



LIFELONG LEARNING MISSISSAUGA
2022 – 2023 ANNUAL REPORT for 23 June 2023

Mission Statement

Lifelong Learning Mississauga (LLM) provides opportunities for lifelong learning, leadership and personal growth. We offer learning experiences on a wide range of themes and topics, both academic and general interest. Lectures are led by recognized leaders in their field of study in a relaxed, social atmosphere.

A Message from the Board Chair

Every year since LLM was founded has presented its own unique challenges and accomplishments, and 2022–2023 has been no exception.

The year's most heartbreaking event was the death of our beloved Treasurer, Brendan Meagher, who had served LLM and its audiences so devotedly for all ten years of its existence. Brendan not only meticulously managed LLM's finances during all those years, but he also presided over the final audit and prepared the last annual financial report only a couple of months before he died. In his other essential role, he had single-handedly provided the AV support to all LLM's speakers for the first few years, which meant that he and his wife, Joan, had to attend every single lecture **and** load, unload and store all the AV equipment every week or the show would literally not have gone on. LLM owes ongoing gratitude to Brendan and Joan, who have been stalwart pillars of the organization when LLM needed them most.

Just the month before Brendan's death – and at the other end of the spectrum of momentous events – members of LLM's audiences, speakers and volunteers came together in person for the first time since the arrival of COVID to celebrate ten years of successful lecture series. We met for a lovely – and lively – evening of song and socialization. It was the perfect way to recognize the accomplishments that had brought us there and to renew our commitment to providing the next ten years of outstanding lectures to the older adults of Mississauga.

After planning and innovating, testing and experimenting all summer, and with the support of all the other committees and volunteers, LLM's tech team launched our first hybrid format for the fall's two lecture series. With this model, the two speakers delivered their lectures in a well-equipped church to their in-person audiences and with virtual audiences participating from their homes. Unfortunately, in spite of everyone's valiant efforts, the venture proved unworkable, primarily because of the limitations of the sound system for the participants watching from home, and this promising experiment



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had to be abandoned after only three weeks. However, the season finished satisfyingly with virtual lectures only.

As another successful year wraps up, LLM's dedicated volunteers are looking forward to next year's opportunities and challenges with the certainty that we will bring more exceptional speakers and remarkable topics to our loyal Mississauga and virtual audiences.

As always, I offer my most sincere thanks to all LLM volunteers who have given so much of your time to this valuable endeavour. Without you and your willingness to give that little bit more, LLM wouldn't be prepared for the challenges of this or next year, never mind the year after that. You should be very proud of LLM's accomplishments and reputation in this realm that has become so important to so many.

Sandy Leppan, Chair

Board of Directors

Board of Directors 2022 – 2023	Proposed Slate for Board of Directors 2023 – 2024	
Henney Bryant Joyce Dalrymple Donna Del Re Sandro Del Re Barry Everatt Chris Hobson Alice Klein Colman Klein Sandy Leppan Nora McAuliffe Anne Murphy Bob Murphy	Chair Past Chair Vice Chair Treasurer Secretary Chair, Event Organizing Committee Chair, Program Committee Chair, Technology Committee Chair, Audiovisual Committee TAN Rep Director Director Director	Sandy Leppan Nora McAuliffe To be appointed Henney Bryant Donna Del Re Chris Hobson Anne Murphy Sandro Del Re Bob Murphy Joyce Dalrymple Barry Everatt Naz Husain Colman Klein



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MINUTES OF THE *LIFELONG LEARNING MISSISSAUGA*

NINTH ANNUAL GENERAL MEETING

Friday, 24 June 2022, 10:00 a.m.

