

Executive Director – Annual Report – 2021

I am very pleased to present the Executive Director Report for Big Brothers Big Sisters of North Wellington Annual General Meeting. 2021 was an interesting year as we continued to navigate through the ups and downs of the Covid 19 pandemic. We continue to provide life changing mentoring services to children, youth and families in our community – including Wellington North, Minto and Mapleton.

We are a rural charitable organization running three core mentoring programs throughout the year with two staff, Teri Dykeman and myself. We wear several hats and adhere to the many responsibilities that are outlined by our National standards. The safety of our children and youth in our organization come first. Big Brothers Big Sisters of North Wellington is making life changing experiences for children and youth who are at risk. Our organization provides mentor training for the volunteer mentors who make a difference for the kids. We are privileged to provide this service in our community.

Thank you to our Mentors! 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! A huge thank you to my colleague, Teri Dykeman who puts in endless hours towards our mission. A huge thank you to our Treasurer, Klaus Seibert who goes beyond his duties and provides tech support to staff.

In 2021, Big Brothers Big Sisters of North Wellington matched 41 children in two of our mentoring programs, One to One Community Match Program and our groups Go Girls and Game On. Unfortunately, due to Covid 19, we were not able to operate our In-School Mentoring Program; due to the school's Covid rules and restrictions.

Our organization had to adapt to the changes by relying on internet online platforms for connections with children, youth, families and mentors. We learned that during Covid 19 and the lock downs which mandated isolation from friends and families, that we were able to continue with contact and connection via online platforms and video chats. We will continue with online platforms when it is necessary to both the organization staff and our mentors, children, youth and families. Training for staff and volunteers will continue to be offered online and staff continues to work remotely, going into the office when necessary.

We were able to keep our financial budget in good standing, due to our revenue in 2020 while keeping expenses low.

In 2021, we campaigned our Bowl for Kids Sake but due to restrictions, it was not held in-person. Our Just for Women, Just For Fun and our Golf Tournament were not held due to Covid restrictions. WestJet Raffle, our new Online Christmas Auction and our Christmas Letter Campaign were all successful. We are grateful for our many faithful donors, corporate partners and community supporters and look forward to when we are able to offer in-person fundraisers again.

In addition to the above, during 2021, our organization received grants totaling \$47,214.

I am a member of the following groups in BBBS and attend meetings on a weekly and bi-weekly basis including Executive Director Ontario Collaborative Group; CNOM – Centre North Ontario Regional Meetings; and National Meetings. I attend training opportunities offered by National regarding our Theory of Change.

Once again, we were pleased to offer families the Adopt-a-Family program, through the Children's Foundation in Guelph. I submitted family's applications and delivered Christmas packages for many families in the community.

Sincerely,

Marianne Christie
Executive Director

Treasurer's report, 2021 fiscal year.

While everyone else reports from annual general meeting to the next AGM, I must report according to our fiscal year running from January 1, 2021 to December 31. This is how we report to The Charities Directorate division of Revenue Canada. The year 2021 was what I would call a survival year as was 2020.

As we look at the balance sheet and income statement that compares 2021 with previous years, we note that assets have dropped by \$2387 also know that Accounts Payable is up \$12,700. This is simply reflecting the fact that paychecks and payroll remissions to the receiver General were paid prior to year-end.



You can clearly see the effects of COVID on our finances. With the peak income of \$132,600 in 2019, \$115,764 in 2020 and \$83,140 in 2021. The payroll expenses were fairly consistent while in 2021 payroll was down due to our Executive Director's leave of absence. Administrative expenses were down slightly in the last two years but only slightly. Fundraising expenses were down significantly in 2021. Program expenses were down mainly because we were not sending our little brothers and sisters to camp, we were not hosting group activities and Game-on and Co-Girl programs. All activities were at arm's length. With a little luck, I first see that 2022 will be a stronger year.

