QUEST
non-profit grocery markets

ANNUAL GENERAL MEETING
February 12, 2025

Minutes of the Quest Outreach Society Annual General Meeting (AGM) held on February 12, 2025, at 2020 Dundas Street, Vancouver, BC.

MEMBERS PRESENT:
Peter Brasso, Chair*
Patrick Beirne
Carol Crow
Eddie McWhirter
Marilyn Bergen
Marion Galinski
Clay Haeber
Caroline Smart
Lillian White

*joined by videoconference

ALSO PRESENT:
Sam Hamilton, Manager, Administration & Client Services, Moderator*
Theo Lamb, Executive Director
Brandon Ma, KPMG LLP

PREPARATION OF MINUTES: Diane Parsons, Board Secretary

LAND ACKNOWLEDGEMENT
Peter Brasso, Chair, acknowledged the Elders of past and present and the traditional unceded territories of the Musqueam, Tsleil-Waututh and Squamish First Nations.

1. **Call to Order**
   Chair Brasso called the meeting to order at approximately 6:00 p.m.

2. **Establish Presence of Quorum**
   Chair Brasso confirmed that in accordance with the Bylaws, a quorum for a meeting of members of the Society was three members in good standing. The Moderator confirmed a quorum, with nine members of good standing present.

3. **Approval of the Agenda**
   Related Items: Draft Agenda for the February 12, 2025, Quest Outreach Society Annual General Meeting

   It was MOVED (Carol Crow) and SECONDED (Lillian White)
   THAT the Agenda for the 2024 Quest Outreach Society Annual General Meeting scheduled February 12, 2025, be approved as presented.

   CARRIED (AGM250212-01)

4. Adoption of 2024 Meeting Rules of Order

Related item: Quest Outreach Society 2024 Meeting Rules of Order

It was MOVED (Marilyn Bergen) and SECONDED (Eddie McWhirter)

THAT the Quest Outreach Society 2024 Annual General Meeting Rules of Order be approved as circulated.

CARRIED (AGM250212-02)

5. Adoption of Minutes of the February 20, 2024 AGM

Related item: Quest Outreach Society 2023 Annual General Meeting Minutes

It was MOVED (Patrick Beirne) and SECONDED (Caroline Smart)

THAT the Quest Outreach Society 2023 Annual General Meeting Minutes dated February 20, 2024, be approved as circulated.

CARRIED (AGM250212-03)

6. Presentation of Financial Statements and Auditor's Report

Related Item: Financial Statements of Quest Outreach Society and Independent Auditor's Report for the year ended August 31, 2024

Eddie McWhirter, Treasurer, referred to the information provided and reported that the audited financial statements for the fiscal year ending August 31, 2024, received an unqualified opinion from Auditors. This marks the first time the organization has achieved this distinction.

The year-end balance sheet reflected a total valuation of $3.102 million, a decrease of approximately $284k from the previous year. Cash and investments (GICs) comprise $1.098 million of the total valuation.

Total revenue for the year was $3.181 million, a decrease of $25k compared to the prior year. Total expenses amounted to $3.558 million, an increase of approximately $525k from the previous year. The resulting deficiency of revenue over expenses for the fiscal year was $377,361.

Key contributors to increased expenses included:

Salaries and Benefits:

- An increase of $397k resulting from the addition of key operational and management roles

Rent:

- An increase of $44k resulting from store relocation and higher rental costs

Bank Fees:

- An increase of $21k due to higher credit card payment activity and processing charges

Food Purchases:

- An increase of $28k to supplement food donations and food hampers

Professional Fees:

- An increase of $17k primarily related to legal costs.

It was MOVED (Lillian White) and SECONDED (Carol Crow)

THAT the Quest Outreach Society Annual General Meeting receive the "Financial Statements of Quest Outreach Society for the year ended August 31, 2024", as approved by the Directors and circulated to the members.

CARRIED (AGM250212-04)

7. Appointment of the Auditor

It was MOVED (Eddie McWhirter) and SECONDED (Marion Galinski)
THAT the Quest Outreach Society (the "Society") Annual General Meeting appoints KPMG LLP as the Auditor for the Society for the year ending August 31, 2026.

CARRIED (AGM250212-05)

8. Report from Directors

Chair Brasso reviewed activities in fiscal year 2023-24, and commented on successes, including:

- Support for over 10,000 active clients with 179,152 visits, averaging 3,436 visits per week across five grocery markets
- An increase in referring partners to over 700, and new client referrals totaling 7,290
- Automation of client referrals to improve access, reduce stigma, and enhance communications
- Partnering with YVR International Airport to provide 1,655 hampers to 67 agencies
- Launching Quest's Client Appreciation Week, Client Engagement Survey, and Referring Partner Engagement Survey
- Publishing an Annual Cost of Groceries Report, analyzing the impact of rising food costs on Metro Vancouver households
- Completing year two of a three-year plan to expand Quest's impact, increase partnerships, enhance operations, and raise awareness.

9. Election of Directors

Chair Brasso confirmed that three nominations were received from members in good standing currently sitting as Board Directors. In accordance with Section 7.4 of the Bylaws, as the number of eligible nominees did not exceed the number of seats available on the Board of Directors, all nominees were deemed to be elected by acclamation and no vote was required.

The Moderator announced the names of those acclaimed to the Quest Board of Directors for a three-year term (2025 – 2028) as follows:

- Marion Galinski
- Rosemary John
- Caroline Smart.

Chair Brasso recognized the contributions of outgoing Board Members, Carol Crow and Lilian White.

CONCLUSION

The Quest Outreach Society Annual General 2024 Meeting, held February 12, 2025, concluded at 6:22 p.m.