

Executive Director – Annual General Meeting Report – 2022

I am honoured to present the Executive Director Report for Big Brothers Big Sisters of North Wellington Annual General Meeting for the year of 2022. It was another year of ups and downs as we navigated through the pandemic. We continued to provide positive life changing mentoring services to children, youth and families in our community – when programs were able to operate in the Wellington North, Minto and Mapleton municipalities. Our Board meetings continued to meet by Zoom, until April when we started to meet in person again, using the Mount Forest Sports Complex Meeting Room due to proposed renovations in our office building. We were given a generous amount of hand soap, sanitizers and masks from the Clifford Rotary Club.

We are a rural charitable organization running three core mentoring programs with two staff, Teri Dykeman and myself. We wear several hats and adhere to the many responsibilities that are outlined by our National Standards. Between case management of the children and their matches in our programs, Executive Director responsibilities and fundraising tasks are ongoing. Our mission, “Enable life-changing mentoring relationships to ignite the power and potential of young people” and our vision, “all young people realize their full potential” is what we believe in and the safety of our children and youth in our programs is our main priority. We offer pre-match training for children, families and volunteers and all matches are monitored on an ongoing basis.

Thank you to our wonderful Mentors! We wouldn't be able to do it without them - Big Brothers, Big Sisters, In-School Mentors and Group Leaders. Thank you to our Board of Directors, Committee members and our fundraising volunteers who give their time generously to our needs and goals of the organization. Without you all, we wouldn't be able to have such a sustained impact in the community! A huge thank you to our Treasurers, outgoing Klaus Seibert and incoming Ereneo Warille who looks after money coming in and money going out. Additional thanks to Klaus for his technical advice and keeping our lap tops in good running condition.

In 2022, Big Brothers Big Sisters of North Wellington matched 50 children in two of our mentoring programs, One to One Community Match Program and In-School mentoring. Our Groups were not able to run due to school restrictions.

Our agency approved a Covid Workplace Safety Plan and was in the process of implementing a policy to ensure all our clients and volunteers were vaccinated, but before that was approved, the necessity of having that policy was eliminated.

Our Financial Budget was tight. We continued to keep our expenses low and we were able to make it through the year with our amazing fundraisers. We are hoping for a strong come back in 2023. We campaigned our Bowl for Kids Sake but due to restrictions, it was not held in-person again. Our Just for Women, Just For Fun was not held at all but our Golf Tournament in June was a successful in-person event. WestJet Raffle, our 2nd Annual Online Christmas Auction and our Christmas Letter Campaign were all very successful. We are grateful for our faithful donors, corporate sponsors and community supporters.

In November, I sent out 32 donation letters for our Christmas Letter Campaign. We received \$2,560.00 in donations.

Our agency participated in the 50/50 BBBS of Ontario Online Lottery which ended in April.

In addition to the above, I wrote applications and successfully received Grants totally \$37,322.90

I am a member of the following groups in BBBS and attend meetings on a bi-weekly basis and monthly basis including Executive Director Ontario Collaborative Group; CNORM – Centre North Ontario Regional Meetings; and National Executive Briefing Meetings. I am also part of the All That Kids Can Be (ATKCB) group through the United Way funding criteria.

Once again, we partnered with the Children’s Foundation, Adopt-a-Family program and submitted Christmas applications for deserving families. We had 8 deserving families benefit for this amazing program.

We also offered the Free to Grow program to families for children registering kids for sports and fee based activities.

Many thanks to everyone who is involved with Big Brothers Big Sisters in one way or another.

Sincerely,

Marianne Christie
Executive Director

Big Brothers Big Sisters of North Wellington

Treasurer's Report

Jan. 1, 2022 – Dec. 31, 2022

All financial records were kept electronically using Sage 50 Pro Accounting in accordance 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 with 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 1st to December 31st. This means the T1030B is normally filed by the end of June to maintain our charitable status.