Via Zoom videoconferencing

Board members in attendance	Henney Bryant Joyce Dalrymple Donna Del Re Sandro Del Re Barry Everatt Chris Hobson	Alice Klein Colman Klein Sandy Leppan (Chair) Nora McAuliffe Anne Murphy Bob Murphy
Board member(s) absent	Brendan Meagher	
LLM members in attendance	Naz Husain Marjanne Lyn	Bob Warren Dianne Wolfe Alan Willis
1.	Welcoming Remarks and Call to Order Please see the attached <i>AGM Invitation 2022</i> . <ul style="list-style-type: none">• Sandy Leppan welcomed everyone to the AGM. There was a quorum declared. The meeting was then declared to be regularly constituted and called to order at 10:04 a.m.• Sandy expressed her appreciation to all LLM members for their dedication and willingness to step forward to ensure each lecture series ran smoothly and was successful.• Sandy requested the secretary append a copy of the notice calling the meeting to these minutes.	
2.	Approval of the Minutes of the 2021 AGM <ul style="list-style-type: none">• The minutes were approved as presented. Moved by Anne Murphy, seconded by Colman Klein, and accepted by all. Carried.	
3.	Approval of the Financial Statements 2021-2022 <i>The financial statements can be found in the attached Annual Report 2021-2022.</i> <ul style="list-style-type: none">• Henney Bryant summarized the statements of revenue and expenses and the balance sheet.• Highlights were:<ul style="list-style-type: none">➢ Revenues were up \$15,000.00 over last year.➢ Additional revenues allowed our charitable contributions to increase to \$15,500.00 this year.• The financial statements for the year ended 31 March 2022 were approved as presented. Moved by Chris Hobson, seconded by Joyce Dalrymple and accepted by all. Carried.	



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4.	<p>Presentation and Election of the Slate of Directors for 2022 – 2023</p> <ul style="list-style-type: none">• The Secretary, Donna Del Re, read out the proposed slate of directors.• The Slate of Directors was elected to hold office until the close of the next Annual General meeting or until their successors have been duly elected or appointed. <p>Moved by Alice Klein, seconded by Bob Murphy and accepted by all. Carried.</p>
5.	<p>Annual Report 2021-2022 <i>Please see the attached Annual Report 2021-2022.</i></p> <ul style="list-style-type: none">• Nora McAuliffe reviewed the Annual Report 2021-2022.• Highlights were:<ul style="list-style-type: none">➤ Each lecture series had over 200 participants.➤ Founding member Brendan Meagher stepped down this year from the Treasurer position which he held since 2012. Henney Bryant is the new treasurer.➤ Charitable donations were given to Mississauga Meals on Wheels, the Mississauga Food Bank, CNIB’s Curiosity Club and the Third Age Network, an umbrella association of third age learning organizations in Ontario.➤ Refinements of the vision, goals and detailed action plans for five of the six Strategic Plan strategies were completed.➤ Our affiliation with the City of Mississauga is contingent upon the requirement that 90% of our participants must live in Mississauga. We have been granted an exemption for the next two years.➤ Members of the Event Organizing East and West committees have organized an event celebrating the 10th anniversary of LLM. The event will be held on 14 September 2022.➤ Members of the Event Organizing East and West committees have created a COVID protocol for in-person lectures.➤ Nora thanked the Program Committee for its continued hard work finding new and dynamic speakers.➤ Nora thanked Barry Everatt, Bob Warren and Dianne Wolfe for their skillful work as moderators of the Q&A.➤ Nora thanked the Technology Committee for their development of a hybrid program delivery model as well as their efforts to ensure the successful delivery of the virtual lectures this year.➤ Nora thanked virtual lecture hosts Marjanne Lyn and Bob Murphy for their trouble shooting expertise in working with the lecturers and participants.➤ Nora thanked TAN for their work on copyright, intellectual property and other issues of importance to all older adult learning groups.
6.	<p>Other Business</p> <ul style="list-style-type: none">• There were no other agenda items or questions.



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7. Adjournment

At 10:20, Sandro Del Re moved the meeting be adjourned, seconded by Dianne Wolfe and accepted by all. Carried. Sandy declared the AGM adjourned.

