



2017
Annual Report

**Annual General Meeting
Com-Span Incorporated
September 28, 2017**

Agenda

1. 6:00 P.M - Meal.
2. 6:30P.M. - **Welcome** to the meeting
3. **Introductions** of the Directors by Dennis Schellenberg
4. **Minutes** of the Meeting of September 21, 2016
5. **Board Reports:**
 - **President's Report** - Gus Mauro, delivered by Dennis Schellenberg, Vice President
 - By-law No. 3 Consolidated and Revised
 - Motion:** Margaret Ellis, Eileen Froehlich, "That By-law No.3, being a By-law to repeal and replace By-laws No.1 and No.2 of Com-Span Inc., be approved."
 - **Treasurer's Report** - Nike Bello, Audited Financial Statements for 2016/17.
 - Motion:** from membership, "To appoint MNP to be the Auditor for 2017/18."
6. **Executive Director's Report** - Jackie Nabudere
 - Staff Introductions – Cindy Dupuis
 - Update of fundraising for the purchase of a van - Allison Delaurier
7. **Election** of the Board of Directors - Margaret Ellis
8. **Honouring Jack Rice** – Dennis Schellenberg
9. **Appreciation of Services:** Volunteer and Employees Appreciation
 - Allison Delaurier 20 Years by Jackie Nadudere
 - Jackie Nabudere 30 years by Margaret Ellis
9. Adjourn

**COM-SPAN INC.
2016-2017
Board of Directors**

Gus Mauro	President
Dennis Schellenberg	Vice- President
Nike Bello	Treasurer
Margaret Ellis	Secretary
Eugene Normand	Director
Susan Sutcliffe	Director
Eileen Froehlich	Director
Clint Kehler	Director



**Minutes of the Annual General Meeting
September 21, 2016
Held at 66 Moore Avenue, Winnipeg MB**

1. Following a pleasant dinner at 6:00 p.m., Com-Span Executive Director Jackie Nabudere introduced the business portion of the AGM. She advised that the President of the Board, Jack Rice had sent his regrets as he was unable to attend due to unforeseen circumstances. Margaret Ellis, Board Secretary, assumed the duties of chairing the meeting.
2. Registration as a member of Com-Span Inc. consisted of signing the attendance book at the entrance.
3. Margaret Ellis reviewed the Minutes of the 2015 Annual General Meeting.
Motion: Susan Sutcliffe: That the minutes of the AGM of September 23, 2015 be approved.
Second: Eileen Froehlich. Carried.
4. Margaret Ellis introduced the Board members present: Gus Mauro, Vice-President; Scott Johanson, Treasurer; Eugene Normand, Dennis Schellenberg, Eileen Froehlich, and Susan Sutcliffe, and herself Secretary. She also introduced visitors Donna Houghton and Ryan Kelly.
5. Margaret Ellis reviewed accomplishments of the past year on behalf of Jack Rice. The assistant to the Executive Director's position has been increased to 0.4 EFT. RRSP changes have been implemented. Updates to the large activity room have been completed. The website changes and updates have been completed, and Com-Span now has an increased presence on Facebook and Twitter. Long range plan has been completed. Mission and Values statement will be presented for approval at this meeting. Investigation of the feasibility of a second site, and obtaining funding for the nursing position, expanding Com-Span's visibility in the community are goals which are ongoing. the Board supports and appreciates the dedication of the Com-Span staff and Sarah Riel Foundation.
6. Margaret Ellis reviewed the Mission and Values statement developed in the past year.
Motion: Dennis Schellenberg. To approve the Mission and Values Statement as presented.
Second: Destiny Bailey. Carried.
7. Scott Johansson presented the Treasurer's report, attached. He reported the financial picture and outlook for the past fiscal year was very positive, and the year ended on a strong note for both fiscal responsibility and cash reserve. Both funding and expenses per client have increased and number of clients increased from 29 to 31. Scott presented the audited report of the Com-Span Inc. 2015/16 Financial Statements prepared by the accounting firm MNP.

