

Annual Report/Rapport annuel 2022 - 2023

AGM Reports/Rapports de l'AGA

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Financial Report 2022/2023 – English Only *Rapport financier 2022/2023 – Anglais seulement*

- Independent Auditor's Report
- Statement of Financial Position
- Statement of Operations
- Statement of Changes in Net Assets
- Statement of Cash Flows
- Notes to Financial Statements





**Annual General Meeting
Greenwood Military Family Resource Centre
Tuesday, June 27, 2023
7:30pm**

Agenda

- | | |
|--|---------------------|
| 1. Assemble & Establish Quorum | Chairperson |
| 2. Call to Order | Chairperson |
| 3. Adoption of Agenda | Chairperson |
| 4. Opening Remarks | Chairperson |
| 5. Board Member Introduction | Chairperson |
| 6. GMFRC Year in Review | Chairperson |
| 7. Address by Wing Representative | Wing Representative |
| 8. Board of Directors Annual Report | Chairperson |
| 9. Executive Director's Report | Executive Director |
| 10. Minutes from 2022 AGM | Secretary |
| 11. Auditors Report and Financial Report | Treasurer |
| 12. Appointment of Auditor for 2023/2024 FY | Treasurer |
| 13. Call for Board Member Nominations from the Floor | Chairperson |
| 14. Election of Board Members | Chairperson |
| 15. Open Community Question and Answer Period | Chairperson |
| 16. Closing Remarks | Chairperson |
| 17. Adjournment | Chairperson |

Assemblée générale annuelle
Centre de ressources pour les familles militaires de Greenwood
Mardi 27 juin 2023
19 h 30

Ordre du jour

- | | |
|---|---------------------------|
| 1. Prise des présences et constatation du quorum | Président |
| 2. Ouverture de la séance | Président |
| 3. Adoption de l'ordre du jour | Président |
| 4. Mot d'ouverture | Président |
| 5. Présentation des membres du conseil | Président |
| 6. Une année du CRFMG en revue | Président |
| 7. Rapport du représentant de l'Escadre | Représentant de l'Escadre |
| 8. Rapport annuel du Conseil d'administration | Président |
| 9. Rapport de la directrice exécutive | Directrice exécutive |
| 10. Procès-verbal de l'assemblée générale annuelle 2022 | Secrétaire |
| 11. Rapports de vérification et de finances | Trésorière |
| 12. Nomination du vérificateur pour l'année financière 2023/2024 | Trésorière |
| 13. Appel à candidatures pour les membres du conseil d'administration | Président |
| 14. Élection des membres du conseil | Président |
| 15. Période ouverte de questions et réponses de la communauté | Président |
| 16. Remarques de conclusion | Président |
| 17. Levée de l'assemblée | Président |

Annual Board Report: Greenwood Military Family Resource Centre

Year: 2022/2023

Our Board of Directors set three strategic priorities for the Centre and the following is an update on our progress:

Goal 1: Strengthen the Organizational Foundation

The GMFRC recognizes the importance of a strong organizational foundation to effectively serve military families. In line with this goal, we have achieved the following milestones:

1. **Enhanced Governance:** The board of directors has implemented governance best practices, including increased transparency in decision-making processes.
2. **Robust Financial Management:** GMFRC has continued to maintain a sound financial position. We have implemented rigorous financial controls, including budgetary oversight, expense monitoring, and comprehensive financial reporting to ensure the responsible and efficient use of resources.
3. **Professional Development:** The GMFRC staff and volunteers have participated in various professional development opportunities to enhance their skills and knowledge, ensuring that we provide high-quality services to military families.

Goal 2: Increase Community Participation

The GMFRC recognizes the importance of community participation in fostering a supportive environment for military families. In pursuit of this goal, we have achieved the following milestones:

1. **Expanded Outreach Efforts:** We have increased our outreach activities to connect with more military families and engage the broader community. This includes participation in local events, collaborations with community organizations, and strengthening partnerships with military units and Wing personnel.
2. **Diverse Programming:** GMFRC has diversified its program offerings to cater to the diverse needs and interests of military families. This includes workshops, support groups, recreational activities, and cultural events that promote inclusivity and community participation.
3. **Volunteer Engagement:** We have actively engaged volunteers from the community, recognizing their invaluable contributions. Volunteers have played a crucial role in program delivery, event organization, and outreach activities, allowing us to expand our reach and impact.