Respectfully submitted, Klaus Seibert, Treasurer

Big Brothers Big Sisters North Wellington

Comparative Balance Sheet

	As at Dec 31, 2021	As at Dec 31, 2020	Difference
ASSET			
Assets			
To Be Deposited	3,143.27	72.59	3,070.68
General Account 1016-398	31,252.23	45,059.01	-13,806.78
Lottery Account 8982-038	8,586.47	0.00	8,586.47
Accounts Receivable	0.00	237.93	-237.93
Cash Assets	<u>42,981.97</u>	<u>45,369.53</u>	-2,387.56
Capital Assets			
Equipment	15,572.22	15,572.22	0.00
Accum Dep'n equipment	-14,841.74	-14,841.74	0.00
Total Capital Assets	<u>730.48</u>	<u>730.48</u>	0.00
TOTAL ASSET	<u>43,712.45</u>	<u>46,100.01</u>	-2,387.56
LIABILITY			
Current Liabilities			
Accounts Payable	12,930.65	230.44	12,700.21
HST Paid on Purchases	-224.46	-216.19	-8.27
HST Owed (Claimed)	-224.46	-216.19	-8.27
Provincial Sales Tax Payable	-82.82	0.00	-82.82
Total Current Liabilities	<u>12,623.37</u>	<u>14.25</u>	12,609.12
TOTAL LIABILITY	<u>12,623.37</u>	<u>14.25</u>	12,609.12
EQUITY			
Equity			
Surplus	46,085.76	40,118.25	5,967.51
Year-to-date Profit & Loss	-14,996.68	5,967.51	-20,964.19
Total Equity	<u>31,089.08</u>	<u>46,085.76</u>	-14,996.68
TOTAL EQUITY	<u>31,089.08</u>	<u>46,085.76</u>	-14,996.68
LIABILITIES AND EQUITY	<u>43,712.45</u>	<u>46,100.01</u>	-2,387.56