Prepared by: Donna Del Re, Secretary
Date prepared: 24 June 2022

Distribution: LLM Board of Directors
LLM members
Jocelyn Stuckless, City of Mississauga

Attachments: AGM Invitation 2022
Annual Report 2021-2022

Audio Visual Committee Annual Report 2022 - 2023

Members

Bob Murphy, Chair

Sandro Del Re



EOC Committee Annual Report 2022 – 2023

Members

Chris Hobson, Chair	Maggie Handley
Penny Corrigan	Jill Hobson
Donna Del Re	Alice Klein
Barbara Hardie	Colman Klein

1. The Event Organizing Committees have not been in consistent operation since 2020 due to the ongoing COVID pandemic and LLM successfully adopting the online virtual presentation format. The exceptions have been the LLM 10th Anniversary Special Event and the separate attempt to conduct a hybrid presentation lecture format (in person and virtual) in the fall of 2022.
2. LLM's 10th Anniversary Special Event was held on September 14, 2022 at the John Paul II Polish Cultural Centre at 4300 Cawthra Rd. The event featured a VIP reception for original and long serving members of LLM, an entertainment performance by SoundCrowd a cappella choir and a general reception afterwards for all attendees. The event attracted approximately 120 people.
3. In October 2022, LLM attempted to conduct a hybrid presentation format series of lectures at the Erindale United Church. The in person attendance for these lectures was modest. The online virtual aspect encountered problems due to technical issues and church acoustics. The Board held a special meeting and decided not to continue this format and revert to the well delivered virtual format only.
4. The Board has decided to conduct one in person and one virtual lecture series in the Spring and Fall of 2024. Burnhamthorpe Community Centre renovations are scheduled to be completed by then and appropriate space has been booked at this facility. The EOC is looking forward to the return of in person lectures.
5. Alice Klein who has been the Chair of the EOC East is stepping down after many years of excellent service to LLM ensuring well run in person events. Thank you Alice!

Chris Hobson, Chair



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Financial Statement – Statement of Revenue and Expense 2022 - 2023

LIFELONG LEARNING MISSISSAUGA STATEMENT OF REVENUE & EXPENSE For the Year Ended March 31, 2023		
	2023	2022
REVENUE		
Income - Lectures	\$ 44,154	\$ 55,051
Interest Income	67	-
Total Revenue	44,221	55,051
OPERATING EXPENSE		
Lecture Fees	21,043	19,550
Zoom Webinar Fees	1,814	2,206
Venue Rental	2,000	-
Website Expenses	1,013	-
Office and General Expenses	1,095	2,484
Insurance	1,114	-
Memberships, Licenses, Permits	100	-
Telephone	210	-
Bank Service Charges	160	-
Total Operating Expense	28,549	24,240
OPERATING SURPLUS	15,672	30,811
OTHER EXPENSE		
Special Event	8,675	-
Donations	20,000	15,500
Total Other Expense	28,675	15,500
NET SURPLUS / DEFICIT (-)	-\$13,003	\$ 15,311

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Financial Statement – Balance Sheet 2022 - 2023

LIFELONG LEARNING MISSISSAUGA
Balance Sheet
as of March 31, 2023

	<u>2023</u>	<u>2022</u>
ASSETS		
Bank Account - Chequing	\$ 31,096	\$ 63,996
Bank Account - Savings	20,067	-
Accounts Receivable	-	-
Prepaid Expenses	-	-
Other Assets - MCU Membership	1	-
TOTAL ASSETS	\$ 51,164	\$ 63,996
LIABILITIES		
Accounts Payable	171	-
Accrued Expenses	-	-
TOTAL LIABILITIES	171	-
EQUITY		
Opening Balance	63,996	48,685
Net Surplus / Deficit (-)	- 13,003	15,311
TOTAL EQUITY	50,993	63,996
TOTAL LIABILITIES & EQUITY	\$ 51,164	\$ 63,996

Auditor's Comments

I have examined the Balance Sheet of Lifelong Learning Mississauga and the attached Statement of Revenue and Expense for the year ended March 31, 2023. My examination included a general review of accounting procedures and tests of accounting records and other supporting evidence as I considered necessary in the circumstances.

In my opinion, the Financial Statements present the financial position of Lifelong Learning Mississauga, in accordance with generally accepted accounting principles.