Motion: Susan Sutcliffe: That the audited financial statements for the year 2015/16 be approved.
 - i. Second: Gus Mauro. Carried.
Motion: Margaret Ellis: To establish a separate "rainy day fund" of \$80,000.
 - ii. Second: Eugene Normand. Carried.
Motion: Dennis Schellenberg: That the accounting firm MNP be appointed to be

auditors of the 2016/17 financial statements. Second: Destiny Bailey. Carried.

8. Jackie Nabudere presented the Executive Director's report, attached. She noted the strategic planning undertaken that has resulted in developing a Mission statement that will assist to provide direction, set priorities, and measure outcomes.

Fundraising activities in support of the purchase of a Sprinter van for the program included a craft sale, a chocolate sale, a Bud and Spud event, and a wine raffle.

She acknowledged the support of Com-Span clients and their families, Com-Span staff, and Board of Directors. Com-Span hosted a barbecue with entertainment for families, caregivers and friends in August. Integration of the program and clients into the neighbourhood and community is continuing.

Com-Span offers volunteer placements for students from a local school, and clients continue to volunteer with Meals on Wheels and St. Mary's United Church.

She acknowledged and thanked the board of directors, the management team, and the staff, volunteers, and families.

9. Margaret Ellis presented the list of nominees to the Board. Nominees introduced were: Jack Rice, in absentia, Gus Mauro, Eugene Normand, Dennis Schellenberg, Eileen Froehlich, Susan Sutcliffe, and herself. Scott Johansson indicated that he will be resigning. Margaret opened the floor to nominations. None were received.

Motion: Margaret Ellis: That the nominees to the Board be approved. Second: Dennis Schellenberg. Carried.

10. Angie Sobering provided an update on fundraising for the Sprinter van. Fundraising continues with the current chocolate sale.

11. Allison Delaurier introduced staff attendees.

12. The services of the following individuals were appreciated with speeches and gifts: Gus Mauro for five years of service on the Board of Directors; Susana Carvalho and Albert Bruyere for five years of service as Direct Service Workers; Alyssa Henault for ten years of service as Direct Service Worker; Cindy Dupuis for twenty years of service as Direct Service Worker; Angie Sobering for twenty-five years of service as Direct Service Worker and Recreation Coordinator; and Jackie Nabudere for her leadership as Executive Director.

13. **Motion:** Destiny Bailey: That the meeting be adjourned. Carried.

Treasurer's Report

Annual General Meeting – September 28, 2017

Presented by: Nike Bello, CPA, CGA, CA (NG), MBA, FCCA

As the Treasurer of Com-Span, my primary role is to oversee the financial matters as an integral part of the Governance Committee. We maintain the integrity of financial transactions, to safeguard the organization's assets, to eliminate fraud, and enhance public accountability.

For the year ending March 2017, I report on the extracts from the audited financial statements as prepared by MNP (Myers, Norris & Penny).

Our financial outlook was very positive, we ended the year on a strong note both in fiscal responsibility and a cash reserve for future capital purchases.

We partnered with our stakeholders to provide high-quality service to our clients. To date, our revenue increased by 14.6%, and the number of clients we provide service for also rose from 31 to 39.

The operating financial statement had a deficiency of approximately \$100,000 because of: 1) adjustment to recognize the replacement cost of the Capital Assets and 2) the increase in nursing cost as we expand of our programs.

We also invested \$80,000 in 4 GICs this year to earn interest and deferred \$36,536 for Capital Acquisition like Specialty Van.

Our future looks promising as we improve the financial reporting integrity with the emphasis on strong internal control, compliance, and budgetary process to streamline and mitigate against risks and uncertainties.

Finally, Com-Span delivers excellence in day programming for individuals living with disabilities by focusing on our core values: Inclusiveness, Respect, Excellent Service and making a difference in the community that we love and care for.