Big Brothers Big Sisters North Wellington

Comparative Income Statement

	Actual Jan 01, 202... Dec 31, 2021	Actual Jan 01, 202... Dec 31, 2020	Difference	Actual Jan 01, 201... Dec 31, 2019	Actual Jan 01, 201... Dec 31, 2018	Difference
REVENUE						
Donations						
Individual - Received	0.00	569.65	-569.65	0.00	450.00	-450.00
Individual Donations	16,833.68	25,190.70	-8,357.02	42,736.93	14,707.33	28,029.60
Total Individual Donations	16,833.68	25,760.35	-8,926.67	42,736.93	15,157.33	27,579.60
Non-profit Organization	6,050.00	9,968.50	-3,918.50	16,008.00	11,120.90	4,887.10
Corporate Donations	7,875.00	10,618.70	-2,743.70	12,986.14	25,822.00	-12,835.86
Total Corporate Donations	7,875.00	10,618.70	-2,743.70	12,986.14	25,822.00	-12,835.86
Charitable Foundations	3,855.32	7,889.43	-4,034.11	4,946.28	9,597.05	-4,650.77
G-W United Way	25,803.28	26,641.99	-838.71	27,680.00	27,680.04	-0.04
Total Charitable Foundations	29,658.60	34,531.42	-4,872.82	32,626.28	37,277.09	-4,650.81
Government Grants	9,466.90	23,858.50	-14,391.60	10,040.30	3,780.00	6,260.30
Non Foundation Grants	0.00	4,400.00	-4,400.00	1,300.00	2,000.00	-700.00
Total Donations	69,884.18	109,137.47	-39,253.29	115,697.65	95,157.32	20,540.33
Fundraising Revenues						
Admissions & Registrations	0.00	1,336.88	-1,336.88	3,840.00	5,905.00	-2,065.00
Food & Beverage Sales	0.00	0.00	0.00	437.50	0.00	437.50
Raffle Ticket Sales/Silent Auctions	13,049.42	5,290.01	7,759.41	8,183.00	9,071.60	-888.60
Sales of Goods/Sponsorships	25.00	0.00	25.00	3,435.00	1,535.00	1,900.00
Total Fundraising Revenue	13,074.42	6,626.89	6,447.53	15,895.50	16,511.60	-616.10
Misc. Income						
Interest Earnings	4.54	0.00	4.54	0.00	0.00	0.00
Camp Deposits	0.00	0.00	0.00	975.00	925.00	50.00
Misc. Income	24.96	0.00	24.96	50.00	0.00	50.00
Reconciliation	160.84	0.00	160.84	0.00	-250.00	250.00
Total Misc. Income	190.34	0.00	190.34	1,025.00	675.00	350.00
TOTAL REVENUE	83,148.94	115,764.36	-32,615.42	132,618.15	112,343.92	20,274.23
EXPENSE						
Payroll						
Salaries & Benefits	77,209.95	84,727.58	-7,517.63	78,418.98	72,892.06	5,526.92
E.I.	1,695.09	1,874.64	-179.55	1,772.55	1,694.14	78.41
C.P.P.	3,793.96	4,080.66	-286.70	3,614.43	3,261.72	352.71
Total Payroll Expense	82,699.00	90,682.88	-7,983.88	83,805.96	77,847.92	5,958.04
Administration						
Telephone, Fax & Internet	2,647.12	2,930.78	-283.66	2,244.51	2,179.77	64.74
Software and Access Licences	332.08	330.98	1.10	286.88	668.73	-381.85
Rent	1,200.00	1,200.00	0.00	1,200.00	1,200.00	0.00
Postage, Supplies, Courier	115.69	569.79	-454.10	375.24	285.08	90.16
Insurance	5,152.39	3,460.44	1,691.95	3,126.28	4,149.28	-1,023.00
Office Expenses/Supplies	482.62	777.42	-294.80	1,126.30	1,190.55	-64.25
Fees & Dues	2,700.00	2,724.01	-24.01	3,132.38	2,477.75	654.63
Travel & Parking	25.00	283.50	-258.50	1,406.75	1,280.12	126.63
Conferences/Training/Meetings	87.15	0.00	87.15	1,258.48	123.30	1,135.18
Bank & Service Charges	625.35	314.56	310.79	358.67	322.30	36.37
Visa Master Card Expenses	0.00	80.98	-80.98	632.34	594.65	37.69
Housekeeping Expense	0.00	31.79	-31.79	390.37	449.14	-58.77
Misc & Other Expenses	380.42	190.62	189.80	1,268.40	405.24	863.16
Total Administrative Expenses	13,747.82	12,894.87	852.95	16,806.60	15,325.91	1,480.69
Fundraising Expenses						
Food & Beverage Expense	0.00	67.80	-67.80	100.95	387.48	-286.53

