themselves.

**4. Approval of the Agenda**

M/ Jason Denbow

S/ Gaitan Michaud

To approve the agenda as presented. **/Carried.**

**5. Approval of the minutes from the CFNC AGM on September 29, 2020**

M/ Kevin Jackson

S/ Troy Dungate

To accept the minutes of the CFNC AGM of September 29, 2020, with the revision to add Shawn Heard as present. **/Carried.**

**6. Report of the CFNC Activities**

**a. Report from the President**

- Patty explained that she is at the end of her 2-year term as President and that she is pleased with the progress that was made given the challenges of the pandemic and that her remarks would reflect the highlights from the last year and also cover item 6.b. on the agenda, the update from the Representation Committee.
- Patty acknowledged that the members of the CFNC board have been highly engaged and supportive throughout the term: Jason Denbow, Linda Martin, Kevin Jackson, Shawn Heard, Gaitan Michaud, Line Doiron.
- The focus over the past year has been the administration and delivery of the Regional Relief and Recovery Program.
- Our previous advocacy efforts resulted in a strong relationship with Minister Joly, who advocated for the Community Futures Network and allocated almost \$500 million to Community Futures organizations for the Regional Relief and Recovery Fund.
- Patty paused to say how impressed and appreciative she is for the hard work of our Community Futures organizations and the incredible dedication of our staff and volunteers who managed to administer thousands of loans through the RRRF in addition to our regular activities. The pandemic has been difficult on everyone, and Patty is very proud to say that Community Futures organizations across the country played a critical role in pandemic relief and supporting our communities.
- Patty looks forward to sharing the performance results as soon as the CFNC Annual Report is finalized and ready for circulation.
- Our priority for 2020-21 was to advocate for an additional \$42.35 million over 5 years to increase the ability for Community Futures organizations to support federal programs and deliver the CF program.
- A Pre-Budget proposal was submitted to the federal Finance Committee in August as part of their annual consultation process. Additionally, a pre-Budget toolkit was developed and shared with provincial/regional members. Thanks to your efforts, CF representatives hosted over 30 meetings with MPs. We received very positive feedback on the advocacy toolkit and successful engagement with MPs.
- The Federal budget was announced on April 19, 2021, and no new or enhanced funding was included for CFNC. The Representation Committee has reviewed our strategy and recommended that we continue our advocacy efforts, especially since we will have the opportunity to meet in person with government officials at the 2022 National Event in Ottawa.

- We have updated our submission for the 2022 Pre-Budget consultations, which we expect will pick up again in late October once a new Cabinet is formed and a new Finance Committee is in place.
- A new Budget Toolkit will also be prepared, and we hope that we can count on CFOs to continue the discussion with their local MPs and advocate for additional funding for the program.
- In March 2020, the CFNC was awarded a contract for \$40,000 to conduct research into the social finance needs of social purpose organizations in rural Canada. The report was finalized and shared with government officials in June.
- Based on what we learned through that research, the Social Finance Committee then developed a Concept Paper to outline the CFNC's role once the Social Finance Fund is announced. Initial thinking was that CFNC would submit a proposal to the government to become the primary rural and remote wholesaler for the fund. Members of the committee used the Concept Paper to consult with CFs across the country and it was determined that, due to the significant capacity required to manage the RRRF, interest in the Social Finance Fund role was low.
- The government recently launched an RFP for wholesalers for the Social Finance Fund and the CFNC has opted out of submitting a proposal. We are however open to a partnership or complimentary role if other organizations seek our involvement.
- Since last October and the departure of Quebec from the Network, the CFNC Executive Committee has reviewed the Constitution and Operating Policies. Minor updates were made to the Operation Policies and Lindsay can send these documents to those interested in receiving them.
- With the anticipated election of three new Directors to the CFNC Board of Directors, the Executive Committee also provided guidance to the Executive Director on the development of a Transfer of Knowledge program so that the new Directors will be better prepared to contribute to the Board faster.
- Since the CFNC membership has not had a chance to get together in-person for well over two years, it was great to see such high levels of participation in the virtual members meetings that were hosted in November and February. We may look to host another virtual meeting prior to the National Event.
- We are looking at the CFNC Financial situation, since we have not received any additional funding from government, to determine how we will continue to manage the long-term operations of the national network. We hope to continue the discussion with the new Board and bring a formal recommendation to the membership soon.
- Patty thanked members of the Board who have all been actively engaged in the Board activities and involved in advocacy efforts. She conveyed that the Community Futures program is well positioned with the current government who are extremely impressed by our CFs response since the pandemic.
- Patty thanked Diana Jedig, Basil Ryan and Collette Close for their ongoing support to the Board.
- Patty acknowledged the members of the Communication Committee (Diana Jedig, Line Doiron, Phyllis Maki, and Kelsey Nixon) who are putting the final touches on this year's Annual Report. We hope to send you a link to the Annual Report in the next week, and a PDF version will also be made available so you can circulate electronically or print.
- Patty thanked Lindsay Hugenholtz Sherk, who continues to act as the CFNC Executive Director and has supported her throughout her term as President.