Thank you



Director, Finance (Economic Development Winnipeg Inc.)
Nike Bello, CPA, CGA, CA (NG), MBA, FCCA

Com-Span Inc.
Financial Statements
March 31, 2017

Independent Auditors' Report

To the Board of Directors of Com-Span Inc.:

We have audited the accompanying financial statements of Com-Span Inc., which comprise the statement of financial position as at March 31, 2017, and the statements of operations, changes in net assets, cash flows and the related schedules for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Com-Span Inc. as at March 31, 2017 and the results of its operations, changes in net assets and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Winnipeg, Manitoba

August 30, 2017

MNP LLP

Chartered Professional Accountants

Com-Span Inc.
Statement of Financial Position
As at March 31, 2017

	2017	2016
Assets		
Current		
Cash (Note 3)	97,049	230,719
Portfolio investments (Note 4)	20,000	-
Restricted cash	31,526	8,224
Accounts receivable - general	125,654	109,382
Prepaid expenses and deposits	5,469	8,575
Client trust funds	2,527	2,371
	282,225	359,271
Portfolio investments (Note 4)	60,000	-
Capital assets (Note 5)	374,472	424,504
	716,697	783,775
Liabilities		
Current		
Accounts payable and accruals (Note 6)	106,971	100,515
Goods and service tax payable	5,709	5,614
Client trust funds	2,527	2,371
Working capital advance (Note 7)	11,000	11,000
	126,207	119,500
Deferred contributions related to capital assets (Note 8)	36,536	10,013
	162,743	129,513
Net Assets		
General reserve - unrestricted	184,491	231,547
Capital reserve - internally restricted	369,463	422,715
	553,954	654,262
	716,697	783,775

Approved on behalf of the Board


 Director


 Director

The accompanying notes are an integral part of these financial statements

Com-Span Inc.
Statement of Operations
For the year ended March 31, 2017

	2017	2016
Revenue		
Program income - fee for service	1,291,401	1,101,918
Province of Manitoba - administrative grant	20,319	23,445
Pension and benefits grant	17,050	15,436
HRDC grant	5,148	4,184
Fundraising	-	12,022
Program income - private	-	7,140
	1,333,918	1,164,145
Expenses		
Amortization	56,722	61,475
Annual general meeting	871	882
Bank charges	412	654
Board expenses	761	4,972
Fundraising	-	3,790
Insurance	4,909	3,470
Office	19,846	14,190
Professional fees	12,263	7,996
Rental	154,288	166,526
Repairs and maintenance	8,978	4,131
Administrative salaries and wages	170,040	191,454
Program salaries and wages	963,558	765,818
Subcontracts	-	148
Supplies	28,203	20,522
Training and education	3,500	1,948
Transportation	11,546	11,071
Utilities	6,187	5,664
	1,442,084	1,264,711
Deficiency of revenue over expenses before other items	(108,166)	(100,566)
Other items		
Interest income	1,768	1,565
Deferred contribution revenue	4,732	4,322
Other income and donations	1,358	2,908
	7,858	8,795
Deficiency of revenue over expenses	(100,308)	(91,771)

The accompanying notes are an integral part of these financial statements

Com-Span Inc.
Statement of Changes in Net Assets
For the year ended March 31, 2017

	<i>General reserve - unrestricted</i>	<i>Capital reserve - internally restricted</i>	<i>2017</i>	<i>2016</i>
Net assets, beginning of year	231,547	422,715	654,262	746,033
Deficiency of revenue over expenses	(48,318)	(51,990)	(100,308)	(91,771)
Purchases of capital assets	(6,690)	6,690	-	-
Transfers <i>(Note 9)</i>	7,952	(7,952)	-	-
Net assets, end of year	184,491	369,463	553,954	654,262

The accompanying notes are an integral part of these financial statements

Com-Span Inc.
Statement of Cash Flows
For the year ended March 31, 2017

	2017	2016
Cash provided by (used for) the following activities		
Operating		
Deficiency of revenue over expenses	(100,308)	(91,771)
Amortization	56,722	61,474
Amortization of deferred contributions	(4,732)	(4,322)
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Changes in working capital accounts	(48,318)	(34,619)
Accounts receivable - general	(16,272)	(107,543)
Prepaid expenses and deposits	3,106	(5,352)
Goods and service tax receivable	-	5,944
Accounts payable and accruals	6,456	10,974
Goods and service tax payable	95	5,614
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	(54,933)	(124,982)
Investing		
Purchase of portfolio investments	(80,000)	-
Purchase of capital assets	(6,690)	(10,717)
Deferred contributions received for capital assets	31,255	-
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	(55,435)	(10,717)
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Decrease in cash resources	(110,368)	(135,699)
Cash resources, beginning of year	238,943	374,642
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Cash resources, end of year	128,575	238,943
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Cash resources are composed of:		
Cash	97,049	230,719
Restricted cash	31,526	8,224
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	128,575	238,943
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The accompanying notes are an integral part of these financial statements

Executive Director's Report
AGM
September 28, 2017

Once a year I have the distinct pleasure of sharing a narrative with you our employees, volunteers, board, supporters and funders because you are the individuals who makes this organization strong and effective.

