MINUTES

TLE Annual General Meeting

Fiscal year: 2023/2024

October 22, 2024
CDC Vimont + Zoom Video Conferencing/ 12:00 PM

BOARD DIRECTORS

Present:
Mona Arsenault, President
Valerie Sauriol, Treasurer
Christiane Dabbagh, Secretary
David MacDonald, Director

Absent:
Leana Ciavaglia, Director
Diane Richard, Financial Officer

STAFF MEMBERS:
Darlene Brown, Executive Director
Enza Ciampanelli, Community Manager
Tabatha Brown-Gerkes, Office Assistant

MEMBERS:
Kosal Chhith
Eileen Simms
Louis Nota
Melanie Hampartsoumian
Alex Murphy
Nadia Cipolla
Malena Maguina
Patience Nabachwa
Sara Hosseiniaraghi
Francesca Pitruzzello
Marilena Di Lullo
Xihan Chu
Matthew Rosen
Dimitri Katsiaras
Jack Martel
Vidya Harracksingh
Olivier Joncas
Gerardo Enrique Meillon
Angela Martin
Oziano

COMMUNITY:
Sylvia Behnk, GEC & GEC-2
Carmela Alaimo, CDC Vimont
Jessica Leahy, Literacy Quebec
Obed Dorlean, CDC Pont Viau
Amy De Micco, Garderie Monteuil

The meeting was called to order at 12:00p.m.

1. **Welcome/Call to Order**
   The President welcomed all members in attendance. Enza Ciampanelli delivered the land acknowledgement, recognizing that we gather on the traditional and unceded territory of the Kanien'keha:ka (Mohawk) people, a place that has long served as a site of meeting and exchange among nations.

2. **Approval of the Agenda**
   The President presented the agenda. Mona Arsenault moved the agenda be accepted as presented; seconded by Valerie Sauriol; unanimous.

3. **Adoption of the Minutes of TLE Annual General Meeting, October 17, 2023**
   The minutes were accepted as presented; moved by Christiane Dabbagh and seconded by Kosal Chhith; unanimous.

4. **President's Report**
   The President, Mona Arsenault, read the President's Message to all present. Christiane Dabbagh moved the President's Report be accepted as presented; seconded by Kosal Chhith; unanimous.

   4.1 Adoption of 2023-2024 TLE Annual Activity Report
   Community Manager Enza Ciampanelli presented two items: The Executive Director's Message on behalf of the Executive Director, who was present but unable to deliver the report verbally due to recent surgery and the 2023-2024 TLE Annual Activity Report. The report was adopted as presented; moved by Christiane Dabbagh and seconded by Vidya Harracksingh; unanimous.

   4.2 Adoption of 2024-2025 Action Plan
   Community Manager, Enza Ciampanelli, presented the 2024-2025 Action Plan. The 2024-2025 Action Plan was accepted as presented, moved by Kosal Chhith and seconded by Francesca Pitruzzello; unanimous.

5. **Treasurer's Report**
   5.1 Adoption of 2023–2024 Financial Review Engagement
   The Treasurer, Valerie Sauriol, presented the 2023-2024 Financial Review Engagement. The Treasurer moved to accept the 2023/2024 Financial Report prepared by Financial Officer Diane Richard and the Financial Review Engagement prepared by Accountant Patricia McGovern, C.P.A. as presented

   5.2 Appointment of Patricia McGovern, C.P.A. as TLE Accountant for the year 2024-2025
   The Treasurer, Valerie Sauriol, moved Patricia McGovern, C.P.A. be appointed as our accountant to carry out the financial review engagement for the fiscal year 2024-2025; seconded by Christiane Dabbagh; unanimous.

   5.3 Presentation of 2024-2025 budget
   The Treasurer presented the 2024-2025 budget. Valerie Sauriol moved the budget be accepted as presented, Francesca Pitruzzello seconded; unanimous.

6. **Ratification of Actions 2023-2024**
   Valerie Sauriol moved the actions taken during the 2023-2024 fiscal year by TLE Board of Directors be ratified and confirmed by this assembly, seconded by Mona Arsenault; unanimous.

7. **Board of Directors Nominations / Elections**
   The President explained the status of The Board of Directors and outlined the positions which have come to term:

   Current Status:
   President (one year remaining of a two-year term): Mona Arsenault
   Secretary (one year remaining of a two-year term): Christiane Dabbagh

   The following positions have come to term:
   Treasurer: (two-year term) Valerie Sauriol
   Director (two-year term) David MacDonald
   Director (two-year term) Leana Ciavaglia

   Today's Nominations:
   Treasurer (two-year term 2024-2026): Valerie Sauriol
   Director (two-year term 2024- 2026): David MacDonald
   Director (one-year term 2024-2025): Leana Ciavaglia

   Mona Arsenault moved that all nominations be elected by acclamation as presented, seconded by Kosal Chhith; unanimous.

8. **Next AGM Meeting**
   The next TLE Annual General Meeting is scheduled to be held Tuesday, October 21, 2025.

9. **Adjournment**
   President Mona Arsenault made a summation. The meeting was adjourned at 12:35p.m.

Mona Arsenault
President

Christiane Dabbagh
Secretary

Enclosures

- TLE AGM Agenda October 22, 2024
- Minutes of AGM, October 17, 2023
- The TLE Annual Report 2023/2024 including:
  - *Message from the President* page 1
  - *Message from the Executive Director* page 1
  - *TLE Financial Report 2023/2024* and *TLE PACTE budget 2024/2025* page 15
- 2023-2024 Financial Review Engagement by Accountant Patricia McGovern C.P.A.
- TLE Detailed Action Plan 2024/2025