



**Big Brothers
Big Sisters**
OF NORTH WELLINGTON

ANNUAL REPORT

2020

BBBSNW Annual General Board Meeting Agenda

Tuesday, May 10th, 2021 – 7 pm - Conference Call - COVID-19

1. Welcome – Board Chair, Heather Bults
2. Business arising from last AGM
3. Approval of last AGM minutes
4. Constitution and By-Laws Resolutions
5. Executive Director Report—Marianne Christie
6. Treasurer’s Report – Klaus Seibert
7. Match Programs Reports—Marianne Christie
- Teri Dykeman
8. Fundraising Reports - Teri Dykeman – Bowl for Kids Sake; WestJet Raffle
- Just For Women, Golf for Kids Sake – no report due to Covid 19
9. Monthly Group Activity Report – No report due to Covid-19
10. President’s Report – Heather Bults
11. Elections for New Term – Elections for Board positions
12. Board Performance, Board Self Evaluation, Offence Declaration - Heather
13. New Business & Meeting Adjournment

Executive Director – Annual Report – 2020

I am honoured to present the 2020 Annual Report for Big Brothers Big Sisters of North Wellington.

2020 was a challenging year like no other for all of us. Our organization along with everyone else was hit with the COVID 19 pandemic in March. It was a learning curve to maneuver all of the guidelines throughout the year to keep everyone safe but our Agency continued to offer life-changing mentoring programs to local children and youth in our community – including Wellington North, Minto and Mapleton.

Being a small charitable organization with two staff, Teri Dykeman and myself, we continue to wear several hats and adhere to the many responsibilities that are outlined by our National office. The safety of our children and youth in our organization come first. We wouldn't be able to do it without our outstanding Mentors (Big Brothers, Big Sisters, In-School Mentors and Group Leaders). Thank you to our Board of Directors, Committee members and our many fundraising volunteers who give their time generously to our needs and goals of our organization. Without you all, we wouldn't be able to have such a sustained impact in this community! "It takes a Village to raise a child" (attribution as an African proverb).

In 2020, Big Brothers Big Sisters of North Wellington matched 39 children in our three core mentoring programs: One to One Big Brother Big Sister Match Program; In-School Mentoring Program; and our groups Go Girls and Game On. During 2020, we had 32 volunteer mentors.

We had an average fiscal year due to the pandemic with a small surplus heading into 2021. We had to think outside the box as many of our regular in-person fundraisers had to be canceled. We are thankful that we were able to run our Bowl For Kids event before Covid-19 shut everything down. Other highlights include the Giving Tuesday Now, West Jet Raffle, Virtual Workshops, Christmas Campaign Letters as well as a new third-party event Bigger Together 50/50 Monthly Lottery. We are grateful for our many faithful donors, corporate partners and community supporters.

While working closely with National and Provincial agencies, we continue to provide better local services by sharing insights and making our organization stronger. Covid-19 has actually strengthened our Theory of Change and aligned our theory to the importance of connection and mental health.

As we move forward together, we are positioned to be a leader in the field of youth development. The lives of our community's future leaders are shaped by the passion and commitment that exists within this organization, and I am proud and honoured to be Big Brothers Big Sisters of North Wellington's leader as we carry through this journey together.

In addition to the above, during 2020, our organization received grants of over \$72,000.

New National Standards were updated in January 2020 which included 11 policies and our Crisis Management Plan which will expire in 2022. These are not in relation to our Interim Accreditation that was completed in the summer of 2019.

Due to Covid-19 restrictions, the Regional Big Brothers Big Sisters convention in Toronto was canceled for 2020. However I attended weekly meetings virtually through Microsoft Team and they included: National Wide ED Briefing; TIE Scotia bank Thriving Communities; BBBS Ontario Collaborative group (Ontario Regional Touch Point); National Town Hall and the United Way of Guelph, Wellington and Dufferin.

National held a Virtual Showcase on September 15, 2020 which Teri and I attended. It focused on our new Theory of Change and Adverse Childhood Experiences (ACEs) and how agencies will implement these into our services. Our agency has opted into the Project Ignite and we are excited to move forward and implement this into our mentoring programs.

As mandated by National, our agency has Waivers that all Bigs (Mentors) and Little's parents in the One to One Community Match Program must sign and they must follow the agency's Covid guidelines as well as our local public health guidelines.

This year, we partnered once again with the Adopt a Family program and we were able to help 7 families with Christmas gifts and gift cards who struggle during this time of year

In January 2020, I was recognized for 25 year of service with Big Brothers Big Sisters of North Wellington.