Goal 3: Ensure Successful Succession Planning for the Executive Director

The GMFRC recognizes the importance of effective leadership and seamless transitions to ensure the organization's continued success. In pursuit of this goal, we have achieved the following milestones:

1. **Collaboration with Talent Acquisition Specialist:** GMFRC has partnered with a talent acquisition specialist to ensure a thorough and rigorous recruitment process for the Executive Director position. This collaboration has brought expertise and insights to the selection process, allowing us to identify and attract the most suitable candidate.

As you can see it has been a very busy year this year and I am proud to report on the significant achievements we have made in 2022/2023.

Rapport annuel du conseil d'administration: Centre de ressources pour les familles militaires de Greenwood (CRFMG)

Année : 2022/2023

Notre conseil d'administration a établi trois priorités stratégiques pour le centre et voici une mise à jour de nos progrès :

Objectif 1 : Renforcer la fondation organisationnelle

Le CRFMG reconnaît l'importance d'une base organisationnelle solide pour servir efficacement les familles militaires. Conformément à cet objectif, nous avons franchi les étapes suivantes :

1. **Gouvernance améliorée** : Le conseil d'administration a mis en place des pratiques exemplaires en matière de gouvernance, y compris une transparence accrue dans les processus décisionnels.
2. **Gestion financière solide** : Le CRFMG a continué de maintenir une situation financière saine. Nous avons mis en place des contrôles financiers rigoureux, notamment une surveillance budgétaire, un suivi des dépenses et des rapports financiers complets pour garantir une utilisation responsable et efficace des ressources.
3. **Perfectionnement professionnel** : Le personnel et les bénévoles du CRFMG ont participé à diverses occasions de perfectionnement professionnel pour améliorer leurs compétences et leurs connaissances, en veillant à ce que nous fournissions des services de haute qualité aux familles militaires.

Objectif 2 : Accroître la participation communautaire

Le CRFMG reconnaît l'importance de la participation communautaire pour favoriser un environnement favorable aux familles militaires. Dans la poursuite de cet objectif, nous avons franchi les étapes suivantes:

1. **Efforts de sensibilisation élargis** : Nous avons accru nos activités de sensibilisation pour entrer en contact avec davantage de familles militaires et engager la communauté au sens large. Cela comprend la participation à des événements locaux, des collaborations avec des organismes communautaires et le renforcement des partenariats avec les unités militaires et le personnel de l'Escadre.
2. **Programmation diversifiée** : Le CRFMG a diversifié ses offres de programmes pour répondre aux divers besoins et intérêts des familles militaires. Cela comprend des ateliers, des groupes de soutien, des activités récréatives et des événements culturels qui favorisent l'inclusivité et la participation communautaire.
3. **Engagement des bénévoles** : Nous avons engagé activement des bénévoles de la communauté, reconnaissant leurs précieuses contributions. Les bénévoles ont joué un rôle crucial dans la prestation des programmes, l'organisation d'événements et les activités de sensibilisation, nous permettant d'élargir notre portée et notre impact.

Objectif 3 : Assurer une planification de la relève réussie pour le.la Directeur.rice exécutif.ve

Le CRFMG reconnaît l'importance d'un leadership efficace et de transitions harmonieuses pour assurer le succès continu de l'organisation. Dans la poursuite de cet objectif, nous avons franchi les étapes suivantes :

1. Collaboration avec une spécialiste en acquisition de talents : Le CRFMG s'est associé à une spécialiste en acquisition de talents pour assurer un processus de recrutement approfondi et rigoureux pour le poste de Directeur.rice exécutif.ve. Cette collaboration a apporté une expertise et des connaissances au processus de sélection, nous permettant d'identifier et d'attirer le.la candidat.e le.la plus approprié.e.

Comme vous pouvez le constater, cette année a été très chargée et je suis fier de rendre compte des réalisations importantes que nous avons réalisées en 2022/2023.

AGM Executive Director's Report

I am deeply grateful to our entire team not only for their support last year but for testing and challenging me too.

We are living in challenging times. Throughout it all, our teams have kept the energy flowing while growing the parts of our business that are helping us transition – helping us keep up with the world's transition.

I'm incredibly proud of the job we are doing.

And most importantly, I want to thank you, our community, the owners of our business. We never forget that investing in GMFRC is an act of trust. Thank you for that trust. We do our best for you each and every day.

Our core values at GMFRC have always been consistent with what we hear is important to our community. We need a good mix of the old and new - sustaining the good things and moving forward with vision and values that guide us into a positive future.

We know that people won't always agree with every decision that we make. This is why we want & need to hear from you – tell us your thoughts & desires, tell us when we're missing the mark – we will listen & respond accordingly.

Our response & transition needs to be rapid. And - a very important 'and' – it also has to be well planned & orderly. Rapid in the sense that we need to meet the changing needs of our families in a consistent approach. Orderly in the sense that we must work within the resources we have, and work strategically to expand resources through partnership and engagement.

