



THE McCLURE PLACE  
FOUNDATION

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**Annual Report**

For the Year Ending December 31, 2022

**Meeting Held on June 4<sup>th</sup>, 2023**

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**MCCLURE PLACE FOUNDATION INC.**



**THE** MCCLURE PLACE  
**FOUNDATION**

**Vision**

To enrich the lives of seniors in McClure Place and Amy McClure House through fundraising and advocacy initiatives delivered by a non-profit, charitable organization.

**BOARD OF DIRECTORS  
JUNE 2022- JUNE 2023**

**KELLS, JIM**

CHAIR OF BOARD  
FINANCE & AUDIT COMMITTEE

**BAXTER, KRISTI**

FINANCE & AUDIT COMMITTEE

**BILOKRELI, BRYAN**

GOVERNANCE COMMITTEE, GOVERNANCE COMMITTEE

**BUGG, JIM**

FINANCE & AUDIT COMMITTEE

**CHARTIER, LORI**

CHAIR, GOVERNANCE COMMITTEE

**GILLIS, JAMES (JIM)**

CHAIR, RESOURCE DEVELOPMENT COMMITTEE

**MARTENS, CARA**

CHAIR, FINANCE AND AUDIT COMMITTEE

**MENON, SHANNON**

GOVERNANCE COMMITTEE

**MORRISON, GREG**

RESOURCE DEVELOPMENT COMMITTEE

**SOMERS, DON**

RESOURCE DEVELOPMENT COMMITTEE (TO FEBRUARY 2023; DECEASED)

**THOMSON, DOUG**

GOVERNANCE COMMITTEE (SINCE NOVEMBER 2022)

# AGENDA

## MCCLURE PLACE FOUNDATION INC.

JUNE 4<sup>TH</sup>, 2023

1:30 PM

1. Call to Order
2. Statement of voting privileges
3. Declaration of quorum (Bylaw 5.08: majority of Directors and minimum of 10 Members)
4. Adoption of agenda
5. Approval of the minutes of the annual general meeting held on June 5, 2022
6. Report from the Chair (Jim Kells)
7. Presentation of the compiled financial information (Cara Martens)
8. Appointment of auditor for 2023 (Cara Martens)
9. Resolution for consideration: Changes to articles of incorporation for MPFI (Lori Chartier)
10. Report of the Nominating Committee and Election of Directors (Jim Kells)
11. Question period
12. Other Business
13. Adjournment

## MOTIONS

**Motion #1:** Cara Martens moves that the 2022 Compiled Financial Information for McClure Place Foundation be adopted as presented by the auditor.

**Motion #2:** Cara Martens moves that Baker Tilly be retained to conduct the 2023 audits for McClure Place Association and McClure Place Foundation

**Motion #3:** that Bylaw 5.08 concerning quorum at meetings of McClure Place Foundation Inc. be changed from "not less than 25 members" to "not less than 20 members".

RATIONAL: The outcome of this motion would make quorum for McClure Place Foundation Inc. the same as for McClure Place Association Inc.

**McCLURE PLACE FOUNDATION INC.  
MINUTES OF THE ANNUAL GENERAL  
MEETING**

held at McClure United  
Church June 5, 2022

12:20 pm

**1. CALL TO ORDER**

The Chair of the Board of McClure Place Foundation Inc., Jim Kells, welcomed those in attendance and called the meeting to order.

**APPOINTMENT OF RECORDING SECRETARY**

**MOTION** by C Drabble seconded by L Krause that Jim Bugg be appointed Recording Secretary for the McClure Place Foundation Inc. Annual General Meeting. **CARRIED.**

**2. STATEMENT OF VOTING PRIVILEGES**

J Kells stated that voting privileges for the Annual General Meeting are held by Members and Adherents of McClure United Church. All those in attendance are invited to participate in discussions.

**3. DECLARATION OF QUORUM**

Quorum is 10 members plus a majority of board members. Thirty-five (35) members or adherents of McClure United Church attended the meeting. Ten of eleven board members were present. Quorum was established. A list of attendees' names is available in the McClure Place office.

**4. ADOPTION OF AGENDA**

J Kells introduced the agenda as printed.

**MOTION** by G Morrison seconded by S Menon that the agenda be adopted.  
**CARRIED.**

**5. APPROVAL OF MINUTES OF THE ANNUAL GENERAL MEETING**

– May 15, 2021

**MOTION** by E Eggleston seconded by B Bilokreli that the minutes of the 2021 Annual General Meeting of McClure Place Foundation Inc. be accepted.  
**CARRIED.**

**6. REPORT FROM THE CHAIR OF THE BOARD**

Jim Kells spoke to the printed report. He clarified that the Resource Development Committee is effectively the group that manages the affairs of McClure Place Foundation Inc.