There were no questions for the President.

## **b. Update from the Communications Committee regarding CFNC Annual Report**

- Lindsay Hugenholtz Sherk provided an overview of the Annual Report and the process for compiling the information
- Creating the report as a microsite similar to last year, so it will be available online and in PDF
- It's been a very challenging experience to line up the data between the Provincial and Regional associations and the RDA's. Through this process, it has been revealed at the RDA's are collecting data differently, reporting data differently and interpreting data differently, all on the RRRF program

## **c. Update on the 2022 CFNC National Conference**

- Diana Jedig provided an overview regarding CFNC National Conference updates
- Currently there are 327 confirmed Early Bird registrants, which is 82% of the 400 "breakeven" number that we need
- 97% of the rooms are now booked from our block at the Westin
- We have two more hotels open right now, and a third one that will be open within the next week
- The Keynote Speakers we're looking at are Sebastian Sasseville, who talks about empowering leaders with purpose and inspiring organizations, Mark Devolder, who is the author of a book called Perpetual Pivot about how the best leaders adapt to exponential change, and Dr. Shawna Podges who is a physician astronaut/scientist astronaut, and talks about five key traits of resilience, which is all related to our scheme of rural and resilience
- We're inviting the Governor General of Canada, Mary May Simon to speak as well as Prime Minister Justin Trudeau
- In terms of special events:
  - May 8th we are planning a "virtual tour" of local entrepreneurs that will be held on the 22nd floor of the Westin and will include up to 10 small and medium enterprises that have been funded by CFDC's display, talking about their businesses, accompanied by videos of their actual business sites, since we won't be able to physically go to those
  - May 9th is the Canadian Museum of History and it's a "bring your MP" event. It's will include access to all the museum exhibits, food station meals, and will feature a storyboard that talks about the history of the Community Futures program – we will be looking to all of you to provide us with names of individuals who are long timers or lifers with Community Futures so that they can be interviewed to be part of that developing that storyboard
- We'll be featuring entrepreneurs from across Canada. We're going to be compiling provincial videos about successful clients to display throughout the event
- We have several workshops already lined up with majority of presenters from Community Futures, but we're also going to have discussion groups, as in previous years, so we'll need ideas regarding hot topics and current issues so that we can develop those discussion groups, as well as looking for some viable facilitators for those discussion group sessions

## **7. Presentation and Acceptance of the CFNC Audited Financial Statements as of March 31, 2021**

Kevin Jackson introduced Anne Marie Perry from Graham, Scott, Enns, LLP who presented the financial statements.

M/ Kevin Jackson

S/ Gaitan Michaud

To accept the audited financial statements as of March 31, 2021, as presented. **/Carried.**

**8. Appointment of Auditors**

M/ Kevin Jackson

S/ Troy Dungate

To appoint Graham, Scott, Enns, LLP as auditors for 2020-21 or until a replacement is appointed in their stead.” **/Carried.**

**9. Appointment of the CFNC Board of Directors**

Board of Directors: Karen MacDonald, Maxine Rennie, Linda Martin, Troy Dungate, Jason Denbow, Shawn Heard, Kevin Jackson.

M/ Troy Dungate

S/ Gaitan Michaud

To appoint the Board of Directors as presented. **/Carried**

**10. Adjournment**

M/ Line Doiron

To adjourn the Annual General Meeting at 12:34 pm (EST). **/Carried**