It is clearer than ever that families want and need a better, more balanced lifestyle, a secure and affordable existence.

As a Military Family Resource Centre, we are very deliberately set up to help work on these needs. We have the skills & experience, the networks, the infrastructure, and importantly the motivation & desire. We invest our resources into today's families.

We are more resilient together as a community, than trying to face a challenge alone. Let's face it, humans have empathy and survived over generations not by being alone, but because we adapted and evolved as communities working together. In some ways maybe this pandemic will reset us a bit and help us remember the deep importance of service to our communities and that we are all interconnected and need to take care of each other. This is alive & well in our military community. As the pandemic subsides, we need to remember how important it is to keep searching for ways to meaningfully include people in community life - no matter how isolated we might be. It is a reminder for all of us that there is still work to do on ensuring no one is left behind and we are more resilient when we are together, not alone.

Last year overall was a year of strong performance.

We were grateful recipients of grants and sponsorship which all allowed us to focus on Mental Health needs of several populations – our youth were able to enjoy a new Youth Wellness Project and a new Arts Therapy Program ran for Veterans. We also ran a pilot program in a local Elementary School for emotional regulation for children. These projects simply would not have been possible without strong partnerships within our community.

We have always looked to be systems change makers to improve quality of life for military & veteran families. We seek creative collaborations with people, government, local businesses, and our service provider colleagues. When we're at the table together, we can help make systems and services better for families.

We hosted a number of community special events for families over the past year, often with several partners supporting these events, attended by hundreds of people. Highlights can be seen in our “Celebrating 2022-2023” video.

This year, we are looking to lean in further. We will concentrate our efforts on high-quality projects, prioritizing where we can deliver quickly and at low cost to families. We are determined to play our part. That’s our plan. And today we have real momentum in our motivated and engaged staff and Board of Directors teams.

Of course, none of this is possible without the support of our stakeholders.

By choosing to back GMFRC, you are backing an organization that is strategically growing and delivering for families, that’s contributing to society by investing in people & community, that has a strategy that’s working, a team that’s fully behind it.

Thank you to 14 Wing Greenwood, thanks to our Reserve Units, and to our local community for your support.

As this will be my final AGM before retirement, I would like to say that my goal was to reach the end of my GMFRC work life in harmony with myself, my loved ones and my conscience (I’m quoting someone I recently read). The opportunity I have been afforded here at the GMFRC to experience pride, fulfillment, and joy will forever mean the world to me. The THOUSANDS of people I have met – coworkers, volunteers, families, partners, Wing personnel – have been the icing on a most delicious cake!

Thank you to each & every one of you for the beautiful experience!

Margaret Reid
Executive Director

Rapport de la Directrice exécutive pour l'AGA

Je suis profondément reconnaissante à toute notre équipe non seulement pour leur soutien l'année dernière, mais aussi pour m'avoir testé et mis au défi.

Nous vivons une époque difficile. Tout au long de tout cela, nos équipes ont maintenu le flux d'énergie tout en développant les parties de notre entreprise qui nous aident à faire la transition - nous aidant à suivre la transition du monde.

Je suis incroyablement fière du travail que nous faisons.

Et surtout, je tiens à vous remercier, notre communauté, les propriétaires de notre entreprise. Nous n'oublions jamais qu'investir dans le CRFMG est un acte de confiance. Merci pour cette confiance. Nous faisons de notre mieux pour vous chaque jour.

Nos valeurs fondamentales au CRFMG ont toujours été cohérentes avec ce que nous entendons être important pour notre communauté. Nous avons besoin d'un bon mélange d'ancien et de nouveau - maintenir les bonnes choses et aller de l'avant avec une vision et des valeurs qui nous guident vers un avenir positif.

Nous savons que les gens ne seront pas toujours d'accord avec chaque décision que nous prenons. C'est pourquoi nous voulons et avons besoin d'avoir de vos nouvelles - faites-nous part de vos pensées et de vos désirs, dites-nous quand nous manquons la cible - nous vous écouterons et répondrons en conséquence.

Notre réponse et notre transition doivent être rapides. De plus - un "et" très important - il doit également être bien planifié et ordonné. Rapide dans le sens où nous devons répondre aux besoins changeants de nos familles dans une approche cohérente. Ordonné dans le sens où nous devons travailler dans les limites des ressources dont nous disposons et travailler de manière stratégique pour accroître les ressources par le biais de partenariats et d'engagements.

Il est plus clair que jamais que les familles veulent et ont besoin d'un style de vie meilleur et plus équilibré, d'une existence sûre et abordable.