**7. PRESENTATION OF AUDITED FINANCIAL STATEMENTS**

Jim Bugg indicated that the auditor, MNP, had no substantial concerns with the financial statements of McClure Place Foundation Inc. Their full audit is included in the 2021 Annual Report. The financial position as of December 31, 2021 was characterised by Assets of \$115,327, Liabilities of \$7,527, and Net Assets of \$107,800. The Statement of Operations showed Revenue of \$15,020, Expenses of \$41,329, for a Deficit of \$26,309.

**MOTION** by J Bugg seconded by J Kruger that 2021 audited financial statements of McClure Place Foundation Inc. be adopted as submitted by the auditor. **CARRIED.**

**8. APPOINTMENT OF AUDITOR FOR 2022**

**MOTION** by Jim Bugg seconded by M Delainey that MNP be appointed as 2022 auditors for McClure Place Foundation Inc. **CARRIED.**

**9. RESOLUTIONS FOR CONSIDERATION**

Rick Burton indicated that the following motions essentially paralleled similar motions for McClure Place Association Inc.

**MOTION** by R Burton seconded by C Krause that Bylaw 6.05 of McClure Place Foundation Inc. concerning the composition of the board be changed from “at least seventy (70%) percent shall be Members of McClure United Church” to “more than fifty (50%) percent shall be Members or Adherents of McClure United Church”.

**CARRIED.**

**MOTION** by R Burton seconded by B Brumwell that Bylaw 6.06 of McClure Place Foundation Inc. concerning the appointment of a director by McClure United Church be deleted. **CARRIED.**

**10. REPORT OF THE NOMINATING COMMITTEE AND ELECTION OF DIRECTORS**

J Kells spoke to the amended Nominating Committee report included in the 2021 Annual Report. Members of the Nominating Committee were Jim Kells (Chair), Joan Brown, and Terry Clark.

Two new Directors (Kristi Baxter and Don Somers) are each standing for election for a three-year term.



Two Directors (Jim Kells and Bryan Bilokreli) are each standing for election for a second, three-year term.

**MOTION** by L Krause seconded by J Blackburn that Kristi Baxter, Don Somers, Jim Kells, and Bryan Bilokreli be appointed to the Board of McClure Place Foundation Inc. for three-year terms. **CARRIED.**

**11. QUESTION PERIOD**

No questions.

**12. OTHER BUSINESS**

None.

**13. ADJOURNMENT**

The business of the meeting being concluded, the Chair declared adjournment at 12:34 pm.

## REPORT FROM THE CHAIR OF THE BOARD OF DIRECTORS

Even though this annual report is for the year-ending 2022, it largely reflects on the past year of the Board, which is from June 2022 to June 2023. This report is an abbreviated version of that prepared for the McClure Place Association Inc. (MPAI) annual report, with the focus here being solely on McClure Place Foundation Inc. (MPFI). The two organizations are separate legal entities, but they are overseen by the same Board of Directors. Both are registered charities, with the focus of McClure Place Association (MPAI) being on the provision of living facilities for seniors' residents and that of McClure Place Foundation (MPFI) being largely focused on fundraising in support of MPAI. Several years ago, and for practical reasons, the activity of the Foundation was moved to operate under the auspices of the MPAI Resource Development Committee.

The primary activity of the Foundation since its inception has been that of working to pay off the mortgage on Amy McClure House (AMH), which was wrapped up in 2018. Since then, the only significant activity of the Foundation has been that associated with the so-called Big Shred, which has been a successful fundraising activity for the various needs of AMH (e.g., accessible bathtub). The Big Shred was not held for the three Covid years (2020, 2021 and 2022), but it was held once again in 2023. One theme for the future work of the Foundation has been in helping to make AMH affordable to a greater number of people, but nothing has been done in that regard to date.

Over the past two years, the Resource Development Committee (Foundation) has been made active under the leadership of Chair Jim Gillis and the committee members (Greg Morrison, Don Somers (until his passing in February 2023) and Jim Kells (ex-officio), as well as Lisa White (Executive Director) and Jackie Earis (Finance Manager)). The committee is working to establish targeted funding needs and to develop an annual budget related to meeting those needs. The work remains ongoing, but we are hopeful that the Foundation will once again become vital to the life and work of McClure Place. The prospects for a revitalized Foundation are strong!

Respectfully submitted,  
Jim Kells, Chair

Board members: Kristi Baxter, Bryan Bilokreli, Jim Bugg, Lori Chartier, Jim Gillis, Jim Kells (Chair), Cara Martens, Shannon Menon, Greg Morrison, Don Somers (until February 2023) and Doug Thomson (since November 2022).

