



Big Brothers Big Sisters
of North Wellington

2017

ANNUAL REPORT



Big Brothers Big Sisters

AGENDA

Big Brothers Big Sisters of North Wellington **Annual General Meeting Agenda**

Monday, May 14^h, 2018

7:00 pm

BBBS Meeting Room

1. Welcome – President, Heather Bults
2. Business from last AGM
3. Approval of last AGM minutes
4. Constitution and By-Laws Resolutions
5. Executive Director Report - Marianne
6. Treasurer's Report - Klaus
7. Caseworkers Reports
 - Teri
 - Marianne
8. Fundraising Reports – Teri
*Bowl for Kids Sake; *JFW JFF; *WestJet Raffle *Golf for Kids Sake
9. Agency Activities Report – Beth
10. Presidents Report
11. No Elections – Starting 2nd Year Term:
President: Heather Bults; Vice President: Roger Woods; Secretary: Holly Lehman;
Treasurer: Klaus Seibert.
12. Offence Declaration; Board Performance/Self Evaluation
13. New Business & Meeting Adjourned

BOARD PRESIDENT

Submitted by Board President, Heather Bults

In my first term as President, I would like to acknowledge the dedication and contribution of our enthusiastic staff, Executive Director, Marianne Christie and Fundraiser/Case Worker, Teri Dykeman, along with our board members and volunteers that helped make 2017 a very successful year. It makes my role as President a lot more pleasant when working with such a committed team. Thanks for a job well done.

I would like to make special mention and thank you to:

- * **Bob McIntee, Past President**, who served as President for the past 4 years and continues to volunteer countless hours on various committees including Bowl For Kids and selling our West Jet tickets. He is a pillar in the Mount Forest community, a familiar face to so many and an asset to our board.
- * **Dianne Lawless, Director**, who handed over her secretary duties after taking detailed minutes for many years, continues to be an Adult In School Mentor, has helped many children thrive and assists with events as needed
- * **Roger Woods, Vice President**, who has many important roles in our organization, Vice President, a Big Brother, sits on various committees and opens his home for group activities.
- * **Klaus Siebert, Treasurer**, who has filled the office of treasurer for years, leads our Board Development training each month, keeps us current on office/computer equipment, opens his home each year for summer BBQ and adds humour when needed
- * **Hope Lehman, Secretary**, who took on the role as secretary and keeps everyone organized, is dedicated at selling Westjet tickets and assists with any fundraising events as required.
- * **Beth Haines, Social Convenor**, who does an amazing job organizing outings and social activities along with providing snacks for the Littles each month
- * **Tammy Stewart, Director**, our newest member on the block who stepped into her new role without hesitation. She wears many hats including being a Big Sister, a new committee member for Just For Women and helps out with other fundraising events as required. Her positive and vibrant personality has been a wonderful asset to our board.

Our success this year was due to the excellent fundraisers we had and the increase in grants which was due to staff and board who worked diligently throughout the year to meet our budget.

Our Annual Bowl For Kids event continues to be our major fundraiser and without this tangible money raiser, we would be in financial difficulty.

Just For Women Just For Fun was held with good participation and financial success.



Our ticket sales and profit for West Jet was the highest recorded since we started selling in 2012. The 2nd Annual Golf For Kids Sakes was a great success as participation and profit increased significantly.

Thanks must go to our two staff – Marianne & Teri – for their efforts to run and expand all of the programs including One to One Matches, In-School Mentoring, Game On & Go Girls. Marianne Christie continues her role of Executive Director with confidence, hard work and dedication who handles her duties very well. Teri Dykeman continues to prove that she is the right person as the fundraiser/case worker by her enthusiasm and hard work. Mentoring programs are incredibly important for children, especially the hurdles they face in today's world. Our staff works hard to provide mentors for children who need them.

My personal thanks to all staff, board members, volunteers and Bigs who give of their time and efforts to BBBS of North Wellington. This is an amazing organization and I hope we can continue to accomplish our mission and vision of providing every child who needs a mentor, with a mentor.