En tant que centre de ressources pour les familles militaires, nous sommes délibérément mis en place pour aider à répondre à ces besoins. Nous avons les compétences et l'expérience, les réseaux, l'infrastructure et, surtout, la motivation et le désir. Nous investissons nos ressources dans les familles d'aujourd'hui.

Nous sommes plus résilients ensemble en tant que communauté que d'essayer de relever un défi seul. Avouons-le, les humains ont de l'empathie et ont survécu au fil des générations non pas en étant seuls, mais parce que nous nous sommes adaptés et avons évolué en tant que communautés travaillant ensemble. À certains égards, cette pandémie nous réinitialisera peut-être un peu et nous aidera à nous souvenir de l'importance profonde du service à nos communautés et du fait que nous sommes tous interconnectés et devons prendre soin les uns des autres. Cette façon de vivre est bien vivante dans notre communauté militaire. Alors que la pandémie s'atténue, nous devons nous rappeler à quel point il est important de continuer à chercher des moyens d'inclure de manière significative les gens dans la vie communautaire - peu importe à quel point nous sommes isolés. C'est un rappel pour nous tous qu'il y a encore du travail à faire pour s'assurer que personne n'est laissé pour compte et que nous sommes plus résilients lorsque nous sommes ensemble, pas seuls.

Dans l'ensemble, l'année dernière a été une année de solides performances.

Nous étions des récipiendaires reconnaissants des subventions et des parrainages qui nous ont tous permis de nous concentrer sur les besoins en santé mentale de plusieurs populations - nos jeunes ont pu profiter d'un nouveau projet de bien-être des jeunes et d'un nouveau programme de thérapie par les arts pour les vétérans. Nous avons également mené un programme pilote dans une école primaire locale pour la régulation émotionnelle des enfants. Ces projets n'auraient tout simplement pas été possibles sans de solides partenariats au sein de notre communauté.

Nous avons toujours cherché à être des acteurs du changement des systèmes pour améliorer la qualité de vie des familles militaires et de vétérans. Nous recherchons des collaborations créatives avec les personnes, le gouvernement, les entreprises locales et nos collègues fournisseurs de services. Lorsque nous sommes à la table ensemble, nous pouvons contribuer à améliorer les systèmes et les services pour les familles.

Nous avons organisé un certain nombre d'événements communautaires spéciaux pour les familles au cours de la dernière année, souvent avec plusieurs partenaires soutenant ces événements, auxquels ont participé des centaines de personnes. Les faits saillants peuvent être vus dans notre vidéo « Célébrons 2022-2023 ».

Cette année, nous cherchons à approfondir. Nous concentrerons nos efforts sur des projets de haute qualité, en priorisant là où nous pouvons livrer rapidement et à moindre coût aux familles. Nous sommes déterminés à jouer notre rôle. C'est notre plan. Et aujourd'hui, nous avons un réel élan dans notre personnel et nos équipes du conseil d'administration motivés et engagés.

Bien sûr, rien de tout cela n'est possible sans le soutien de nos parties prenantes.

En choisissant de soutenir le CRFMG, vous soutenez une organisation qui se développe et offre des services aux familles de manière stratégique, qui contribue à la société en investissant dans les personnes et la communauté, qui a une stratégie qui fonctionne, une équipe qui la soutient entièrement.

Merci à la 14^e Escadre Greenwood, merci à nos unités de réserve et à notre communauté locale pour votre soutien.

Comme ce sera ma dernière AGA avant la retraite, je tiens à dire que mon objectif était d'atteindre la fin de ma vie professionnelle au CRFMG en harmonie avec moi-même, mes proches et ma conscience (je cite quelqu'un que j'ai lu récemment). L'opportunité qui m'a été offerte ici au CRFMG d'éprouver de la fierté, de l'épanouissement et de la joie signifiera à jamais le monde pour moi. Les MILLIERS de personnes que j'ai rencontrées – collègues, bénévoles, familles, partenaires, personnel de l'Escadre – ont été la cerise sur un gâteau des plus délicieux!

Merci à chacun d'entre vous pour cette belle expérience!