The financial records were submitted to BDO 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 82% of the PST if they are not registered to collect HST. Charities need not register for HST until their exceed \$50,000 in annual sales. Non-HST registered charities such as ours file HST twice a year. I would like to stress the importance of having the required HST information present whenever possible when purchases are made on behalf of the agency in order to claim as much of the taxes possible. This information includes bill of sale, or till slip with the complete business address, taxes paid and HST registration number of the vendor.

As the agency continues to recover from the pandemic three years, we are still below our standards set pre-pandemic. We experienced declines in our donations from other charitable foundations but individual and corporate donations had slight increases in comparison to the prior year. As COVID restrictions were lifted, we were slowly able to start our usual activities again which saw a spike in fundraising and program expenses for the year. That being said, we ended the year in a loss of \$25,144.05.

Thanks to our staff for actively pursuing these grants and financial opportunities and we look forward to a successful next year.

Big Brothers Big Sisters North Wellington

Comparative Income Statement

	Actual Jan 01, 2022 to Dec 31, 2022	Actual Jan 01, 2021 to Dec 31, 2021	Difference
REVENUE			
Donations			
Individual Donations	18,908.70	16,833.68	2,075.02
Total Individual Donations	18,908.70	16,833.68	2,075.02
Non-profit Organization	10,350.00	6,050.00	4,300.00
Corporate Donations	10,790.00	7,875.00	2,915.00
Total Corporate Donations	10,790.00	7,875.00	2,915.00
Charitable Foundations	411.15	3,855.32	-3,444.17
G-W United Way	23,659.73	25,803.28	-2,143.55
Total Charitable Foundations	24,070.88	29,658.60	-5,587.72
Government Grants	7,575.63	9,466.90	-1,891.27
Non Foundation Grants	2,500.00	0.00	2,500.00
Total Donations	74,195.21	69,884.18	4,311.03
Fundraising Revenues			
Admissions & Registrations	100.00	0.00	100.00
Raffle Ticket Sales/Silent Auctions	5,543.25	13,049.42	-7,506.17
Sales of Goods/Sponsorships	2,780.00	25.00	2,755.00
Total Fundraising Revenue	8,423.25	13,074.42	-4,651.17
Misc. Income			
Interest Earnings	93.40	4.54	88.86
Misc. Income	226.95	24.96	201.99
Reconciliation	-81.70	160.84	-242.54
Total Misc. Income	238.65	190.34	48.31
TOTAL REVENUE	82,857.11	83,148.94	-291.83
EXPENSE			
Payroll			
Salaries & Benefits	85,682.13	77,209.95	8,472.18
E.I.	1,895.69	1,695.09	200.60
C.P.P.	4,390.32	3,793.96	596.36
Total Payroll Expense	91,968.14	82,699.00	9,269.14
Administration			
Telephone, Fax & Internet	2,449.02	2,647.12	-198.10
Software and Access Licences	527.07	332.08	194.99
Rent	1,200.00	1,200.00	0.00
Postage, Supplies, Courier	116.03	115.69	0.34
Insurance	2,420.12	5,152.39	-2,732.27
Office Expenses/Supplies	846.57	482.62	363.95
Fees & Dues	2,470.87	2,700.00	-229.13
Travel & Parking	489.35	25.00	464.35
Conferences/Training/Meetings	0.00	87.15	-87.15
Bank & Service Charges	255.40	625.35	-369.95
Misc & Other Expenses	150.98	380.42	-229.44
Total Administrative Expenses	10,925.41	13,747.82	-2,822.41
Fundraising Expenses			
Printing Costs	173.49	240.34	-66.85
Use of Facilities,Hall Rental	1,606.41	0.00	1,606.41
Licences & Permits	20.00	20.00	0.00
Prizes & Awards	106.02	0.00	106.02
Travel Expenses Fundraising	570.47	151.75	418.72
Incidental Expenses	63.20	0.00	63.20