Big Brothers Big Sisters North Wellington

Comparative Income Statement

	Actual Jan 01, 202... Dec 31, 2021	Actual Jan 01, 202... Dec 31, 2020	Difference	Actual Jan 01, 201... Dec 31, 2019	Actual Jan 01, 201... Dec 31, 2018	Difference
Advertising & Promotion	0.00	0.00	0.00	128.73	375.00	-246.27
Printing Costs	240.34	451.92	-211.58	270.98	480.66	-209.68
Use of Facilities, Hall Rental	0.00	3,555.10	-3,555.10	7,451.71	5,827.12	1,624.59
Wages/Fees for Service	0.00	0.00	0.00	0.00	1,458.60	-1,458.60
Licences & Permits	20.00	20.00	0.00	20.00	20.00	0.00
Prizes & Awards	0.00	268.50	-268.50	110.30	197.94	-87.64
Fundraising Volunteer Recognition	0.00	0.00	0.00	25.00	108.23	-83.23
Travel Expenses Fundraising	151.75	329.25	-177.50	867.00	625.46	241.54
Incidental Expenses	0.00	28.03	-28.03	636.21	205.53	430.68
Reconciliation	0.00	0.00	0.00	0.00	182.68	-182.68
Total Fundraising Expenses	<u>412.09</u>	<u>4,720.60</u>	-4,308.51	<u>9,610.88</u>	<u>9,868.70</u>	-257.82
Program Expenses						
Program Expenses	711.62	412.94	298.68	4,703.60	1,895.77	2,807.83
Camp	0.00	0.00	0.00	0.00	3,095.00	-3,095.00
Recruitment	65.59	8.52	57.07	282.69	273.45	9.24
Program Volunteer Recognition	0.00	257.19	-257.19	278.07	18.65	259.42
Travel Expense Program	509.50	624.25	-114.75	1,669.00	1,304.75	364.25
Misc. Program	0.00	12.14	-12.14	0.00	0.00	0.00
Total Program Expenses	<u>1,286.71</u>	<u>1,315.04</u>	-28.33	<u>6,933.36</u>	<u>6,587.62</u>	345.74
Holding Accounts						
Misc Accounts/Holding	0.00	183.46	-183.46	516.30	0.00	516.30
Total Holding	<u>0.00</u>	<u>183.46</u>	-183.46	<u>516.30</u>	<u>0.00</u>	516.30
TOTAL EXPENSE	<u>98,145.62</u>	<u>109,796.85</u>	-11,651.23	<u>117,673.10</u>	<u>109,630.15</u>	8,042.95
NET INCOME	<u>-14,996.68</u>	<u>5,967.51</u>	-20,964.19	<u>14,945.05</u>	<u>2,713.77</u>	12,231.28

One to One Community Match Program 2021:

This was a busy year for our One to One Community Match Program, despite the restrictions and lock downs of Covid. Matches were continuing to connect with each other with a variety of online platforms, phone apps or meeting outside in-person, always following our Public Health Guidelines. When lock downs ceased, matches would get together in-person.

Ongoing scheduled match monitoring takes place with each member of the match (Mentor/Mentee/Parent) by the Caseworker to ensure all matches are progressing and safe. Yearly match evaluations include discussion of whether the match will continue, as we ask for a minimum of one year commitment.

We had a total of 7 Big Brothers/Mentors; 17 Big Sisters/Mentors; 10 Little Brothers; and, 17 Little Sisters. We had a total of 24 matches. At the end of the year, we had 3 Little Brothers; 0 Little Sisters on our waiting list. There were 54 participants in the One to One program, not including parents.

The following is a list of our Big Sister and Big Brother matches.

Big Sister Matches

Melodie Martin & Paige P – 4 years
Kristina Bevia Swiderski & Lily H – 1 year
Katrina Corley & Lily He – 5 years
Amanda Hauser & Ellary C -1 year
Stacey Romat & Bronwynn H – 5 years
Lisa Cotton & Evelyn V – 5 years
Kelsey Hollinger & Rachel J – 3 years
Brooke Drost & Cheyenne D
Claire Preuss & Dalihla M – 4 years
Andrea Abraham & Heavyn H – 6 years
Joyce McLean & Jaden K – 8 years
Dianne Lawrence & Elsie B -2 years
Daphne Taylor & Judith G – 3 years
Amanda Wajdzik & Teegan EF
Shawna Lougheed & Angelina M – 3 years
Patricia Sharpe & Tanya M – 11 years
Shae Reaman & Victoria H – 2 years

Big Brother Matches

Roger Woods & Ian M – 7 years

Eric O'Neill & Wesley V – 2 years

Thomas Beatty & Matthew L – 2 years

Alex Couzens & Lucas W

Jeffrey Fritz & Ryan D – 1 year

Gary Ghent & Aaron D – 5 years

David Baines & Ethan H – 3 years

Three Big Sisters matches and One Big Brother match were closed. Patricia Sharpe & Tanya were matched for 11 years; Shawna Lougheed & Angelina were matched for 3 years; Shae Reaman & Victoria were matched for 2 years; and, David Baines & Ethan were matched for 3 years.

Two new Big Sister matches were Brooke Drost & Cheyenne; and Amanda Wajdzik & Teegan. One new Big Brother match was Alex Couzens & Lucas.