Margaret Reid
Directrice Exécutive

3. Opening Remarks	Justin Kubis addressed the attendees and reviewed the agenda, mission, vision and values.	
4. Board Member Introduction	Justin Kubis introduced the board members.	
5. GMFRC Year in Review	A slideshow of the GMFRC's year is shown. It highlights events, programs and services the GMFRC has provided throughout the past year.	
6. Address By Wing Representative	LCol Davis addressed the attendees. The GMFRC has done a great job post-pandemic re-establishing connections and relationships with the community. The video that was just shown proves that. Thank you to the Executive Director, staff and volunteers for all their continuing hard work.	
7. Board of Directors Annual Report	<p>The GMFRC continues to provide an invaluable service to the community. This year saw the return of many big events and in person social events, which were well attended and people were very happy to be back together again.</p> <p>The BoD is extremely grateful to the volunteers who show up to help out.</p> <p>The BoD has been busy recruiting members to join them as well as a complete revamp of the centre's strategic plan.</p> <p>Lastly the BoD would like to thank the ED, staff and volunteers for everything they do.</p>	
8. Executive Director's Report	<p>The ED thanks everyone for joining this evening. She is grateful to the families for coming back to the centre post-pandemic and appreciates the trust they put in the centre to keep them safe.</p> <p>The volunteer team at the Centre is amazing and are involved in every aspect of the Centre. Some of the key areas they assist in are assisting with programs, front desk, parcel wrapping etc.</p> <p>The BoD is made up of volunteers who are military, veterans and family members. They bring the voice of the community to the table. Shoutout to the Chair for his fearless leadership.</p> <p>Thank you again to the wonderful staff at the GMFRC who keep the centre running smoothly and continue to offer important services to the community.</p> <p>The ED would like to acknowledge the following staff for their years of service:</p> <ul style="list-style-type: none"> - Brenda Virtue-Ellis – 15 years of service - Mary Wredenhagen – 15 years of service - Michelle Greensides – 5 years of service - Liana Clifford – 5 years of service 	
9. Minutes from 2021 AGM	Laura Fox motioned to approve the minutes from the 2021 AGM as presented. Seconded by Tracey Everett.	Motion Carried

10. Auditor's Report and Financial Report	Stefanie Arduini - Treasurer, presented the auditor's report. Auditor's report was completed by Morse Brewster Lake Chartered Professional Accountants. Stefanie Arduini motioned to approve the auditor's report for 2021-2022 Fiscal year as presented. Seconded by Kim Dixon.	Motion Carried
11. Appointment of Auditor for Fiscal Year 2022/2023	Stefanie Arduini motioned to continue with Morse Brewster Lake Chartered Professional Accountants for the fiscal year 2022/2023. Seconded by LCol. Jeff Davis.	Motion Carried
12. Election of Board Members	Justin Kubis presented the names of the BOD members up for re-election for another 2 year term: <ol style="list-style-type: none"> 1. Justin Kubis, member 2. Laura Fox, spouse Justin Kubis motions to re-elect BoD members as presented. Seconded by Natasha Appolloni The following members are presented by Justin Kubis for election to the board: <ol style="list-style-type: none"> 1. Angie Publicover, spouse 2. Natasha Appolloni, spouse 3. Sarah Fox, spouse 4. Andrea Harris, member Justin Kubis motions to elect the members as presented. Seconded by Tara Rutherford	Motion Carried Motion Carried
13. Open Community Question and Answer Period	No questions put forth	
14. Closing Remarks	Thank you to all who attended tonight.	
15. Adjournment	Justin Kubis motions to adjourn the meeting. Seconded by Andrea Harris.	20:35

Justin Kubis
Chairperson

Laura Fox
Secretary

Assemblée générale annuelle du conseil d'administration du Centre de ressources pour les familles militaires de Greenwood

Le 27 juin 2022 à 19 h 30

Centre de ressources pour les familles militaires de Greenwood

Présences

Justin Kubis
 Angie Publicover
 Stefanie Arduini
 Laura Fox
 Jessica Matchem
 Andrea Harris
 Natasha Appolloni
 Sarah Fox
 Margaret Reid
 Adjud Shawn Harrison
 Col Jeff Davis
 Lorraine Beers
 Kim Dixon
 Michelle Thibodeau-Wagner
 Stephanie Laplante
 Karen Doiron
 Mary Wredenhagen
 Michelle Greensides
 Brenda Virtue-Ellis
 Sarah Woodworth
 Brooke Robson
 Liana Clifford
 Samantha VandenHof
 Deborah Billingham
 Cara DiPersio
 Jenny Clifford
 Amanda Whaley
 Shauna Manning
 Kim Pollard
 Jessie Cassista
 Stephanie Novakowski
 Rachel Amirault
 Sara White
 Tara Rutherford
 Valerie Ducharme
 Tracey Everett

Poste

Président
 Vice-présidente
 Trésorière
 Secrétaire
 Membre du CA
 Membre du CA
 Membre du CA
 Membre du CA
 Directrice exécutive
 BPR
 Cmdt Ere
 Personnel
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 Rédactrice en chef de *The Aurora*