I continue to be proud to be associated with such a remarkable organization with dedicated staff and board of directors

This year management and the fundraising committee set their sight on procuring the wheelchair accessible van that has been on our radar for the last 2 years.

This project is an example of the work the board, management and staff have been able to accomplish because of a great working relationship.

We have decided to grow our assets more strategically, and reach out more proactively to other organizations for Grants.

We all know that it takes investment today to build a strong program. We have a strong team of financial advisors to ensure that we're serving the best interests of our clients and meeting the policies and procedures of our industry, this way we are able to grow, and we can provide more support and have an impact on the lives of the individuals we support.

For many years Com-Span's potential for a great program has been hampered by its many challenges however with good governance and thoughtful consideration Com-Span will be sustainable and will have a prosperous future.

Management have met with various families and individuals during transition planning meetings and at various staff development workshops, in the process what we are hearing is about our shared vision for an even better Com-Span.

We have researched and bring forth ideas as we try to deliver services to our clientele. We are aware that the decisions Com-Span make may not be easy but are necessary in order to protect the services we offer today and in the future.

The province recently implemented and reclassified their funding models, Com-Span will continue to engage the province in discussions that focuses on the future of our program.

I thank the members of the board who have been very active, hard working and dedicated.

I thank the the staff who collectively every day in so many ways fulfill our vision.

I am eagerly looking forward to this year's activities to conclude on our priorities and on building new alignments, its excites me to know that Com-Span continues to be a voice for people with disabilities.

Jackie Nabudere
Executive Director

Com-Span Inc. Staff 2017/18

Staff	Position
Nabudere, Jackie	Executive Director
Delaurier ,Allison	Assistant Director
Cindy Dupuis	Coordinator
Riding, Mariane	Nurse
Amiri, Morteza	Account Clerk
Almaro, Amelia	Support Worker
Amario, Loida	Support Worker
Balram, Andy	Support Worker
Brito, Sue	Support Worker
Bruyere, Albert	Support Worker
Carvalho, Susanna	Support Worker
Dudgeon, Kim	Support Worker
Fisher, Natasha	Support Worker
Gbories, Agnes	Support Worker
Henault, Alyssa	Support Worker
James Ashly	Support Worker(Maternity leave)
Lava, Desiree	Support Worker(Maternity leave)
Oladipupo, Je Je	Support Worker
Visarra, Raul	Support Worker
Weetman, Sandi	Support Worker
Prauteng, S (Tee)	Support Worker
Aves, Amor	Support Worker
Cortex, Wilson	Support Worker
Oyerinde ,Oyerkunle	Support Worker
Reid, Brittany	Support Worker
Demerais, Janie	Support Worker
Oluwaseun, Sunday	Support Worker
Zoleta ,Anna	Support Worker
Bakunawa, Moncho	Support Worker
Kaur, Karan	Support Worker
Mondehgbegba, David	Support Worker
Alco, Mia	Support Worker
Damilola, Daniel	Support Worker
Singh, Prabhjit	Support Worker
Dalisay, Irene	Support Worker
Gonzales, Oscar	Support Worker
Bagang, Llewelyn	Support Worker
Bartel, Dwi	Support Worker (casual)
Clace, Monica	Support Worker (casual)
Kia, Janeth	Support Worker (casual)

**Nomination of the Board of Directors
2017/18**

Margaret Ellis:

Will the following officers agreed to let their name stand .

Gus Mauro

Eugene Normand

Dennis Schellenberg

Susan Sutcliffe

Eileen Froehlich

Margaret Ellis

Nike Bello

Clint Kehler

New Nomination from the floor

ACKNOWLEDGEMENT
Annual General Meeting
September 21, 2017

Com-Span Inc. gratefully acknowledge the support and donation of those listed below to the success of our program during the past year.