A huge thank you to everyone for staying at home during this Covid-19 situation. By doing our part we are helping to flatten the curve and keeping our loved ones safe and healthy. These unprecedented times have been keeping us isolated and many are struggling. We are here for the children and youth we serve and supporting our amazing mentors. We are all in this together! Stronger Together!

Stay safe. Stay healthy. Kind Regards,

Marianne Christie

Executive Director

Treasurer's report

Big Brothers Big Sisters of North Wellington January 1, 2020 – December 31, 2020.

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 Canadian Centre of Philanthropy's Ethical Fundraising and Financial Accountability Code. While everyone else on the board reports from one annual general meeting to the next, I must report on our fiscal year which runs January 1 to December 31. This means that our T1030b must be filed by the end of June to maintain our charitable status. Unlike last year where we could file at the end of the year, this year we have to return to our normal filing, which is six-month past our fiscal year-end (June 30).

The financial records were submitted to BDO in February of this year, both electronically and by printed record. Our financial records were returned to us with corrections for depreciation and several minor errors. These corrections have been made and the books are in good order. Attached is a report from BDO. 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 for HST until they exceed \$50,000 in annual sales. Non-HST registered charities such as ours file HST twice a year and in the year 2020 the government returned \$830.81 in taxes. I would like to stress that it is important that when purchases are made on behalf of the agency, that the required HST information be present wherever possible and in order to claim back as much of the tax as possible. I need an invoice, bill of sale or till slip with the complete business address, taxes paid and HST registration number of the vendor.

Because we were not threatened by Covid until March, we did have a rather successful bowl for kids, which helped carry us through the year. The net result was that our income was down from the previous year by \$8977. Perversely, our net assets climbed from \$43,281-\$46,100. This is mainly due to the fact that we had no fundraising expenses and minimal program expenses for the rest of the year. In addition, we received many grants to help us financially. In addition to our usual United Way grant which total \$26,641 we also got government grants under the Canadian emergency wage supplement for \$9545, grants from Wellington County, the Township of Wellington North, the United Way of Greater Toronto, Big Brothers Big Sisters of Canada among others. In addition, donations came through from Canada helps, Benevity and others.

Thanks to staff for actively pursuing these grants and as a result we ended our year with a small surplus as we hoped for.

Respectfully submitted,

Klaus Seibert

Treasurer, Big Brothers Big Sisters of North Wellington

One to One Community Match Program 2020:

During 2020, I had a total of 23 Big Brothers and Big Sisters and 23 matches. 6 Little Brothers and 17 Little Sisters were matched. At the end of the year, we had 2 Little Brothers and 1 Little Sister waiting to be matched.

My new Bigs/Mentors included: Amanda Hauser, Mount Forest; Kristina Bevis-Swidorski, Mount Forest; Dawn McGillivray, Ayton; Jeffery Fritz, Arthur. All successfully matched to Little Sisters and Brothers and their matches continue to develop and progress.

I closed 2 matches:

Couple Match -2 Mentors and their Little Brother from Clifford. They were matched for three years.

Big Sister, Tammy Stewart and her Little Sister, Tori M. They were matched for four years.

I brought on 3 new Little Brothers and Little Sisters throughout the year.

Unfortunately there was no camp offered at Camp McGovern in the summer due to Covid.

Respectfully submitted,

Marianne Christie

AGM – 2020 Summaries

IN SCHOOL MENTORING:

In 2020 we had 4 adult mentors and 1 co-op student at 3 different schools servicing a total of 10 -- children (7 boys and 3 girls). Below is a more detailed chart of the mentors, schools, and mentees.

<u>NAME:</u>	<u>TIME:</u>	<u>SCHOOL:</u>	<u>MENTEE:</u>
<u>ADULT MENTORS (4):</u>			
Dianne Lawless	Jan-June 2020 Sept-Dec 2020	Victoria Cross Public School No match due to Covid-19	Boy
Jody Fraser	Jan-June 2020 Sept-Dec 2020	Victoria Cross Pubic School No match due to Covid-19	Girl
Marlene Ottens	Jan-June 2020 Sept -Dec 2020	Drayton Heights Public School No match due to Covid-19	Girl
Carla Dziob-Smith	Jan-June 2020 Sept-Dec 2020	St. Mary Catholic School No match due to Covid-19	Boy

CO-OP STUDENTS (1):