Big Brothers Big Sisters North Wellington

Balance Sheet As at Dec 31, 2022

ASSET

Assets	
To Be Deposited	-1,973.73
General Account 1016-398	6,550.26
Lottery Account 8982-038	<u>2,844.33</u>
Cash Assets	<u>7,420.86</u>
Capital Assets	
Equipment	15,572.22
Accum Dep'n equipment	<u>-14,841.74</u>
Total Capital Assets	<u>730.48</u>
TOTAL ASSET	<u><u>8,151.34</u></u>

LIABILITY

Current Liabilities	
Accounts Payable	2,716.56
HST Paid on Purchases	<u>-314.56</u>
HST Owed (Claimed)	-314.56
Provincial Sales Tax Payable	<u>-195.69</u>
Total Current Liabilities	<u>2,206.31</u>

TOTAL LIABILITY 2,206.31

EQUITY

Equity	
Surplus	31,089.08
Year-to-date Profit & Loss	<u>-25,144.05</u>
Total Equity	<u>5,945.03</u>

TOTAL EQUITY 5,945.03

LIABILITIES AND EQUITY 8,151.34

Big Brothers Big Sisters North Wellington

Balance Sheet As at Dec 31, 2021

ASSET

Assets	
To Be Deposited	3,143.27
General Account 1016-398	31,252.23
Lottery Account 8982-038	8,586.47
Cash Assets	<u>42,981.97</u>

Capital Assets	
Equipment	15,572.22
Accum Dep'n equipment	<u>-14,841.74</u>
Total Capital Assets	<u>730.48</u>

TOTAL ASSET 43,712.45

LIABILITY

Current Liabilities	
Accounts Payable	12,930.65
HST Paid on Purchases	<u>-224.46</u>
HST Owed (Claimed)	-224.46
Provincial Sales Tax Payable	<u>-82.82</u>
Total Current Liabilities	<u>12,623.37</u>

TOTAL LIABILITY 12,623.37

EQUITY

Equity	
Surplus	46,085.76
Year-to-date Profit & Loss	<u>-14,996.68</u>
Total Equity	<u>31,089.08</u>

TOTAL EQUITY 31,089.08

LIABILITIES AND EQUITY 43,712.45



GRANTS RECEIVED IN 2022

<u>FROM</u>	<u>RECEIVED:</u>	<u>AMOUNT:</u>
Ministry of Education (National)	March 2022	\$ 1,324.50
Minto Township (For Zoom)	March 2022	\$ 226.00
The County of Wellington	April 2022	\$ 2,000.00
Township of Wellington North	April 2022	\$ 1,000.00
Howard John Society	April 2022	\$ 411.15
Blessings to You	May 2022	\$ 2,000.00
Ministry of Education	Sept 2022	\$ 441.50
Drayton Community Citizen's Association	Sept. 2022	\$ 300.00
Ministry of Education	Dec. 2022	\$ 3,000.00
Coburn Insurance	Dec. 2022	\$ 100.00
Woodland Springs Women's Institute	Dec. 2022	\$ 300.00
	Total Grants:	\$ 11,103.15
CHRISTMAS LETTER CAMPAIGN		\$ 2,560.00
UNITED WAY GWD - 2022 (April 1, - March 31)		\$ 23,659.79
TOTAL		\$ 37,322.94

Respectfully Submitted by
 Marianne Christie, Executive Director

AGM – 2022 Summaries

Monday, May 8, 2023

IN SCHOOL MENTORING:

In 2022 we had 2 co-op students, Tara VanDerAa at St. Mary Catholic School and Bailey Hodgins at Victoria Cross Public School. Upper Grand District School Board still did not allow adult mentors into the school in January-April due to the Covid-19 pandemic and the 4 adult mentors I had did not feel virtual mentoring would work very well for them. Come September of 2022, 3 of my existing adult mentors decided not to return. I had Dianne Lawless at Victoria Cross Public School and Angela Swartzentruber (a new mentor) placed at St. Mary Catholic School.