## REPORT FROM THE CHAIR OF THE NOMINATING COMMITTEE

Bylaw sections 6.12 – 6.16 of Bylaw #1 for McClure Place Association Inc. (MPAI) describe the make-up of the Nominating Committee and other attributes of the process. Further, as per Bylaw #1, Clause 6.12, for McClure Place Foundation Inc. (MPFI), the nominating committee for MPAI is also to serve as the nominating committee for MPFI. Further, as stated in Clause 6.02 of the MPFI bylaws, the Board of MPAI is also to serve as the Board of MPFI.

The Nominating Committee is to comprise of three members, one each to be appointed from the current MPAI Board, who will serve as Chair, the Board of McClure Church, and the MPAI Residents' Association. For this year, the members of the Nominating Committee are:

- Jim Kells (Chair) – representing McClure Place Association
- Heather Muirhead – representing McClure United Church
- Joan Brown – representing MPAI Residents' Association

The Board is to comprise of no less than seven nor more than 12 members (Clause 6.01 of MPAI Bylaw #1), of whom more than 50% are members or adherents of McClure United Church (Clause 6.04 of MPAI Bylaw #1 as per change made at the 2022 AGM). This year, the Board started off with only 10 members (i.e., two vacant positions), a total of eight of whom are members or adherents of McClure Church. During the year, the Board added one member (November, non-member) as per the provisions of Clause 6.10 of MPAI Bylaw #1 and one member passed away during the year (February, member). None of the current 10 people on the Board are retiring this year, thus leaving two positions to fill as of the 2023 AGM. At the time of preparing this report (May 5, 2023), only one person has accepted a nomination.

The members of the Board continuing in their term include:

<b>Name</b>	<b>Completing Year/Term</b>	<b>Attributes</b>
Jim Bugg	2/2	Mechanical engineering (U. of S. faculty member, currently dept. head)
Bryan Bilokreli	1/2	Public administration background (formerly U. of S.)
Jim Kells	1/2	Civil engineer (retired U. of S. faculty member, former dept. head)
Shannon Menon	2/1	Teacher
Jim Gillis	2/1	Lawyer (retired; formerly a law partner)
Greg Morrison	2/1	Social work background
Kristi Baxter	1/1	Accountant (currently CFO for St. Andrew's College, U. of S.)

The people being put forward by the Nominating Committee for election to the Board include (brief biographies of each nominee follows):

<b>Name</b>	<b>Starting Year/Term</b>	<b>Attributes</b>
Cara Martens	1/2	Finance background (currently with Assante)
Lori Chartier	1/2	Health care background (retired; formerly with the Saskatchewan Health Authority)
Doug Thomson	2/1	Mechanical engineer (consultant with Associated Engineering)
Mark Eggleston	1/1	Teacher (currently an administrator with the Saskatchewan Teachers' Federation)

Lori Chartier

Lori is a registered nurse, recently retired from the Saskatchewan Health Authority where she served on numerous boards and committees during her 40-year nursing career. She comments that “*caring for aging parents over the last 10 years reinforced the importance of aging in place in a supportive and nurturing environment*”, which is a focus and passion that she brings to the McClure Place Board of Directors. Lori is just now completing her first 3-year term on the Board and is looking forward to continuing to contribute her knowledge and experience for another term. For the past year, Lori has served as Chair of the Board’s Governance Committee.

Mark Eggleston

Mark is a teacher by profession who has been employed in five school divisions and a Band-controlled school for a total of 28 years. For 12 of those years, he was a Vice-Principal and a Principal for 11 years. He has spent the past 12 years in employment of the Saskatchewan Teachers’ Federation as one of the Senior Administrative Staff (SAS). With respect to MPAI, in his words he says, “*I am interested in serving as a director on the Board of McClure Place Association Inc. because I would like the experience of providing governance support to an organization outside of my occupation. I know the value of good governance and believe that I could contribute to the work of the Board.*”

Cara Martens

Cara is finishing her first 3-year term on the Board, all of which was as a member of the Finance and Audit (F&A) committee. For the past year, she has served as Chair of F&A. Cara is a Certified Financial Planner with CI Assante Wealth Management. Cara grew up in Saskatoon and attended the University of Saskatchewan. She is married with 16-year-old twins. Previous volunteer experience led Cara to want to be a part in helping McClure fulfill its mission of providing a safe and comfortable community for Saskatoon’s seniors.

Doug Thomson

Doug is a professional engineer with more than 35 years in practice, and today is a Senior Project Manager with Associated Engineering. He has considerable experience in both volunteer and professional associations, which he brings to the McClure Place Board. In his own words, Doug says *“I was introduced to McClure a number of years ago when my mother moved into one of the subsidized units. I have been impressed with the facility and the staff and really appreciate what the association offers in the way of options for seniors’ living. Serving on the Board is my way of giving back and perhaps helping out using my professional and personal experience.”* Doug joined the Board in late 2022 and is now wrapping up the end of Year 1.

