



# Community Legal Services of Ottawa Services juridiques communautaires d'Ottawa

## INVITATION TO ANNUAL GENERAL MEETING

Date: Monday, October 16, 2023

Location: Richelieu-Vanier Community Centre  
300 des Pères-Blancs Avenue, Ottawa

### AGENDA

- 5:00 p.m. Dinner
- 5:45 p.m. Welcome Address
- 6:00 p.m. Guest Speaker:
- Rachael Wilson, CEO of the Ottawa Food Bank
- 6:30 p.m. Presentations and Awards
- 7:00 p.m. Business Meeting
- Reports from the President and Executive Director
  - Review of the Financial Statements
  - Appointment of Auditors for 2023 – 2024
  - Review of proposed by-law amendments
  - Elections to Board of Directors  
(See note below about nominations)

Nominations of a member for election to our Board of Directors must be **received in writing by Thursday, September 21, 2023 at 5:00 p.m.** Please send nominations by mail, email or fax to the President of the Board of Directors at:

Community Legal Services of Ottawa 406-1355 Bank Street Ottawa, ON K1H 8K7	<b>Email:</b> <a href="mailto:clsosouth@clso.clcj.ca">clsosouth@clso.clcj.ca</a> <b>Fax:</b> 613-733-0401
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If you have questions, require accommodations or have dietary needs, please contact us in advance at 613-733-0140 Ext. 6023.

**Please RSVP by Monday, October 2nd at:**

<https://www.eventbrite.com/e/clso-2023-annual-general-meeting-tickets-710318209887>

You can also RSVP via email: [clsosouth@clso.clcj.ca](mailto:clsosouth@clso.clcj.ca) or by calling us: 613-733-0140 ext. 6023

**For further information, please download the 2023 AGM Package at [www.clsottawa.ca](http://www.clsottawa.ca)**

**Community Legal Services of Ottawa**  
**Services juridiques communautaires d'Ottawa**  
(the "Legal Clinic")

Instructions:

1. If you cannot attend the Legal Clinic's Annual General Meeting on Monday, October 16, 2023 but you would like someone to speak and vote on your behalf, please complete this form. Please return it to our office or give it to the person to bring to the Annual General Meeting.
2. On the first line below, you can appoint any person you want. For example, you could write "President of the Board of Directors," or the name of a Legal Clinic staff member, or the name of any another person who will attend the meeting on your behalf.
3. Insert the date.
4. Sign the form on the signature line and print your name under the signature line.

**PROXY FORM**

The undersigned member of the Legal Clinic hereby appoints \_\_\_\_\_  
as proxyholder of the undersigned, to attend, act and vote for and on behalf of the undersigned at the Legal Clinic's Annual General Meeting of members to be held on Monday, October 16, 2023 at 5:00 p.m. (including any adjournments of the meeting) and hereby revokes all proxies previously given.

Name : \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_