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

ADULT MENTORS (4):

Dianne Lawless	Jan-June 2022 Sept-Dec 2022	No match due to Covid-19 Victoria Cross Public School	1 - Boy
Jody Fraser	Jan-June 2022 Sept-Dec 2022	No match due to Covid-19 unable to return – health issue	
Marlene Ottens	Jan-June 2022 Sept-Dec 2022	No match due to Covid-19 Chose not to return	
Carla Dziob-Smith	Jan-June 2022 Sept-Dec 2022	No match due to Covid-19 Chose not to return	
Angela Swartzentruber	April-June 2022	St. Mary Catholic School	1 - Boy

CO-OP STUDENTS (2):

	Jan-June 2022	Tara VanderAa (St. Mary) Bailey Hodgins (Victoria Cross)	10 (3 – Girls, 7 – Boys) 19 (8 – Girls, 11 – Boys)
	Sept-Dec 2022	no students (co-op teacher said they didn't have any strong enough students to work independently in our In School Mentoring program)	

GAME ON: no Spring or Fall Game On sessions due to Covid-19 in spring session and no leader for this program for the fall session as my previous one chose not to return.

GO GIRLS: Overall we had 1 leader Genna Wright all set to run a in-person Go Girls program at St. John Catholic School from May 4-June 15 but the community use bill was \$435.05 when in the past it was \$39.55, so we had to cancel the program due to the cost and ran out of time to find a new venue and get the program organized. Genna decided not to return in the fall and I have been looking for a new leader.

Bowl for Kids Sake 2022

In 2022 we were set to hold in-person bowling on February 13, 27 and March 6 but everything got cancelled due to another Covid 19 variant outbreak. We opted for a letter campaign with our loyal supporters. We ended up raising \$31126 (minus incidental expenses Klaus adds in like phone/fax/internet plus travel expenses of \$40 and the cost of the posters).

WESTJET RAFFLE 2022:

The raffle draw was held on Saturday, September 10. We sold 653 tickets and raised \$4375.94 (\$4598.35 – expenses \$222.41). Our first place winner of the pair of WestJet tickets was Bob Melligan of Clifford and our second place winner of the lawnmower generously donated by Canadian Tire Mount Forest was Janel Kostal of Tiverton.

Golf Tournament 2022: Our golf tournament was held at the Mount Forest Golf Club on Saturday, June 18 and we had 31 golfers come out to golf. We raised \$3938.05 (hole sponsorship \$1200, Donation \$1000, Registration \$2615, Silent Auction \$685 and 50/50 \$150 for total of \$5750 minus expenses of \$1811.96 (mainly to the golf course), = \$3938.05) at this fundraising event and everyone had a great day. A special thank you to Andrea Abrahams, my co-chair and to all those who came out to enjoy the day.

Donation Boxes: We had donation boxes set up at 3 different locations, the Mount Forest Greenhouse - \$75.25, M&M in Mount Forest - \$37.10 and the Moorefield Diner - \$50, so the total from all 3 locations is \$162.35.

Toy Drive: We ran a very successful toy drive with Canadian Tire and the OPP and received lots of fantastic toys which we used at our Christmas party for the littles. We also received \$235.70 in cash donations.

On-line Auction: We held our on-line auction the first week of December and had 37 bidders and raised \$2416.71 through the auction itself. We also had \$175 in donations (2 businesses donated rather than provide a gift for the auction (Cover Ups \$100 and Small Town Pizza \$75). So overall total for on-line auction is \$2591.71.

50/50 Raffle Draw – Marianne will have the amounts we received but I posted on Facebook all the information for the Early Bird draws, the actual draw date plus the winners every month, as well as sending out email reminders.

I have been part of the Scotiabank TIE and Project Ignite Committees through National and attend regular monthly 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 when able.

I did a presentation to the Mount Forest Lions Club February 17 about our agency and our needs, took part in National's online convention, Marianne and I took part in the Volunteer and Newcomer Reception hosted by Wellington North at the Mount Forest Sports Complex on September 23, and I attended the All That Kids Can Be meeting November 14 with Marianne.