BOARD OF DIRECTORS



Absent from Photo: Beth Haines

EXECUTIVE DIRECTOR

Respectfully Submitted by Marianne Christie

As Executive Director for Big Brothers Big Sisters of North Wellington, I am honoured to give this 2017 Annual Report. 2017 was a year of great successes, in all areas of business. We had an excellent fiscal year, achieving our set targets and exceeding our budget goals. We successfully managed to keep our organization running smoothly and economically. We provided excellence in running our mentoring programs, in operating our successful fundraisers and we continue to earn trust and respect in our schools and our community.



In 2017 our organization was granted an **Accreditation Certificate** that represents not only our agency's commitment to upholding BBBS National Standards but also the terms specified in our governing documents. More importantly, it is a demonstration of our agency's commitment and dedication to providing our community with safe and effective mentoring services for children and families.

In 2017, we served 77 children. In our In-School Mentoring program we had 35 children participate, while in the Go Girls and Game On programs, we had 19 boys and girls participate. In the one to one Match program, we had 23 children matched to volunteer Big Brothers and Big Sisters. We had six children on the waiting list.

We did an excellent job in recruiting, screening, training and matching our amazing volunteers to amazing children and followed our mission to try to ensure that every child in North Wellington County, who needs a mentor, has a mentor. We know from experience that Big Brothers Big Sisters has been making a meaningful difference in the lives of in-need boys and girls while instilling the importance of staying in school and being involved in the community. Through our mentoring program, we are empowering youth to reach their full potential and be all that they can be.

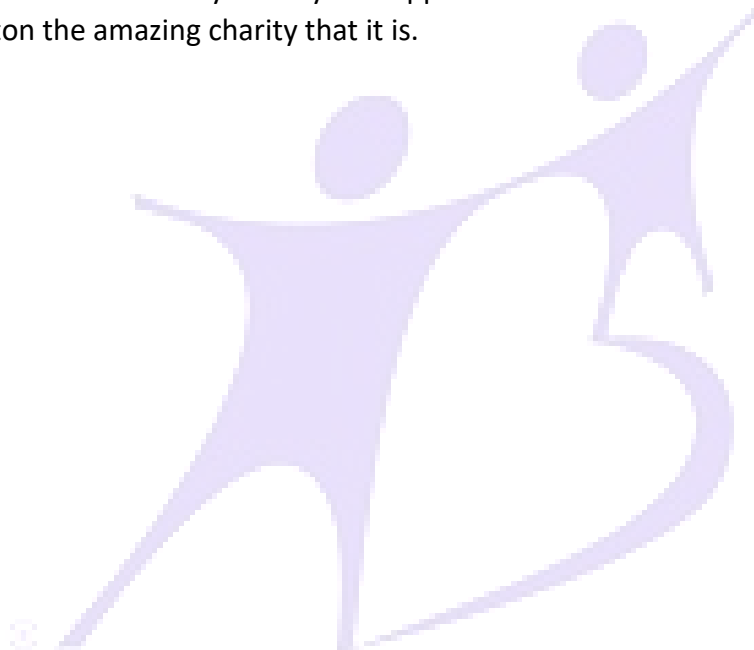
Thank you to our many volunteer mentors and coop students who commit themselves to the dedication of our mentoring program and the children they are matched to. Much appreciation goes to Big Brothers Big Sisters of Canada ensuring our agency received funding for our school-based program through the Ministry of Education. Many thanks to the United Way Guelph Wellington Dufferin for funding for all of our mentoring programs as well as our other grant providers.

Our fundraising committees did an amazing job securing our much needed funding. We received new granting partnerships in 2017. Thank you for your generous time given towards these projects.

I would like to thank the families of our Little Brothers and Little Sisters for being so involved and supportive of our programs and of their child`s mentors. As stakeholders of the organization, I also want to thank our dedicated Big Brother, Big Sister volunteers, the volunteer committee members and the hard working Board of Directors, who all give their time and support to the agency so generously.

Thank you to Canadian Tire Jump Start for the partnership in the Jump Start funding program for families requesting assistance for their child to play sports, as well as funding for our own groups.

Finally, I want to acknowledge our dedicated staff Teri Dykeman, our volunteer Treasurer, Klaus Seibert, our volunteer office assistant, Joanne Christie. Thank you for your support and commitment to making Big Brothers Big Sisters of North Wellington the amazing charity that it is.