John Hewitson	Jan-June 2020 (2 more mentees forms were not returned prior to shut down so not included in numbers) Sept-Dec 2020	St. Mary Catholic School No students due to Covid-19	5 Boys, 1 Girl
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****Please note that matches prematurely ended as the students never returned to school after their March break (official closure letters were not sent out until May 28 when we realized for certain the students would not be returning to their class-rooms). Virtual mentoring was something my mentors did not feel would work well with their mentees or any new ones in September and have chosen to wait until they can return in person to continue with the In School Mentoring program.**

GAME ON: no Spring or Fall Game On sessions due to Covid-19 Pandemic

Eric O'Neill (leader)

GO GIRLS: Overall we had 1 leader servicing a total of 5 girls

Genna Wright no spring session due to Covid 19 Pandemic

October 29-November 26 – Virtual Go Girls 5 girls

Bowl for Kids Sake 2020:

In 2020 we had 74 teams and 472 community bowlers, plus 3 schools and 350 student bowlers raising \$44129.70 and a final net amount of \$39869.66 (Klaus's may differ slightly as this does not include mileage and cell phone usage). Our theme was "Crazy Hair/Crazy Hat Day".

Day of:

Community	Number of Bowlers	Number of Teams	Amount Raised
Arthur	132	15	\$10897.00
Minto-Mapleton	187	32	\$14003.70
Mount Forest	153	27	\$15161.00
School Challenge	350 *	3 schools	\$ 4068.00
TOTALS	822	74	<u>\$44129.70</u>

* school challenge numbers down significantly as no public schools due to school strike actions

Overall Total:

Gross Revenue \$44129.70
Net Revenue \$39869.66 total of 822 bowlers

Our Awards Breakfast was cancelled due to Covid-19 Lockdown.

AWARD WINNERS – 2020

Community	Business	Service Group	Group	Top Individual
Arthur	Ivan Armstrong Trucking	Alma Optimist	Shawna & Friends	Rob Avery
Minto-Mapleton	Marquardt Drainage	Drayton Kinsmen	Burrows Family	Barb Burrows
Mount Forest	EFS Plastics	Mount Forest Lions	United Church	Stacey Romat

OVERALL INDIVIDUAL (from all three communities): Rob Avery

GRAND CLUB MEMBERS: (raise over \$1000) Stacey Romat, Rob Avery, Rhoda Seibert

SCHOOL CHALLENGE: Most money raised St. Mary Catholic School
 Highest % participation St. Mary Catholic School

WESTJET RAFFLE 2020:

We sold a total of 479 tickets with a gross revenue of \$3231, and a net revenue of \$3033.63. Marianne and I drew the ticket as the recruitment bbq on September 12 was cancelled due to Covid. The winner of the WestJet tickets was Sigrid Jann and 2nd prize of the Weslo treadmill went to Kelsey Hollinger.

JUST FOR WOMEN JUST FOR FUN 2020:

JFW event was cancelled due to the Covid-19 Pandemic. Several participants donated their registration fee back to our agency and we raised \$1150. We tried running some virtual workshops throughout the summer using our JFW workshops but response was poor and 5 out of the 8 workshops were cancelled due to lack of participation. We raised \$175 total.

Golf Tournament 2020:

Cancelled due to Covid-19 Pandemic.

Respectfully submitted by,
Teri Dykeman

50/50 Lottery:

Ontario agencies were really feeling the dilemma of fundraising due to Covid-19 restrictions and approved the Ontario 50/50 Online Lottery in August 2020. With board approval, it was launched on September 16, 2020 and Draw #1 was held on October 16, 2020.

For Draw #1, our agency ticket sales revenue was \$1,920.00, General Ticket Sale revenue – this is through the Ontario website and those proceeds were divided equally amongst the participating agencies. Our agency received \$1,276.00. Then our Agency's portion of expenses was \$634.00; Our Agency portion of expenses percentage was 0.90%.

Total proceeds for Draw #1 was \$2,592.00 which was deposited into our Lottery Account in December, 2020.

Respectfully Submitted by,
Marianne Christie

Monthly Group Activities – 2020:

Unfortunately, we had to stop our group activities right after our March outing, due to the Covid pandemic.

January – No Activities

February – Bowl For Kids Sake Kick Off and bowling.

February – Spaghetti Luncheon by Woodlands Springs Women's Institute.

March – Swimming Outing at the Fergus pool with pizza and refreshments.

March – No Activities.