We did not offer a summer camp experience at Camp McGovern due to Covid.

Monthly Group Activities – 2021:

Normally, our agency offers monthly group activities which invites all matches and children who are on the waiting list. Due to Covid's restrictions, no activities were offered. In September, to honour our Big Brother Big Sister Day, gifts were delivered to all the mentors. In December, Christmas packages were delivered to all our Little Brothers and Sisters.

February, March, April, June - No Activities

September – Potted Mum Flowers and Sanitizer Packages and Certificates were delivered to all Mentors.

October, November – No Activities

December – Christmas packages were delivered to each Little Brother and Sister.

Respectfully Submitted,

Marianne Christie



GRANTS RECEIVED IN 2021

<u>FROM</u>	<u>RECEIVED:</u>	<u>AMOUNT:</u>
Ministry of Education (National)	March 2021	\$ 1,530.00
The County of Wellington	March 2021	\$ 2,000.00
Minto Township (For Zoom)	April 2021	\$ 226.00
Township of Wellington North	April 2021	\$ 1,000.00
Ministry of Education (Big Boost)	June 2021	\$ 2,640.00
Me To We	June 2021	\$ 1,000.00
Blessings to You	July 2021	\$ 2,000.00
Ministry of Education (Big Boost)	August 2021	\$ 660.00
Drayton Community Citizen's Association	Sept. 2021	\$ 300.00
Arthur 2 nd Look	October 2021	\$ 500.00
Ministry of Education	November 2021	\$ 2,649.00
Scotiabank Thriving Communities	November 2021	\$ 1,001.00
Ministry of Education (National)	November 2021	\$ 2,649.00
Ministry of Education Extra (Peel)	Dec. 2021	\$ 2,000.00
	Total Grants:	<u>\$ 20,155.00</u>
UNITED WAY GWD - 2021		\$ 25,009.00
CHRISTMAS LETTER CAMPAIGN		\$ 2,050.00
TOTAL		\$ 47,214.00

AGM – 2021 Summaries

Monday, May 9, 2022

IN SCHOOL MENTORING:

In 2021 we had 4 adult mentors and no co-op student mentors and we were unable to match them with any mentees as we were not allowed into the schools due to the Covid 19 pandemic. My mentors opted not to do virtual mentoring as they did not feel it would work well with their mentees or any new ones in September and they chose to wait until they could return in person to continue with the In School Mentoring program.

NAME: **TIME:** **SCHOOL:** **MENTEE:**

ADULT MENTORS (4):

Dianne Lawless	Jan-June 2020 Sept-Dec 2020	No match due to Covid-19 No match due to Covid-19
Jody Fraser	Jan-June 2020 Sept-Dec 2020	No match due to Covid-19 No match due to Covid-19
Marlene Ottens	Jan-June 2020 Sept-Dec 2020	No match due to Covid-19 No match due to Covid-19
Carla Dziob-Smith	Jan-June 2020 Sept-Dec 2020	No match due to Covid-19 No match due to Covid-19

CO-OP STUDENTS (0):

Jan-June 2020	No students due to Covid-19
Sept-Dec 2020	No students due to Covid-19

COMMUNITY 1:1 MATCH PROGRAM: While Marianne was off on sick leave I completed all the necessary match monitoring for her case load from mid-April through to mid-September.

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 17 girls

Genna Wright March 2 – March 30 – Virtual Go Girls 6:00 session - 5 girls
7:00 session – 4 girls

November 11 – December 9 – Virtual Go Girls - 8 girls

Bowl for Kids Sake 2021:

In 2021 we were unable to host an in-person Bowl for Kids Sake due to the Covid 19 pandemic. We opted for a letter campaign with our loyal supporters. We ended up raising \$28346.41 (minus incidental expenses Klaus adds in like phone/fax/internet plus travel expenses of \$40) for a final net of **\$28306.41**

WESTJET RAFFLE 2021:

We sold a total of 426 tickets with a gross revenue of **\$3283.75** Marianne and I drew the ticket as there was no recruitment bbq due to the Covid 19 pandemic. The winner of the WestJet tickets was Donna Reilly from Eugenia and the 2nd prize of the pair of wicker /rattan chairs and table was Janet Martin of Harriston, Ontario.