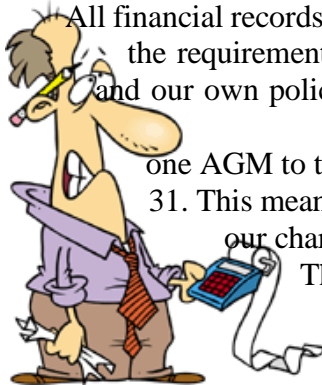


TREASURER REPORT

Treasurer Report, Klaus Seibert

Big Brothers Big Sisters of North Wellington

Jan. 1, 2017 – Dec. 31, 2017



All financial records were kept electronically using Sage 50 Pro Accounting in accordance with the requirements of the Canadian Revenue Agency, Big Brothers Big Sisters of Canada and our own policy as adopted from the Centre for Philanthropy's Ethical Fundraising and Financial Accountability Code. While everyone else reports from one AGM to the next, I must report on our fiscal year which runs January 1 to December 31. This means our T1030b must be filed by the end of June to maintain our charitable status. It was filed on April 4th.

The financial records were submitted to BDO Dunwoody in January 2018, both electronically and by printed record. Our Financial Records were returned to us with corrections for depreciation. Otherwise, the books were in order

The Canadian Revenue Agency allows registered charitable organizations to recover 50% of the HST paid in the course of their activities and also 82% of the PST if they are not registered to collect HST.

Charities need not register until they exceed \$50,000 in annual sales. Non-registered charities such as ours file GST returns twice a year. In 2017, the government returned ***\$914.58*** in taxes. I would like to stress that it is important that when purchases are made on behalf of the agency, that the required GST information be present, where ever possible in order to claim the taxes back. I need an invoice, bill of sale or till slip with the complete business address, taxes paid, and HST registration number of the vendor.

Revenue was down slightly to \$111,822 from \$112,771 (-948.85) from the previous year and expenses up to \$107,008 from \$104,761 (1,409). Big Brothers Big Sisters of North Wellington showed a deficit of \$6,217 in 2015, against a surplus of \$8,587 in 2016. Grants were up and that contributed to our surplus. The biggest fundraiser expense was the lineage fee for Bowl for Kids. In retrospect, our expenses were consistent with the previous year.

Thanks to staff for actively pursuing grants, we ended our fiscal year with a surplus as we hoped for in our budget. In addition, we receive strong funding from United Way of Guelph and Wellington County. In past years, year-end was always stressful on the treasurer, 2017 was financially a strong year.



DIRECTOR OF SERVICE DELIVERY

In 2017, Big Brothers Big Sisters of North Wellington (BBBSNW) had the pleasure of serving a total of 77 children. Big thanks to our valuable and wonderful volunteers.

COMMUNITY PROGRAM

Submitted by Marianne Christie, Match Caseworker

In 2017, we had ten volunteer mentors in the Big Brother program matched to eight boys. Two of those boys are in a couple match. We have 17 Big Sisters volunteers and matched 15 girls. Two of these girls were re-matched. At the end of the year, there were 23 girls and boys matched in the One to One Match Program and throughout the year there were between 5 and 8 children on the waiting list.

We had 8 children register for Camp McGovern. Camp McGovern is located between Durham and Hanover and its mission is to foster self-esteem, social skills and respect for others. Parents are asked to provide a \$100 deposit for camp and \$50 deposit for a short week. Many thanks to The Guelph Community Foundation who provided our agency with a \$2,000.00 grant. Because of this grant, we were able to return the deposits back to the parents.

We had seven families apply for the Adopt a Family program last fall. It is a wonderful Christmas program as it provides relieve of the financial stresses that the Christmas season causes for many families.

We held 11 group activities throughout the year – usually on a monthly basis. Thank you Beth Haines for your valuable assistance at our group activities providing refreshments and instructing our craft nights. Thank you to the Woodland Springs Women's Institute, Arthur Optimist Club, Roger and Carol Woods and Klaus Seibert for hosting some of our activities and for your expertise in showing films. I have received numerous positive comments from our Bigs and Littles and they look forward to them very much.