Mississauga, Ontario *[Signature]* Date June 2, 2023

LLM thanks the City of Mississauga for the support and benefits received as an Older Adult Provider in the Community Group Registry Program.



Governance Committee Annual Report 2022 - 2023

Members

Nora McAuliffe, Chair
Henney Bryant
Barry Everatt
Chris Hobson

Naz Husain
Colman Klein
Sandy Leppan

The Governance Committee continues to be responsible for overseeing the organization's governing structures, processes and linkages to external bodies. The committee was sorry to lose Chris Hobson as he moved to chair the merged Event Organizing Committee. Chris's thoughtful deliberations will be sorely missed and he is sincerely thanked for all his contributions. Henney Bryant was welcomed to the committee in January. Henney brings a wealth of knowledge and Board experience. On her recommendation and with Board approval, LLM is now incorporated as a not-for-profit organization at both the provincial and federal levels.

Part of this committee's mandate is to ensure that organizational structures address LLM's operational needs, such as communication, decision-making and accountability. Three years ago, LLM committees documented their roles and responsibilities. This committee recommended to the Board that these documents be reviewed and revised. This process highlighted key activities and time-sensitive tasks. As a result, each committee developed its Annual Task List. These lists are now being rolled up to a single document. This will help the Board and its chairs track key activities each month and ensure that deadlines are met.

In February 2021, the Board drafted a five-year strategic plan with six strategies identified. This year, the Governance Committee focused on implementation. One goal was to offer 'hybrid' programs, simultaneously in-person and virtual. This strategy was piloted in the fall of 2022. As some unexpected technical problems occurred, after three weeks it was decided to return to offering virtual programming only.

The Guidelines for Nomination document written in 2020 was reviewed and revised. The revised process was used successfully to recruit new committee members. However, the role of Board Vice Chair continues to be vacant. This poses an ongoing concern regarding succession planning.



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In order to maintain LLM' not-for-profit tax exemption status, surplus funds are donated to local charities. The committee drafted the selection criteria for recipients and the decision-making process. With discussion and revision, this document was accepted by the Board and guided this year's donation of \$20.000 to five Mississauga organizations.

Nora McAuliffe, Chair



Program Committee Annual Report 2022 – 2023

Members

Anne Murphy, Chair	Eugenia Krpan
Patsy Ann Baker-Dean	Angela LoConte (as of January 2023)
Leeanne Cowie	Nora McAuliffe
Joyce Dalrymple	Ingrid Sulz-McDowell (as of February 2023)
Barry Everatt	Alan Willis (until 31 December 2022)
Julie Flannery	Dianne Wolfe

The Program Committee (PC) now numbers 11 members. Alan Willis stepped down at the end of 2022, having been an excellent minute taker and active program planner. The Committee welcomed two new members in 2023, Angela LoConte (via the Board virtual recruitment efforts) and Ingrid Sulz-McDowell through a letter invitation. In both cases the interest in taking on leadership roles within LLM was emphasized. Both Angela and Ingrid bring valuable career and volunteer experience to LLM and are valued members of the Committee.

The Program Committee continued to offer virtual lectures. Monthly meetings were all via Zoom in order to meet the comfort levels of all Committee members.

The 2022/2023 lecture series (and their PC host/organizer) were as follows:

Fall 2022 – China: The History and Geopolitics of a Superpower (Patsy-Ann Baker-Dean)

- What is This Thing Called Classical Music? (Alan Willis)

Winter 2023 – The Nordic Nations (Patsy-Ann Baker-Dean)

- Brief Introductions to Understanding Current Indigenous Issues (Julie Flannery)

Spring 2022 – The Roaring Twenties in New York, Paris and Berlin (Patsy-Ann Baker-Dean)

- Eight Meals that Changed the World (Leeanne Cowie)



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Four of the six series saw the return of lecturers already familiar to previous LLM attendees. The new speakers were well received. The mixing of “old” with “new”, as well as “heavy” and “light” topics is an attempt to find a year long program that meets the interests of a wide variety of participants.