Province of Manitoba: Department of Family Services
Fees for service
Working Capital Advance
Administrative Grant
Pension & Benefit

GRANTS

Winnipeg Foundation	\$15,000
Jewish Foundation	\$6,000
Manitoba Community Services Council	\$15,000

OTHER GRANTS

Kiwanis Foundation (For sensory furniture purchases)	\$3,000
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Cash Donations

The FRS GROUP INC. (Move Mobility)	\$500.00
Bill Milne	\$500.00
Hurch Upadhyaya	\$200.00
Ian Graham	\$200.00
Co-op	\$200.00 (Gift Cards)
St. Mary's United church	\$100.00

In Memory of Jack Rice donations from the following individuals and groups

Gift Pact Foundation ..Quadrant Asset Management	The Asper Foundation
Frederick Harry & Helen Warburton	Joyce Dalmyn
Raymond & Elsie Thorsteinson	Jonathan & Silvana Dick
Tammea Arthur	Allan & Anita Malbranck

Kathy Honcharik
Margaret Ellis
Shirley Canty & Family
Moses Levy
Greystone Managed Investments

Doug & Jan Halmarson
Travis deKoning
Garry Markham
Margaret Alyce Ellis
Joan La Duke

Equipment Donations

Milne Office System Inc.	Photocopier
Manitoba Lotteries	Used Items Donation Program
Sara Riel Foundation	For the use of furniture & equipment's.

Raffle Donations

Boston Pizza	Manitoba Liquor Commission
Cambrian Credit Union	Aloha nails
Nadine Souliere	Cam Kavachik
Move Mobility	Safeway
Thunder Rapids	Golf Dome
Old Spaghetti Factory	Boston Pizza
Winnipeg Canoe Rentals.com	Heartland Archery
Skyzone Trampoline Park	True North
Nadia McGhie	Winnipeg Blue Bombers Football Club

Volunteer Opportunities

Meals on wheels	Work experience/ volunteer
St. Mary's United church	Work experience /Volunteer

Student Volunteers

Students from Hastings School	Zoey & Conner Delaurier
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Adult Volunteers

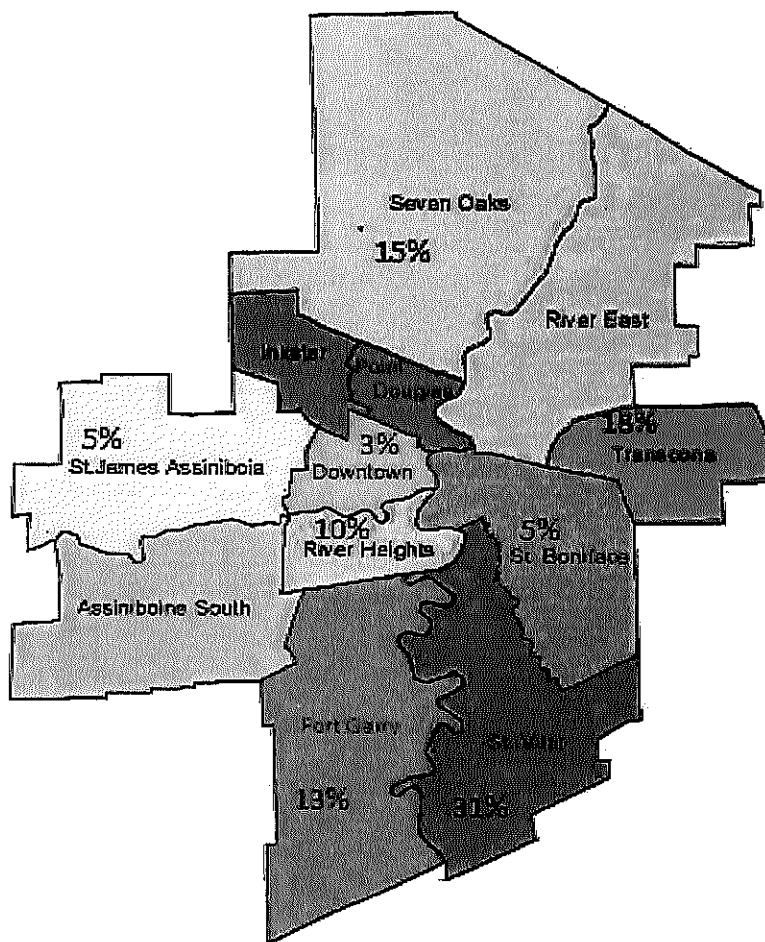
Ryan Kelly
Greg Kubinec
Angie Sobering
Steve Delaurier