The following is a list of our 2017 Monthly Group Activities:

February 11th - Valentine's Spaghetti luncheon – hosted by Woodland Springs Women's Institute

February 12nd - Bowl for Kids kick-off

March 16th - Farm and Lamb visit – hosted by the Woods'

April 25th - Craft Night – instructed by Beth Haines

May 10th - Bowling

June 7th - Arthur Optimist Fishing Derby

June 25th- Swim and BBQ Party – hosted by the Woods'

September 19th – Mentor Appreciation Evening

October 26th – Craft Night – instructed by Beth Haines

November 7th - Movie Night – A Dog's Purpose – Mount Forest Library

December 6th - Christmas Party – Mount Forest United Church



ADULT IN-SCHOOL MENTORING PROGRAM

Submitted by Teri Dykeman, ISM Group Coordinator

In 2017, we had seven adult mentors and three co-op students at four different schools servicing a total of 35 children (14 boys and 21 girls). Our three co-op students came from Wellington Heights Secondary School in Mount Forest.

We operated the In-School Mentoring programs in the following schools:

Victoria Cross Public School, Mount Forest

Minto-Clifford Public School, Harriston

Drayton Height Public School, Drayton

Palmerston Public School, Palmerston



GO GIRLS PROGRAM (girls grade 7-8)

GO GIRLS: Overall we had 1 leader servicing a total of 8 girls

The program ran out of Minto-Clifford Public School in Harriston in the spring.

Unfortunately, the fall group did not run in 2017.

We are looking forward to running a Go Girls Jr. program in 2018.

GAME ON PROGRAM (boys grade 7-8)

GAME ON: Overall we had 1 leader servicing a total of 11 boys.

Our leader ran two groups, one in the fall and one in the spring both sessions at St. Mary Catholic School in Mount Forest.

Game On focuses on self- esteem, balanced eating and active living.

FUNDRAISERS

Submitted by Teri Dykeman, Fundraiser Coordinator

JUST FOR WOMEN JUST FOR FUN

Financial Statement (Approximation)*

REVENUE:

Registration (70 paying) \$4495.00
Donations \$ 750.25
Laptop Tablet Raffle \$ 295.00
Bike Raffle \$ 220.00
Share the Wealth ($\$320/2 = \160) \$ 160.00
Raffles \$ 280.00
Silent Auction \$1231.00
Money in day of event \$2186.25
TOTAL MONEY IN: \$7431.25

EXPENSES:

Printing: 150 posters \$ 73.50
1000 registration forms \$146.90
Workshop Leader/MC/Speaker Gifts \$ 60.44
Food \$ 44.30
Postage \$ 20.36
TOTAL EXPENSES: \$ 345.50

REVENUE – EXPENSES \$7085.75

BOWL FOR KIDS SAKE

Approximate Financial Statement *

REVENUE: \$47772.40

EXPENSES:

Prize List Brochures (250 from Print One). \$122.50
Sponsor Sheets 0.00
Cost of Lanes – 1220 games @ \$3.96/game 4831.20
Snacks (2 meetings + 3 community days 67.01
Bus Transportation (Brenmar Transit, school challenge) 1491.60
Prizes/Supplies/Decorations 30.00
Trophies
Award Breakfast (28 people)
Harriston United Church \$350.00
Table Centres 47.37 397.37
Postage (mail raffle prizes) 20.45
TOTAL EXPENSES_\$ 6960.13

REVENUE – EXPENSES \$40,812.27

WESTJET RAFFLE 2017:

We sold a total of 849 tickets with a gross revenue of \$6332.70, and a net revenue of \$6038.21. The draw for the winners was held at our recruitment barbecue on September 9, 2017 at 1:30pm behind Foodland. The winner of the WestJet tickets was Bud O'Donnell and 2nd prize of 4 piece patio conversation set went to Geoff Bell.

