

Ahepa Family Charitable Foundation of Canada



Order of AHEPA



Daughters of Penelope



Maids of Athena



Sons of Pericles

September 30, 2005

To: Chapter Presidents and Board of Directors, AFCFC

From: Nicholas Spillios, President, AFCFC and Despina Chrisohou, Vice-President, AFCFC

Greetings Brothers and Sisters -

In the absence of the Secretary of the AFCFC, we have prepared the following package to update all members of Foundation activities and the upcoming **Annual General Meeting** to be held in conjunction with the District 23 Mid-Year Conference in Laval, Quebec on November 6, 2005.

We realize this is a large amount of material, but it is our hope that you read through this information carefully, share it with your membership and refer to it frequently.

The following is enclosed in this mailing:

Item:	Action must be taken by:
AFCFC Summary	
Notice of Annual General Meeting	
Letter of Nomination	October 31, 2005
AGM Proxy Form	October 31, 2005
Per Capita Remittance Form	December 31, 2005
Financial Report (as of December 31, 2004)	
AHEPA Family in Canada Website Guidelines	

We look forward to seeing you at the AGM in November!

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AHEPA FAMILY CHARITABLE FOUNDATION OF CANADA SUMMARY

1. ORGANIZATION

The AFCFC is a non-profit organization without share capital incorporated under the Canada Corporations Act on May 2, 1983 under its former name Canadian Order of AHEPA. In 1996, the corporation was granted a change in name from the Canadian Order of AHEPA to AHEPA Family Charitable Foundation of Canada. The Foundation has charitable status under the Income Tax Act Canada. Prior to this time, there was no official status of various chapters and Districts in Canada.

2. FUND ACCOUNTING

The financial statements of the Foundation are prepared in accordance with the principles for fund accounting. In 2003, the Statement of Fund Balances was \$99,535. The Foundation has the authority to issue official income tax receipts for donations.

- a. The General Charitable Fund consists of funds generated from general donations, dues, and various fundraising events. Funds are disbursed for charitable and educational purposes upon the approval of the Board of Directors. In addition, this fund disburses funds for the administration expenses of the Foundation.
- b. The National Scholarship Fund awards and disburses scholarships to students. Scholarship applications must be endorsed by any AHEPA Family Chapter in good standing with the Foundation for the current and the two immediate preceding years.
- c. The AHEPA District 23 Scholarship Fund was established by donations from members of that district. This fund awards and disburses scholarships upon the direction of the AHEPA District #23 Scholarship Committee.

3. MEMBERSHIP FEE

The membership fee is essential as by charging a fee, the Foundation receives authority to issue income tax receipts; to receive donations; to grant scholarships; to raise funds for various disaster relief initiatives impacting on Hellenism; to maintain recognition and status as an organization by the Government of Canada; and to elect a Board to administer the business of the Foundation.

4. AFCFC ON-GOING ACTIVITIES

- a. Maintaining and operating a WEBSITE for disseminating information and posting of chapter activities by District Governors, Presidents and Secretaries. The Site is accessible by all chapters for their use under the Website Guidelines outlined by the AFCFC Website Committee.
- b. Annual scholarships (2) are awarded to the Metropolis Theological School in Toronto.
- c. Donations are collected from chapters for various charitable events such as the recent donation of \$40,000 to the Shriners' Hospital by the Montreal chapter.

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- d. The administration of disaster relief donations such as the Calamata Earthquake in Greece and the Tsunami disaster in which the Toronto chapter raised funds takes place through the granting of permission by the Government of Canada and the subsequent issuing of income tax receipts for such donations.
- e. The Foundation's establishment was responsible for spearheading the issuing of the Canada Stamp Project by Canada Post and the event which took place in conjunction with this event in Ottawa in 2002. The Foundation is currently exploring the possibility of recognizing the Greek immigrant experience at Pier 21 in Halifax as a new project of the Foundation in follow-up to that event.

5. AN APPEAL TO ALL CHAPTERS FOR SUPPORT

The financial assistance of all chapters of the AHEPA Family is invited in order to maintain the AHEPA Family presence on the above and future activities. The Per Capita Remittance fee of five dollars per member in good standing in order that the Foundation can carry on its activities. Without this fee the Foundation cannot adequately cover such on-going services such as the maintenance of the WEBSITE and the holding of teleconference calls in order for the Board to make decisions affecting the Good of the Order. Chapters are invited to take advantage of the services which are offered by the Foundation as noted above. The Foundation was established to serve the needs of all chapters. It is the Foundation's continuing mandate to provide services which can be accessed by all members of the AHEPA Family. We invite all chapters of the AHEPA Family to participate.