One to One Community Match Program - 2022

This was a busy year for our One to One Community Match Program, despite navigating through the pandemic's unsettled waters but when the restrictions and lock downs ceased my matches were connecting with each other in person once again.

Ongoing scheduled match monitoring takes place with each member of the match, Mentor, Mentee and Parent to ensure all matches are progressing safely. Yearly match evaluations include discussion of whether the match will continue, as we ask for a minimum of one year commitment. Many of them continued.

We had a total of 8 Big Brothers, 17 Big Sisters; 10 Little Brothers; and 19 Little Sisters. I had a total of 54 Bigs and Littles on my caseload. I had a total of 25 matches.

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

Big Sister Matches

Melodie Martin & Paige P – 5 years
Kristina Bevia Swiderski & Lily H – 2 years
Katrina Corley & Lily He – 6 years
Amanda Hauser & Ellary C -2 years
Stacey Romat & Bronwynn H – 6 years
Lisa Cotton & Evelyn V – 6 years
Kelsey Hollinger & Rachel J – 4 years
Brooke Drost & Cheyenne D – 1 year
Claire Preuss & Dalihla M – 5 years
Andrea Abraham & Heavyn H – 7 years
Joyce McLean & Jaden K – 9 years
Dianne Lawrence & Elsie B - 3 years
Daphne Taylor & Judith G – 4 years
Amanda Wajdzik & Teegan EF – 1 year
Kendra Tisdale & Ashlyn – 1st year
Shawna Lougheed & Jayda – 1st year
Kellie Ross & Neily – 1st year

Big Brother Matches

Roger Woods & Ian M – 8 years

Eric O'Neill & Wesley V – 3 years

Thomas Beatty & Matthew L – 3 years

Alex Couzens & Lucas W – 2 years

Jeffrey Fritz & Ryan D – 2 years

Gary Ghent & Aaron D – 6 years

On our waiting list, I had 5 Little Brothers and 4 Little Sisters.

I brought on three new Little Sisters were: Abigail, Neily and Jayda.

I made two new Big Sister matches: Shawna Lougheed & Jayda; and Kellie Ross & Neily.

I closed two Big Sister matches: Kendra Tisdale & Ashlyn -matched for 3 months and Amanda Wajdzik and Teegan, matched for one year. Both matches were closed premature. Both of these Littles went on waiting list again.

I closed three Big Brother matches: Gary Ghent and Aaron - matched for 6 years, Roger Woods and Ian matched for 8 years, both Aaron and Ian turned 18 years old and were promoted from the program. Also, I closed Jeffery Fritz and Ryan prematurely, they were matched for 2 years.

We did not offer a summer camp due to the pandemic.

Respectfully Submitted,

Marianne Christie

Community One to One Match Coordinator

Big Brother and Big Sister Mentors - 2022

Big Sisters:

Melodie Martin

Kristina Bevia Swiderski

Katrina Corley

Amanda Hauser

Stacey Romat

Lisa Cotton

Kelsey Hollinger

Brooke Drost

Claire Preuss

Andrea Abraham

Joyce McLean

Dianne Lawrence

Daphne Taylor

Kellie Ross

Shawna Lougheed

Kendra Tisdale

Amanda Wajdzik

Big Brothers:

Eric O'Neill

Thomas Beatty

Marco Darrigo

Alex Couzens

Zachary Martin

Roger Woods

Gary Ghent

Jeffrey Fritz

Little Brothers and Sisters - 2022

Little Brothers:

Ryan D*
Brendon W*
Matthew L
Wesley V
Lucas W
Elyot A*
Haden R*
Hunter M*
Ian M
Aaron D

Little Sisters:

Ashlyn EF*
Abigail G*
Jayda C
Neily C
Judith G
Elsie B
Dalihla M
Heavyn H
Autumn M
Jaden K
Bronwynn H
Evelyn V
Rachel J
Cheyenne D
Paige P
Lily Hi
Lily He
Ellary C
Teegan EF*

*children waiting to be matched

Monthly Group Activities – 2022:

During the start of the year with the ongoing pandemic, we did not have any group activities. Our first in-person event was our Swim/BBQ party held at Roger Woods' home with many in attendance. It was a wonderful time getting together after such a long time. Teddy Bears, that were donated by the Durham Figure Skating Club were given out to all of the kids. Many thanks to Roger and Carol for hosting this great event at their home.