As of this report, the Nominating Committee is short one nominee. This position will be filled by the Board as per Clause 6.10 of MPFI Bylaw #1 at the earliest opportunity if at all possible.

Report prepared and submitted by  
Jim Kells, Chair of the Nominating Committee

MOTION

It is moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ that Cara Martens, Lori Chartier and Mark Eggleston each be elected for a 3-year term on the Board of Directors of MPFI and that Doug Thomson be elected for a 2-year term on the Board of Directors of MPFI.

**McClure Place Foundation Inc.**  
**Compiled Financial Information**  
*December 31, 2022*

**McClure Place Foundation Inc.**  
**Contents**

*For the year ended December 31, 2022*

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To the Members of McClure Place Foundation Inc.:

On the basis of information provided by management, we have compiled the statement of financial position as at December 31, 2022, and the statements of operations and changes in net assets for the year then ended, and Note 2, which describes the basis of accounting applied in the preparation of the compiled financial information ("financial information").

Management is responsible for the accompanying financial information, including the accuracy and completeness of the underlying information used to compile it and the selection of the basis of accounting.

We performed this engagement in accordance with Canadian Standard on Related Services (CSRS) 4200, *Compilation Engagements*, which requires us to comply with relevant ethical requirements. Our responsibility is to assist management in the preparation of the financial information.

We did not perform an audit engagement or a review engagement, nor were we required to perform procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an audit opinion or a review conclusion, or provide any form of assurance on the financial information.

Readers are cautioned that the financial information may not be appropriate for their purposes.

Saskatoon, Saskatchewan

April 24, 2023

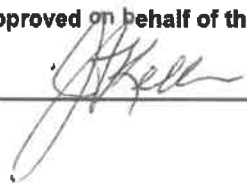
  
Chartered Professional Accountants

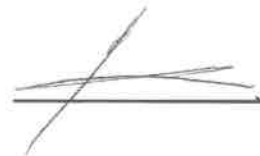


**McClure Place Foundation Inc.**  
**Statement of Financial Position**  
*As at December 31, 2022*

	2022	2021
<b>Assets</b>		
<b>Current</b>		
Cash	109,149	111,167
Accounts receivable	823	2,663
	<b>109,972</b>	<b>113,830</b>
<b>Net cash surrender value of life insurance policy</b>	<b>1,347</b>	<b>1,497</b>
	<b>111,319</b>	<b>115,327</b>
<b>Liabilities</b>		
<b>Current</b>		
Accounts payable and accruals	5,000	7,377
Due to McClure Place Association Inc.	1,784	150
	<b>6,784</b>	<b>7,527</b>
<b>Net Assets</b>		
Unrestricted	<b>104,535</b>	<b>107,800</b>
	<b>111,319</b>	<b>115,327</b>

Approved on behalf of the Board of Directors

  
\_\_\_\_\_

  
\_\_\_\_\_

**McClure Place Foundation Inc.**  
**Statement of Operations and Changes in Net Assets**  
*For the year ended December 31, 2022*

	<b>2022</b>	<b>2021</b>
<b>Revenue</b>		
Donations	9,392	14,809
Interest	1,968	211
<b>Total revenue</b>	<b>11,360</b>	<b>15,020</b>
<b>Expenses</b>		
Donations to McClure Place Association Inc.	6,379	29,573
Professional fees	5,179	7,198
Administration	1,812	2,850
Life insurance premiums	1,182	1,182
Bank charges and fees	73	526
<b>Total expenses</b>	<b>14,625</b>	<b>41,329</b>
<b>Deficiency of revenue over expenses</b>	<b>(3,265)</b>	<b>(26,309)</b>
<b>Net assets beginning of year</b>	<b>107,800</b>	<b>134,109</b>
<b>Net assets, end of year</b>	<b>104,535</b>	<b>107,800</b>

**McClure Place Foundation Inc.**  
**Notes to the Compiled Financial Information**  
*For the year ended December 31, 2022*

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**1. Incorporation and nature of the organization**

McClure Place Foundation Inc. (the "Foundation") was incorporated under The Non-Profit Corporations Act in the Province of Saskatchewan on August 2, 1988.

The Foundation's principal activity is fundraising for McClure Place Association Inc., which provides housing and support services to its residents.

**2. Basis of accounting**

The basis of accounting applied in the preparation of the financial information of McClure Place Foundation Inc. as at December 31, 2022 is on the cash basis of accounting with selected accruals and accounting estimates:

- Accounts receivable earned but not yet received
- Accounts payable for goods/services received but not yet paid