REVENUE – EXPENSES \$6,038.21

JUST FOR WOMEN JUST FOR FUN 2017:

Just for Women was held on Saturday, April 29, 2017 at Wellington Heights Secondary School in Mount Forest. We had a total of 62 participants with a gross revenue of \$5909.50 and a net revenue of \$5505.53

REVENUE-EXPENSES \$5,505.53

Golf Tournament 2017:

Our second annual Golf For Kids Sake, was held on Saturday, June 24, 2017 at the Mount Forest Golf Club. We had a total of 34 golfers with a gross revenue of \$4780.00 and a net revenue of \$2966.64.

REVENUE-EXPENSES \$2,966.64

GRANTS

Submitted By Marianne Christie, Executive Director

Grants received in 2017:

Ministry of Education 16/17 (National) January 2017
Ministry of Education 16/17 (National) February 2017
Arthur 2nd Look February 2017
County of Wellington March 2017
The Guelph Community Foundation April 2017
Jump Start Community Fund May 2017
Jump Start Community Fund June 2017
Drayton's Citizen's July 2017
Power Workers' Union August 2017
Ministry of Education 16/17 (through National) September 2017
Ministry of Education 17/18 (through National) October 2017
The Guelph Community Fund November 2017
Arthur 2nd Look November 2017
Ward & Uptigrove Consulting Inc. December 2017
Jump Start Community Fund December 2017

GRANTS	\$14,874.40
UNITED WAY Guelph Wellington Dufferin	\$27,680.00
TOTAL	\$42,554.40

OUR WONDERFUL MENTORS

Big Brothers

Roger Woods
Eric Mills
Gary Ghent
Jon House
Josh Heiliger
David Martin

Big Couples

Jon & Jody House
David Martin & Hannah Morden

Big Sisters

Patricia Sharpe
Tammy Stewart
Shawna Loughheed
Melanie Sheilds
Kendra Hachey
Joyce McLean
Melodie Martin
Andrea Abraham
Lindsay Hall
Stacey Romat
Lisa Cotton
Claire Preuss
Katrina Corley
Jody House
Hannah Morden

Adult In-School Mentors

Dianne Lawless
Jody Fraser
Maureen Pronk
Caroline Beren
Patricia Palmer
Marlene Ottens
Robin Ross

Game On Group

Eric Mills

Go Girls Group

Hannah Morden

OUR LITTLES - 2017

LILY

WESLEY

DALIHILA

BRENDON

LILY

MATTHEW

EVELYN

JOSH

ELSIE

ETHAN

BRONWYNN

IAN

MAEVE

SHANE

HEAVYN

AARON

PAIGE

ETHAN

JADEN

MATTHEW

JUDITH

LUKE

MARISSA

DESMOND

ANGELINA

TORI

TANYA



LETTERS OF APPRECIATION FROM OUR LITTLES:

What is a Big Brother?

B - He is somebody to BOND with.

I - is for INVESTING the time we spend together.

G - A GUY to talk to.

B - is for BARBEQUE, he's a good cook!

R - is for the RRRR...

O - is for ON-TIME. He's always late!

T - is for the TIME we spend together.

H - HOCKEY, he never misses a game!

E - for EFFORT that he puts in our relationship.

R - is for ROGER - thanks for being in my life!

That's what my Big Brother means to me.

Thank you!!! From your Little Brother

LETTERS OF APPRECIATION FROM OUR LITTLES:

To My Big Sister:

*Thank you for being my big sister. I have found a new big family.
I have had fun going places with all of your family and spending time
at your home. I hope we will be sisters forever.*

Love your Little Sister

Dear Big Sister,

Best of the Best, you're someone I trust

There for me and help me to adjust

Thanks for your friendship

With you, I can just be chill

And if I need someone to support me

I know you will

We baking up a storm

The smell of fresh cookies out the oven warm

Warm like your personality

I love that you can be yourself

And you let me be me

You're awesome, you can't be beat!

Love Your Little Sister

Dear Big Sister,

*I just want to say that I'm glad I joined Big Brothers Big Sisters
program because without it, I wouldn't have met such a
wonderful, kind generous, fun, Beautiful person! I wouldn't
have met you! I also want to thank you for everything you've
done with me. Just going to your house for dinner is fun and I
enjoy every minute we spend together. I am so glad you're my*

Big Sister!

From Your Little Sister xoxoxo