Absences

Karen Borovay Membre du CA

Point à l'ordre du jour	Discussion	Mesures prises
1. Prise des présences (constatation du quorum)	Le quorum est constitué à 19 h 33	

2. Ouverture de la séance	La séance est ouverte à 19 h 34	
3. Mot d'ouverture	Justin Kubis prend la parole et examine l'ordre du jour, la mission, la vision et les valeurs.	
4. Présentation des membres du CA	Justin Kubis présente les membres du CA.	
5. Bilan de l'année du CRFMG	Des diapositives sur l'année du CRFMG sont présentées. Elles mettent en lumière les événements, les programmes et les services que le CRFMG a offerts au cours de l'année dernière.	
6. Allocution du représentant de l'Escadre	Le Lcol Davis prend la parole. Le CRFMG a fait un bon travail après la pandémie pour renouer les liens et les relations avec la communauté. La présentation que l'on vient de voir le prouve bien. Merci à la directrice générale, au personnel et aux bénévoles pour leur travail acharné et constant.	
7. Rapport annuel du conseil d'administration	<p>Le CRFMG continue de fournir un service précieux à la communauté. Cette année a été marquée par le retour de nombreux grands événements et activités sociales en personne, qui ont connu un franc succès. Tout le monde était ravi de se réunir à nouveau.</p> <p>Le CA remercie chaleureusement les bénévoles qui se portent volontaires pour aider.</p> <p>Le CA s'est affairé à recruter de nouveaux membres et à effectuer un remaniement complet du plan stratégique du Centre.</p> <p>Enfin, le CA tient à remercier la directrice générale, le personnel et les bénévoles pour tout ce qu'ils font.</p>	
8. Compte rendu de la Directrice exécutive	<p>La directrice exécutive remercie tous les participants de leur présence ce soir. Elle exprime sa reconnaissance envers les familles qui sont revenues au Centre après la pandémie et envers la confiance qu'elles lui accordent sur le plan de la sécurité.</p> <p>L'équipe de bénévoles est fantastique et participe à tous les aspects du Centre. Elle aide à des activités clés, dont les programmes, la réception, l'emballage de colis.</p> <p>Le CA se compose de militaires, de vétérans et de membres de famille bénévoles. Ils représentent la voix de la communauté au Centre. Félicitations au président pour son leadership audacieux.</p> <p>Merci encore au merveilleux personnel du CRFMG qui permet au Centre de bien fonctionner et de toujours offrir des services importants à la communauté.</p> <p>La directrice exécutive aimerait saluer les membres suivants du personnel pour leurs années de service :</p> <ul style="list-style-type: none"> - Brenda Virtue-Ellis – 15 années de service - Mary Wredenhagen – 15 années de service - Michelle Greensides – 5 années de service - Liana Clifford – 5 années de service 	

9. Procès-verbal de l'AGA de 2021	Laura Fox propose d'approuver le procès-verbal de l'AGA de 2021 tel quel. Motion appuyée par Tracey Everett.	Proposition adoptée
10. Rapport du vérificateur et rapport financier	Stefanie Arduini – trésorière présente le rapport du vérificateur. Il a été préparé par <i>Morse Brewster Lake Chartered Professional Accountants</i> . Stefanie Arduini propose d'approuver tel quel le rapport du vérificateur pour l'année financière 2021-2022. Motion appuyée par Kim Dixon.	Proposition adoptée
11. Nomination du vérificateur pour l'année financière 2022-2023	Stefanie Arduini propose de poursuivre avec <i>Morse Brewster Lake Chartered Professional Accountants</i> pour l'année financière 2022-2023. Motion appuyée par le Lcol Jeff Davis.	Proposition adoptée
12. Élection de membres au CA	Justin Kubis donne les noms des membres du CA qui se présentent en réélection pour un autre mandat de deux ans : 3. Justin Kubis, membre 4. Laura Fox, conjointe Justin Kubis propose de réélire les membres du CA présentés. Motion appuyée par Natasha Appolloni. Justin Kubis soumet la liste des membres en vue de l'élection au CA : 5. Angie Publicover, conjointe 6. Natasha Appolloni, conjointe 7. Sarah Fox, conjointe 8. Andrea Harris, membre Justin Kubis propose d'élire les membres selon la liste ci-dessus. Motion appuyée par Tara Rutherford	Proposition adoptée Proposition adoptée
13. Période de questions et réponses ouverte à la communauté	Aucune question.	
14. Mot de la fin	Merci à toutes les personnes présentes ce soir.	
15 Levée de la séance	Justin Kubis propose de lever la séance. Motion appuyée par Andrea Harris.	20 h 35

Justin Kubis
Président

Laura Fox
Secrétaire

**14 Wing Greenwood
Military Family Resource Centre
Greenwood, Nova Scotia**

Financial Statements

March 31, 2023

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Independent Auditor's Report

To the Chairperson and Members of the
14 Wing Greenwood Military Family Resource Centre

Qualified Opinion

We have audited the accompanying financial statements of **14 Wing Greenwood Military Family Resource Centre**, which comprise the statement of financial position as at March 31, 2023, and the statement of operations, statement of changes in net assets and cash flow statement for the year then ended, and a summary of significant accounting policies and other explanatory information.