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Notice of Annual General Meeting

Locale: Laval Hilton (Montreal)

Date/Time: November 6 at 10:30 am

PRELIMINARY AGENDA

1. Call to Order
2. Establishing members present
3. Election of Chair/Secretary for Meeting
4. Approval of Minutes: November 2, 2003
5. Reports from Officers
 - a. President
 - b. Vice-President
 - c. Treasurer
6. Reports from Committees
7. New Business
8. Confirmation of available Positions on Board
9. Nominations for Board of Directors
10. Appointment of Auditors
11. Good of the Order
12. Adjournment

Please make an effort to attend. The Foundation exists for the benefit of its members. Your input as a member of the AHEPA Family is important. If you can't attend, please send your proxy as per instructions on the AGM Proxy Form.

Ahepa Family Charitable Foundation of Canada

Letter of Nomination for Position of AFCFC Board of Director

To: The Chair of the Annual General Meeting for the AHEPA Family Charitable Foundation of Canada to be held on November 6, 2005 in Laval, Quebec

NOMINATING PRESIDENT:

Name: _____

Chapter Name & Number: _____

City / Province: _____

Phone: (____) _____ Fax: (____) _____ Email: _____

Signature: _____ Date: _____

Signature verifies that the Nominee (name indicated below) is a Member in Good Standing with the Organization and the AFCFC (is current in fees paid to both their Chapter and the AFCFC annual fee of \$5)

NOMINEE:

Name: _____

Address: _____

City / Province: _____

Phone: (____) _____ Fax: (____) _____ Email: _____

Member of AHEPA Family since (year): _____

Positions held at Chapter Level:

Positions held at District Level:

over

I understand by signing this nomination that: (1) I must be in attendance at the AGM scheduled for November 6th at the Laval Hilton in order to be elected to the Board of Directors of the AFCFC, (2) I will be elected to a one-year term and (3) I am expected to attend Foundation Meetings and/or participate in Teleconference Meetings when announced by the Foundation President and/or Secretary.

Signature: _____ Date: _____

Signature verifies that I am a Member in Good Standing with the Organization and the AFCFC (is current in fees paid to both their Chapter and the AFCFC annual fee of \$5). If this Nominee is found to not be a Member in Good Standing with the AFCFC, this nomination will be considered null and void.

NOTICE: If elected to the Board of Directors at the AGM on November 6, you will be required to attend a Board Meeting scheduled immediately following the AGM on November 6 at the Laval Hilton Hotel.

WITNESS:

(Witness must be a Member in Good Standing)

Name: _____

Chapter Name & Number: _____

Signature: _____ Date: _____

*Once filled out completely, please fax this Letter of Nomination prior to
Monday, October 31 to the attention of:*

Nicholas Spillios, President, AFCFC • 780-483-5294

or

Despina Chrisohou, Vice-President, AFCFC • 403-974-4270

*Hilton Montreal / Laval
\$109+taxes / night (double occupancy)
2225 Autoroute des Laurentides
Laval, Quebec H7S-1Z6
Tel: (450) 682-2225*

Ahepa Family Charitable Foundation of Canada

AGM Proxy Form

The 2005 Annual General Meeting of the Members of the Ahepa Family in Canada and current Board of Directors will be held in Laval, Quebec on November 6th, 2005 at 10:30 am at the Hilton Hotel, 2225, autoroute des Laurentides Laval, Quebec H7S 1Z6, for the following purposes:

1. To elect four (4) Members to the Board of Directors for one-year terms;
2. To hear Reports from Committees;
3. To Appoint Auditors;
4. To transact such other business as may properly come before the Annual Meeting

Members who are in Good Standing with the Organization and the AFCFC and current Board Members are eligible to vote. Photocopy this document if needed.

The undersigned Member or AFCFC Board of Director hereby appoints (select one)

- Nicholas Spillios, Canadian President AHEPA & President, AFCFC
- Despina Chrisohou, Canadian President Daughters of Penelope & Vice President, AFCFC
- Your District Governor: (Name here) _____

as proxy holder of the undersigned to act and vote for on the behalf of the undersigned at the Annual General Meeting & Board Meeting (where applicable) scheduled for November 6th, 2006 to be held in Laval, Quebec and hereby revokes all previous proxies given.

Name (printed): _____

Signature: _____ Date: _____

This form will be considered null and void if not signed and/or completed fully.

*Please fax this Proxy Form prior to **Monday, October 31** to the attention of:*

*Nicholas Spillios • 780-483-5294 or
Despina Chrisohou • 403-974-4270*