Individuals we support

Our program currently supports 39 individuals throughout Winnipeg



Location	Individuals	Percentage
Fort Gary/Richmond	5	13%
River Heights	4	10%
St. Vital	12	31%
St. Boniface	2	5%
St. James	2	5%
Garden City	6	15%
Transcona	7	18%
Downtown	1	3%





Mission Statement

Com-Span provides day programming for Adults living with disabilities

Vision Statement

Com-Span: seeking a future where everyone enjoys life as an accepted and equal community member.

Values

Com-Span delivers excellence in day programming for individuals living with disabilities by focusing on the following core values:

Inclusiveness

Respect

Community

Organizational Excellence

Com-Span Inc.
Minutes of Annual General Meeting, September 28, 2017
Held at 102-66 Moore Avenue, Winnipeg, MB

1. The evening began at 6:00 p.m. with a delicious meal. At 6:30 p.m. Dennis Schellenberg called the meeting to order. Gus Mauro, Chair of the Board, was unable to attend the meeting and therefore Dennis, Vice-chair, assumed the duty of chairing the meeting.
2. Everyone who attended the meeting signed the guest book. Members of Com-Span were provided with a voting card. Potential members were given the opportunity to fill out an application form to become a member.
3. Dennis Schellenberg **welcomed** everybody to the meeting, especially special guests, Carolin and Alannah Rice. He introduced the Board of Directors: Nike Bello, Treasurer, Eugene Normand, Susan Sutcliffe, Eileen Froehlich, Margaret Ellis, Secretary, and himself, Vice-chair. Gus Mauro, Chair of the Board and Clint Kehler, both absent at this meeting, were introduced.
4. Margaret Ellis reviewed the **Minutes of the Annual General Meeting** of September 21, 2016.

Motion: Susan Sutcliffe, Nike Bello, "That the Minutes of the Annual General Meeting of September 21, 2016 be approved." Carried

5. Dennis Schellenberg delivered the **Chair's Report** on behalf of Gus Mauro. Highlights of the year included the implementation of the Vision and Values of Com-Span through the website, wall plaque and promotion with employees. The Board researched the feasibility of establishing a second site and came to the conclusion that it was not advisable at this time. Fundraising activities and successful grant applications raised a substantial amount toward the purchase of a new van. Two new directors joined the Board this year; the recruitment of Board members is an on-going goal. Work has continued on up-dating the policy and procedures of Com-Span. The re-writing of the by-law was completed this year. Professional development in-services were provided to employees by the administrators to maintain the high standard of service that Com-Span provides.
6. Margaret Ellis presented the background to By-law No. 3, and explained how it differed from previous By-laws No. 1 and 2. By-law No. 3 had been approved by the Board on September 2, 2017. It had to be approved by the members of Com-Span in order to continue to be in effect.

Motion: Margaret Ellis, Eileen Froehlich, "That By-law No. 3, being a by-law to repeal and replace By-laws No. 1 and No. 2 of Com-Span Inc., be approved." Carried

7. Nike Bello presented the Treasurer's report, including extracts of the audited year-end financial statements. She reported that Com-Span ended the year on a strong note both in fiscal responsibility and cash reserve. Revenue increased by 14.6% over the course of the last fiscal year. She reported that the operating budget ended the year with a deficit of approximately \$100,000, due to a combination of

Changes to By-laws No. 1 and 2
Prepared for Annual General Meeting
September 28, 2017

Com-Span Incorporated is a not-for-profit corporation. There are two ruling documents that govern its behaviour. It is governed first by its Articles of Incorporation and second, by its by-laws.

Com-Span Inc had two by-laws, No. 1 and No. 2, passed in 1976 and 1974.