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of the Organization as at March 31, 2023, and its results of operations for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Qualified Opinion

In common with many not-for-profit organizations, the Organization derives revenue from fundraising activities/donations, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, verification of these revenues was limited to the amounts recorded in the records of the Organization. Therefore, we were not able to determine whether any adjustments might be necessary to fundraising revenue and excess of revenues over expenses for the years ended March 31, 2023 and March 31, 2022, current assets as at March 31, 2023 and 2022, and net assets as at March 31 for both the 2023 and 2022 years. Our audit opinion on the financial statements for the year ended March 31, 2023 was modified accordingly because of the possible effects of this limitation in scope.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Organization in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Organization's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

Independent Auditor's Report (continued)

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.

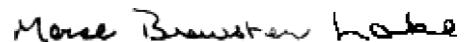
Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

Conclude on the appropriateness of management's use of the going concern basis of accounting and based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Entity to cease to continue as a going concern.

Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Berwick, Nova Scotia
June 21, 2023



Chartered Professional Accountants

14 Wing Greenwood Military Family Resource Centre

Statement of Financial Position

March 31, 2023

	<u>2023</u>	<u>2022</u>
Assets		
Current		
Cash	\$ 1,038,157	\$ 945,039
Accounts receivable	18,451	21,218
Investment (note 3)	160,364	-
Prepaid expenses	14,809	3,126
	1,231,781	969,383
Investments (note 3)	<u>-</u>	<u>160,364</u>
	<u>\$ 1,231,781</u>	<u>\$ 1,129,747</u>
Liabilities		
Current		
Trade payables and accruals	\$ 56,288	\$ 44,885
Deferred revenue (note 4)	<u>372,768</u>	<u>318,679</u>
	429,056	363,564
Net Assets		
Net Assets (page 5)	<u>802,725</u>	<u>766,183</u>
	<u>\$ 1,231,781</u>	<u>\$ 1,129,747</u>

On behalf of the Board


_____, Chairperson

14 Wing Greenwood Military Family Resource Centre
Statement of Operations
Year Ended March 31, 2023

	Budget <u>2023</u>	Actual <u>2023</u>	Actual <u>2022</u>
Revenue			
DMFS funding	\$ 862,137	\$ 862,127	\$ 923,790
DMFS other funding	-	-	9,996
DND - Casual Care	50,000	50,000	50,000
DND - Sight Specific	30,000	25,000	30,000
Program income	159,355	175,465	128,815
Supplemental funding	151,865	151,865	100,837
Other income	5,300	42,235	7,902
Fundraising	<u>6,000</u>	<u>3,302</u>	<u>108</u>
	<u>1,264,657</u>	<u>1,309,994</u>	<u>1,251,448</u>
Program Costs			
Prevention, support and intervention	1,500	1,020	1,649
DMFS other expenses	500	501	362
Child and youth development and parenting support	2,400	1,610	17,121
Personal development and community integration	10,500	8,771	10,306
Supplemental funding expenses	152,665	153,184	81,731
Volunteer costs	1,200	3,905	8,553
Employment assistance program	1,000	1,186	2,777
Second language training	10,000	5,885	5,751
Deployment program	1,200	4,353	12,864
Emergency child care	-	-	560
Management and administration	<u>6,000</u>	<u>2,402</u>	<u>533</u>
	<u>186,965</u>	<u>182,817</u>	<u>142,207</u>
Expenditures			
Advertising-public relations	14,500	29,184	96,295
Board	5,000	655	13,665
Miscellaneous	7,660	7,274	11,123
Hospitality	-	103	5,265
Unique office supplies	4,500	7,495	4,149
Child care food and supplies	9,300	8,638	5,389
Childcare & preschool	28,036	23,705	35,068
Personnel assistance	2,000	-	-
Administrative fees	-	15,385	14,678
Professional fees	21,100	12,869	33,761
Insurance	9,000	7,751	4,703
Internet	2,800	3,492	2,861
Travel	7,300	1,475	765
Salaries and benefits			
DMFS	767,976	764,597	719,108
DND	30,000	29,194	18,081
Child care and early education	<u>220,000</u>	<u>178,818</u>	<u>148,541</u>
	<u>1,129,172</u>	<u>1,090,635</u>	<u>1,113,452</u>
Total Expenditures	<u>1,316,137</u>	<u>1,273,452</u>	<u>1,255,659</u>
Excess (Deficiency) of Revenue Over Expenditures	<u>\$ (51,480)</u>	<u>\$ 36,542</u>	<u>\$ (4,211)</u>