April – No Activities

June – No Activities

September – No Activities

October – No Activities

November –. No Activities

December – 25 Christmas gifts delivered to each Little.

The United Church Women's Group donated hats and mitts for the Christmas gifts as well as our own president, Heather Bults donated chocolate treats.

Submitted by,

Marianne Christie

President's Report

Big Brothers Big Sisters of North Wellington

Jan 1, 2020 – Dec 31, 2020

As the President for Big Brothers Big Sisters of North Wellington, I am pleased to present my 2020 Annual Report.

We began 2020 hoping for another exciting and exceptional fiscal year as we experienced in 2019 however we had no idea what lay ahead. All that we thought was normal and taken for granted was turned upside down in March. The COVID 19 pandemic has changed our world forever but we were thankful that our biggest fundraiser, Bowl For Kids, was not affected. Our agency is lucky to have a bowling centre located in Mount Forest who are very supportive of our organization. Unfortunately we had to cancel many of our other fundraisers due to the Public Health guidelines, including Just for Women and Golf for Kids Sake. We were able to continue with the West jet Raffle and collaborated with other Ontario agencies and launched a Bigger Together 50/50 Lottery in September. Yes 2020 was a challenging year and in spite of that we have put together a positive financial statement.

With over 100 years' experience, Big Brothers Big Sisters are the experts in mentorship. We provide mentoring services to kids and youth ranging in age from 6 to 17 years old who reside in Wellington County and specifically within the townships of Minto, Mapleton and Wellington North. In an average year, we serve approx 80 children through various programs which include One to One Matches, In-School Mentoring, Go-Girls, Game-On and Monthly Group Activities as well as the opportunity to attend camp. Unfortunately, in 2020 some of these activities were cancelled or reduced, again due to the effects of the pandemic. As a non profit, our agency depends on donations to help cover the cost to run these programs and all funds stay within the communities we serve. We have 2 trained staff who screen all applicants and adhere to the strict guidelines and checks to ensure anyone wanting to be a mentor is a good candidate.

Our agency is thankful for our ongoing financial support from United Way as well as our loyal donors and community supporters who are integral to our long-term viability as an agency.

I would like to acknowledge the hard work and commitment of our amazing staff, dedicated board members and numerous volunteers especially this year as we had to navigate new waters.

Marianne Christie is our current Executive Director as well as our caseworker. Marianne celebrated 25 years of service with our agency in January 2020 and we are so thankful for her guidance, dedication, and her passion. Teri Dykeman is our fundraising and program co-ordinator who spends countless hours co-ordinating our fundraising events as well as seeking volunteers for the various programs we offer. Teri's enthusiasm and hard work has been an asset to our organization. I would like to personally thank you both as you had to think outside the box, adjust to Virtual connecting with all the Bigs, Littles and Mentors, find new ways to raise funds, attend numerous online meetings with National, Provincial, United Way to name a few. Your continued efforts and patience, helped to provide strong mentoring services to the children in our community who need the support especially during these unprecedented times. Without these two wonderful staff members, our organization would not be the success it is today. With their expertise and work ethic, they have ensured the successful and fulfilling relationships for both Bigs and Littles.

I would also like to pay tribute and personally thank each Board Member who spends many hours contributing in various ways to make this organization viable. As we had to transition to virtual meetings I appreciate your patience and understanding as we switched from Zoom to phone conference calls. Technology is a wonderful invention but most of us live in a rural area where our "connection" was often spotty or no "connection" which made it a challenge. To those who have sold /purchased raffle tickets, helped or took a lead role at our Bowl For Kids event, reaching out to service clubs, businesses and individuals for monetary donations, supporting our staff as required and volunteering when asked, Thank you, thank you, thank you. I couldn't ask for a more highly engaged team with which I have had the pleasure of working alongside.

It has been a privilege to be a part of this organization and I would like to personally thank all of our generous donors and supporters who have made a real and lasting difference in the lives of the children and families in our community. Together we will continue igniting the potential of children and youth through mentoring for many years to come.

In closing, although our AGM will be held in a virtual format this year, we look forward to seeing everyone again when it is safe. Until then be kind and be well.

Respectively submitted

Heather Bults

President, BBBS of North Wellington

ELECTIONS FOR 2021—2023

Heather Bults—President

Roger Woods—Vice President

Dianne Lawless—Secretary

Klaus Seibert—Treasurer

Bob McIntee—Director

Tammy Stewart—Director

Willard Metzger—Director

Marianne Christie—Executive Director/Staff

Teri Dykeman, Staff