They were out of date and needed to be re-written.

Eileen Froehlich and I have written a new by-law, called By-law No. 3, to distinguish it from the old By-laws No. 1 and 2. Two lawyers assisted us in the wording and we are confident that this By-law No. 3 is a substantial improvement.

On September 2, 2017 the Board approved the new by-law. Com-Span now requires the approval of the membership at this meeting.

Before Eileen and I make the motion and Dennis calls for a vote, I would like to explain the significant changes that By-law No. 3 makes to the old by-laws.

1. The membership of Com-Span now requires that the person must have an interest in promoting the service and programs of the agency. That means that to qualify for membership a person must support the mission of Com-Span to provide programs for adults living with a disability.
2. Therefore a person must now apply to be a member and the application must be approved by the Board, before that person may vote at meeting of the members such as this.
3. The purpose and items on the agenda of a meeting of the membership were clarified.
 - the membership will receive the reports on Com-Span activities, including the audited financial statement. The membership will not be asked to approve the audited financial statement; the Board will have the power to approve the audited financial statements. the membership will be asked to vote on any changes to the Articles of Incorporation and to the by-laws and to elect the directors of Com-Span and to approve the accountants hired to conduct the audit for the following year.
4. The term of a person serving as a director was extended from one year to three years.
5. The requirement that a person could serve on the Board a limit of 6 years, and must then resign, was eliminated.
6. The name for the President of the Board was changed to Chair, and the name of the Program manage was changed to Executive Director.

Are there any questions?

Motion: Margaret Ellis, Eileen Froehlich, "That By-law No.3, being a By-law to repeal and replace By-laws No.1 and No.2 of Com-Span Inc., be approved."

Com-Span Inc.
Minutes of Annual General Meeting, September 28, 2017
Held at 102-66 Moore Avenue, Winnipeg, MB

depreciation of capital items and the cost of the nurse position. Four GICs of \$20,000 each were purchased from the savings account and money was accumulated for the purchase of a wheelchair accessible van. Nike ended her report by emphasizing the core values that define Com-Span: Inclusiveness, Respect, Excellent Service, and Community Support.

Motion: Nike Bello, Susan Sutcliffe, "That MNP be appointed as auditor of the financial records for the 2017/18 fiscal year." Carried

8. Jackie Nabudere presented the Executive Director's report. She described the productivity of the working relationship between Board, management and employees. She emphasized the need for careful fiscal management to maintain the services of Com-Span, especially in response to the changes in government funding. She emphasized Com-Span's commitment to be a voice on behalf of people with disabilities. Jackie thanked the employees of Com-Span and introduced Cindy Dupuis, Coordinator.

Cindy Dupuis introduced and thanked the employees present at the meeting.

Allison Delaurier, Coordinator and Assistant to the Executive Director, provided an up-date on fundraising to purchase a new wheelchair accessible van. Approximately \$71,500 has been raised through fundraising activities and through grants plus the trade-in of the old van. Com-Span is still short \$7309 for the van.

9. Margaret Ellis nominated eight people to be directors on the Board, serving a three-year term: Gus Mauro, Dennis Schellenberg, Nike Bello, Eugene Normand, Susan Sutcliffe, Eileen Froehlich, Clint Kehler and herself, Margaret Ellis. There were no nominations from the floor.

Motion: Susan Sutcliffe, Eugene Normand, "That nominations cease." Carried

Dennis Schellenberg declared that the eight nominated people were elected by acclamation to be directors of Com-Span for a term of three years.

10. Dennis Schellenberg spoke in honour of Jack Rice, Director and President of the Board, who died in March of 2017. Dennis displayed the lovely plaque honouring Jack that will be hung in the Com-Span area. Carolin Rice, Jack's widow, responded by describing Jack's dedication to Com-Span and expressing her gratitude for Com-Span's appreciation of Jack's work on behalf of Com-Span.
11. Jackie Nabudere spoke in appreciation of Allison Delaurier for her 20 years of service for Com-Span and Margaret Ellis spoke in appreciation of Jackie Nabudere for her 30 years of service for Com-Span. Gifts were presented.
12. **Motion:** Eileen Froehlich, "That the meeting be adjourned." Carried