September is Big Brothers Big Sisters month and we held an in-person Mentor Appreciation evening at the Mount Forest United Church. We had many come out to that. I presented all Bigs a Certificate of Appreciation and a BBBS of North Wellington Coffee Mug as a small token of appreciation. Refreshments followed.

In October, we enjoyed another great group activity at the Mount Forest Bowling Centre with 17 in attendance. Everyone enjoyed two games of bowling and snacks followed.

December was our Christmas party. It was another fantastic In-person event at the Mount Forest United Church with 38 in attendance. Toys and gifts went home with all of the children. Beth Haines made a delicious Christmas dinner of lasagna, salad and ice cream sundaes. It was a wonderful evening for all.

The Christmas party was a success due to the generous donations from the following:

The Mount Forest Canadian Tire and OPP filled a cruiser with toys that were donated.

Coburn Insurance donated gifts for the teens.

Woodland Springs Womens Institute donated \$200 to go towards our Christmas meal.

The United Church Women's Group donated hats, mitts and socks for the kids.

Respectfully Submitted,

Marianne Christie

Community One to One Match Coordinator

2022 Presidents Annual Report

As President of Big Brothers Big Sisters of North Wellington, I am pleased to present my 2022 Annual Report. The past three years have been challenging for everyone especially the families who rely on our agency for support. As we continued to navigate the pandemic, our staff, volunteers and board of directors worked hard to provide the funds and support so we could continue to offer the best mentoring services for the youth in our community who truly needed it more than ever.

With over 100 years of experience, Big Brothers Big Sisters are the experts in mentorship. We provide various mentoring programs to youth ranging in ages six to seventeen who reside in the townships of Mapleton, Minto and Wellington North. In an average year we serve approximately 50 children with a waiting list for kids to be matched.

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 two trained staff who screen all applicants and adhere to strict guidelines and checks to ensure anyone wanting to be a mentor is a good candidate. As we're not able to host in person events for the first half of 2022, our Bowl for Kids had to be held virtually and revenue was not as successful as years past, but we are grateful for all the volunteers who helped raise funds. We were thankful that things improved for the last six months so we could our golf tournament in person for the first time in two years. We also had a successful West Jet raffle in the summer and online auction to end the year. We are thankful for all the generous donators, supporter's, and volunteers that made this possible.

I would like to acknowledge and thank our two staff members, Marianne and Teri. Marianne has been employed with our agency for over 25 years and continues to provide exceptional leadership as our Executive Director. Her attention to detail and her passion for youth is the reason we continue to have a successful agency especially our One to One Matches. Teri is our fundraising and program coordinator who does a wonderful job connecting with our youth, volunteers and community to raise funds and run the various programs. I would like to personally thank Marianne and Teri for continuing to manage the ever-changing landscape of pandemic protocols so the youth can experience the support and hope for the future.

I would also like to express my gratitude to the Board of Directors. Thank you for sharing your time, talent, ideas and generosity to the agency as we continue to support our staff as we strive to provide the necessary funds to continue the day to day activities. Special thanks to Klaus who has served the agency for over 30 years and to our newest director Ereneo who has taken on the treasurers role. I look forward to working with all of you in 2023.

Our agency is also thankful for our ongoing financial support from United Way as well as our loyal donors and community supporters who have been and will continue to be an integral part of our long term viability.

It was a great privilege to serve as your President for 2022 and look forward to a successful 2023. As always, stay well and be kind.

Respectfully submitted,
Heather Bults