JUST FOR WOMEN JUST FOR FUN 2021:

JFW event was cancelled due to the Covid-19 Pandemic.

Golf Tournament 2021:

Cancelled due to Covid-19 Pandemic

On-line Auction 2021:

We held our first on-line auction in early December through Auctria and raised **\$1538.38**

50/50 Monthly Ontario Lottery: I put up the links and dates plus reminders for the 50/50 lottery and early bird draws on our facebook page and sent out periodic emails to our database to get them familiarized with the lottery. Marianne or Klaus will report on the financial income from the lottery for the year.

I have been part of the Scotiabank TIE and Project Ignite Committees through National and attend regular meetings through Teams. I am also part of the National Fundraising Coalition. I take part in professional development opportunities through National when available and take part in the regular Town Hall sessions.

President's Report
Big Brothers Big Sisters of North Wellington
Jan 1, 2021 – Dec 31, 2021

As the President for Big Brothers Big Sisters of North Wellington, I am pleased to present my 2021 Annual Report.

We began 2021 hoping we could return to in-person meetings and events but it became a full year of dealing and living with Covid-19 and its many variants. Our organization continued with virtual meetings and hangouts and on occasion socially distanced meet ups.

Big Brothers Big Sisters provides 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 2021, some of these activities were cancelled or reduced again due to the effects of the pandemic but we are fortunate to have supportive staff, mentors, volunteers and board members.

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. Our first major fundraiser for 2021, Bowl ForKids shifted to a letter campaign and we were still able to raise some much needed funds due to the great efforts of the committee who worked diligently to collect from many local businesses and individuals. Unfortunately we had to cancel Just for Women and Golf for Kids Sake due to the uncertainties of the pandemic. We were able to continue with the West jet Raffle , Bigger Together 50/50 Lottery and also introduced an online auction in December. Our agency is also 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. Yes 2021 was a challenging year and in spite of that we have put together a positive financial statement.

I would like to acknowledge the hard work and commitment of our amazing staff, dedicated board members and numerous volunteers who continued to give of their time despite the challenges of navigating through the constant changes of Covid-19.

Marianne Christie is our Executive Director as well as our caseworker for over 25 years and we are so thankful for her leadership, guidance, dedication, and her passion. Despite having to take a brief medical leave, Marianne always made herself available and we are very thankful for that. Teri Dykeman is our fundraising and program coordinator who spends countless hours co-ordinating our fundraising events and organizing the various programs we offer. Teri's continued strong work ethic, positive attitude and enthusiasm has been a wonderful asset to our organization. Teri also stepped forward with no hesitation and took on some extra duties as the E.D for 5 months. I would like to personally thank you both for adjusting to virtual connecting with the Bigs and Littles adapting programs, finding new ways to raise funds, attend numerous online meetings with National, Provincial, United Way to name a few. Your continued efforts, flexibility 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 express my overwhelming gratitude for all those who serve as board members and committee members. Thank you for sharing your time and talents with our Agency. Your support is important to the success of our agency, children and families. A special mention to Klaus, our has volunteered for 30+ years as our treasurer and IT support. Your generosity and expertise is very much appreciated. To those who sold /purchased raffle tickets, helped with our online Bowl For Kids event, reached 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. Two long standing board members stepped down in 2021, Hope & Beth and we thank them both for their many years volunteering on the board and sharing their talents. We wish them well in the future. Beth will continue to be involved in the Monthly Activities of the Bigs and Littles and we are so appreciative of that. We also welcomed Willard Metzger as a new board member in June 2021 – we look forward to utilizing his expertise, wisdom and talents for the betterment of our agency.

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. This past year has taught us that we care for each other, no matter the circumstances.

As always stay well and be kind.

Respectively submitted
Heather Bults
President, BBBS of North Wellington