14 Wing Greenwood Military Family Resource Centre

Statement of Changes in Net Assets

Year Ended March 31, 2023

	<u>2023</u> Net Assets	<u>2022</u> Net Assets
Balance, beginning of year	\$ 766,183	\$ 770,394
Excess (Deficiency) of Revenue Over Expenditures	<u>36,542</u>	<u>(4,211)</u>
Balance, end of year	<u>\$ 802,725</u>	<u>\$ 766,183</u>

14 Wing Greenwood Military Family Resource Centre

Statement of Cash Flows

Year Ended March 31, 2023

	<u>2023</u>	<u>2022</u>
Cash flow from operating activities:		
Excess (Deficiency) of revenue over expenditures	\$ 36,542	\$ (4,211)
Changes in		
Accounts receivable	2,767	21,000
Deferred revenue	54,089	52,416
Prepaid	(11,683)	(3,126)
Trade payables and accruals	<u>11,403</u>	<u>(5,502)</u>
	<u>93,118</u>	<u>60,577</u>
Cash Increase	93,118	60,577
Cash and Equivalencies, beginning of year	<u>945,039</u>	<u>884,462</u>
Cash and Equivalencies, end of year	<u>\$1,038,157</u>	<u>\$ 945,039</u>

14 Wing Greenwood Military Family Resource Centre

Notes to Financial Statements

March 31, 2023

1. Nature of Business

The centre operates a military family services program at the Canadian Forces air base at Greenwood, Nova Scotia. The centre is a registered charity and exempt from income taxes under Section 149 (1)(L) of the Income Tax Act.

2. Significant Accounting Policies

Basis of Presentation

These financial statements have been prepared in accordance with Canadian accounting standards for not for profit organizations.

Revenue Recognition

The Centre uses the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received, or as receivable when the amount is likely to be collected.

Financial Instruments

The Centre's financial instruments consist of cash, accounts receivable, investments and accounts payable. The fair value of these financial instruments approximate their carrying value. It is management's opinion that the Centre is not exposed to significant interest rate, currency or credit risks arising from these financial instruments.

In accordance with Section 3855 "Financial Instruments" of the CICA Handbook, effective October 1, 2006, investments are reported at fair market value as at the balance sheet date.

Use of Estimates

The preparation of the financial statements in conformity with Canadian accounting standards for non for profits requires management to make estimates and assumptions that affect the reported amounts of assets, liabilities, and the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results may differ from those estimates.

Cash and cash equivalents

Cash and cash equivalents consist primarily of commercial paper and deposits with an original maturity date of three months or less.

Contributed services

Volunteers contribute many hours per year to assist the Centre in carrying out its activities. Due to the difficulty of determining their fair value, contributed services are not recognized in the financial statements.

Property and Equipment

Property and equipment purchased during the year are expensed.

Inventory

Inventories have been valued at the lower of cost and net realizable value. Inventory is measured using the first in first out method (FIFO).

14 Wing Greenwood Military Family Resource Centre

Notes to Financial Statements

March 31, 2023

3. Investments

Guaranteed investment certificate (GIC) bearing interest at 1.73%, maturing April 2023.

4. Deferred Revenue

	<u>2023</u>	<u>2022</u>
DMFS	\$ 362,358	\$ 308,049
SSE Funding	-	-
Board of director fund	2,653	2,653
Personal Assistance fund	1,056	1,056
General Fundraising fund	6,701	6,921
TPL Grant	-	-
Preschool fund	-	-
	<u>\$ 372,768</u>	<u>\$ 318,679</u>

Changes in the deferred revenues balances are, as follows:

	<u>2023</u>	<u>2022</u>
Balance, beginning of year	\$ 318,687	\$ 266,263
Add (deduct):		
Amount recognized as revenue during the year	(308,277)	(255,633)
Amount received related to the following year	<u>362,358</u>	<u>308,057</u>
Balance, end of year	<u>\$ 372,768</u>	<u>\$ 318,687</u>

5. Comparative Figures

Certain of the comparative figures have been restated to conform to the current year financial statement presentation