Dianne Wolfe and Bob Warren have ably taken on the Q and A moderator roles, adjusting to the different approaches which lecturers have taken in their presentations.

Working well in advance of program offerings, the PC is looking to firm up the 2024 schedule by summer 2023. The introduction of in person lectures in the Spring and Fall of 2024 will be worked into the Committee’s plans.

Joyce Dalrymple continues as LLM’s TAN rep, keeping the Board and PC up to date on meetings she attends.

Barry Everatt has taken on the challenging role of capturing our monthly discussions and ensuring meeting notes are sent to all in a timely fashion.

The PC continues to work closely with other LLM teams and is very appreciative of their skills and support. From posting information on the LLM website, to coordinating technical aspects of our series, to email blasts, and promotional efforts, we are fortunate to have access to the resources of other LLM team members.

A task list for booking speakers has been developed, hopefully assisting those taking on the role of Speaker coordinators.

Anne Murphy, Chair



TAN (Third Age Network) Annual Report 2022 – 2023

Third Age Network (TAN)

Membership:

- Currently 26 paid members and one complimentary membership for Climate in Action
- One of first tasks is to update the website on membership and review the starter kit.

Focus during the past year:

- Helping organizations determine the shape of their organizations in the future.
- How to obtain good information that reflects mission/goals and what our members want/need/expect. Survey as default may not be best tool or may not know how to implement correctly
- How to encourage return to meeting in person

Methods to assist during past year was primarily through Ideas Exchange Meetings as follows:

- In person vs virtual or combination
- Recordings: in-person, virtual, timelines
- Financial impact of virtual: higher or lower costs including equipment, technical support, venue
- Competition: query jointly with other groups, or jointly with for profit in exchange for access
- Encouraging a Return to In-Person Sessions are planned for July 2023

Joyce Dalrymple, TAN Rep.



Technology Committee Annual Report 2022 – 2023

Members

Sandro Del Re, Chair
Kryst Budziak
Joyce Dalrymple
Verna Dennis
Barry Everatt
Naz Husain
Marjanne Lyn

Fran Martin
Bob Murphy
Gale Taylor
Bob Warren
Kevin White
Dianne Wolfe

- I. The Technology Committee welcomed 5 new members this year. Fran Martin will be an additional moderator, Verna Dennis and Gale Taylor have taken on hosting duties, Kryst Budziak will be our audio expert if we provide in-person lectures and Kevin White is our webmaster updating all LLM content on both our website and Eventbrite.
- II. The Technology Committee continued to manage the LLM Zoom account to reduce costs while we were not delivering lectures. This was achieved by suspending some features in Zoom that we would not use over the summer months.
- III. The Technology Committee conducted rehearsals with all our speakers. Rehearsals are used by the Technology Committee to review the presentations created by our lecturers. The rehearsals allow us to check the presentations, ensure any videos are functioning properly and that the overall technology used by the lecturers is in working order. Our Moderators, Dianne Wolfe, Bob Warren and Barry Everatt are key in ensuring that the lectures flow as planned.
- IV. The Technology Committee with the approval of the LLM Board continued to make the recordings of the lectures available to our attendees. At first the recordings were made available on an emergency basis. Our participants enjoyed the flexibility that this afforded them and the LLM Board decided to make the lecture recordings available to all attendees for a period of one week. The recordings cannot be downloaded.



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For the Fall 2022 lectures the Technology Committee attempted to deliver the lectures in a hybrid manner. Our definition of hybrid was an in-person audience and the lecture broadcast via Zoom to the virtual audience. Unfortunately, there was significant audio issues and we decided to stop delivering in a hybrid manner and returned to virtual only delivery.

- V. The Technology Committee participated in numerous meetings with other later life learning organizations to study the use of alternative delivery models for lectures.
- VI. Finally, none of this would be possible without the work of the whole committee. I wish to thank all the volunteers for their efforts and professionalism. The lectures offered by LLM are very professional productions.

Sandro Del Re, Chair