

## AGM Executive Director's Report – July 28, 2021

Well, that was one heck of a year! Big Brothers Big Sisters of Peterborough experienced many successes in 2020, all while dealing with the ever-changing Covid-19 landscape. We worked from home virtually when required, from the office when restrictions allowed and even outdoors when face-to-face meetings with children, families and volunteers were necessary.

Beginning in late spring, we delivered a number of virtual activities and contests in order to keep everyone connected to BBBS and to each other. As restrictions eased, we were able to offer small group activities to our waiting list children twice weekly. We were pleased to be able to hold Kids and Cops this year albeit on a smaller scale. All activities were local, with a smaller group of kids and were half-day activities. Hat's off to Mark Hubble for making this work.

We continued to provide top quality programs and amazing experiences for the members of Big Brothers Big Sisters of Peterborough. The children enjoyed great experiences in 2020 in a variety of face-to-face and virtual mentoring and activity programs. These successes are a direct result of the amazing staff we have at BBBS. Thank you Tammy and Brittany for your dedication and hard work. You continue to be excellent ambassadors for BBBS and I am thrilled you are part of the team.

Our Traditional Mentoring program remained healthy and the children in these matches continue to grow and develop into outstanding young citizens. While we still have a waiting list, we do all we can to involve these children in the ongoing activities in order to keep them connected to BBBS. A waiting list is a sign that we are a vital part of the social infrastructure in Peterborough. Our goal is not to eliminate this waiting list but to make sure children spend a very short time while waiting for their Big Brother or Big Sister. We will continue to look for recruitment opportunities to see that this happens.

Unfortunately, our School Based Mentoring Programs were forced to end in March. While we had hoped for a quick return to school, the pandemic did not cooperate. Many of our school-based matches opted to continue virtually, while others decided to take the next step and move into a Traditional match. Our small group Go Girls and Game On groups did not run after March, but we will be offering these virtually until things are stable enough to return to in person meetings in school.

Financially, I was extremely concerned given we had to cancel Bowl for Kids Sake and our Golf Tournament. We were also unable to gift-wrap this year and a number of other third party fundraisers were cancelled. On a positive note, we received grant funding from the City of Peterborough, the Community Foundation of Greater Peterborough, Scotiabank and a grant from the Ministry of Education for our school based mentoring programs.

We have received a substantial amount of funding through Covid-19 emergency measures including United Way and CFGP grants and the CEBA loan and CEWS wage subsidy program.

In view of the uncertainty going forward, our 2020 budget was developed with restraint top of mind. We still have a very healthy reserve so at this time the agency remains in a solid financial position. We recognize that the new norm for large group fundraising may have to transition to a virtual format and we are currently preparing to do what it takes to adapt to these new ways.

I have highlighted our programs and fundraising initiatives but I would like to express my gratitude to our many volunteers who selflessly give their time and share their experience. You stepped up in a huge way, all while dealing with your own issues coping with the pandemic. I have so much respect and admiration for all that you do. We only exist because of your dedication to the children of Peterborough.

Finally, thank you to our volunteer Board of Directors. I appreciate your confidence and support as we worked to keep everyone connected during these trying times. Your willingness to pitch in and help when needed allowed us to do all we could for the children that we serve. Looking to 2021 and beyond, you have a new Strategic Plan in place, functioning Committees of the Board and a focus on the future. These are very exciting times for BBBS Peterborough.

As I reflect on my retirement in September, I am proud to have been part of this organization. Through teamwork, commitment and old-fashioned hard work, BBBS Peterborough is in a very solid place. While there is still much work to do, I am confident that you will continue to be successful in your endeavors.

Sincerely,

A handwritten signature in blue ink that reads "Mark Shuwera". The signature is written in a cursive style with a large initial "M".

Mark Shuwera

## Chair Report: AGM 2021

What a difference a year makes! While there have been some challenges, I'm heartened by how well our Board has worked together to enact real, meaningful change in our community. As we gather today, Big Brothers Big Sisters of Peterborough continues to be a positive force in our community with a bright future.

The children we serve have continued to enjoy a variety of experiences in a variety of programs thanks to our great staff, including our Executive Director. Their flexibility and creativity has been central to our success. The staff have worked hard to maintain our programming despite necessary provincial restrictions. While we are facing a potentially challenging time of uncertainty, the organization has maintained its flexibility in creating and running programs that are responsive to that uncertainty.

The Board has been proactive in ensuring that the organization enjoys long-term financial stability, as well as overall stability. While our organization faces some financial uncertainty due to the shifting world around us, we are on strong footing and look to be viable for the foreseeable future. We have worked hard to ensure that spending has been reduced and are well set up to weather any fundraising challenges. The Board is also committed to ensuring that the long-term financial needs of the organization are met, and the continued sustainability of our programming is achieved.

The Board has also made significant improvements to our structure and workflow. Having completed a Strategic Plan in late December, we have set a series of priorities which will ensure our future success on many fronts. Committees have been struck, tasked to address each of our goals, and we are seeing significant collaboration and progress as a result. In addition to these structural improvements, the Board has worked hard to implement policies and procedures which will create a safe and positive working environment for all participants.

While we are currently a small Board, we will seek to grow in numbers in the coming year. With that said, I can say this with absolute certainty: in my time with the organization, the group we have assembled here is the strongest I've seen represent the organization at the Board level. I'm confident that we can work together to better the organization and further our mandate: to ignite the power and potential of youth in our community.

In saying this, I have to also acknowledge the bittersweetness of Mark Shuwer's announcement that he will be retiring in the Fall. We knew this time would eventually come, but needless to say, it's with a mix of excitement for him, and a touch of panic for us, that the news was received. Those are large shoes to fill. Mark's passion for the organization is second to none, and an inspiration for myself and many others. As the date approaches, we'll find an appropriate way to send him off, but for now I'll leave it at a big, full-hearted 'thank you'.



Thomas Jenkins  
Chair, Board of Directors  
Big Brothers Big Sisters of Peterborough

**BIG BROTHERS AND BIG SISTERS ASSOCIATION OF  
PETERBOROUGH INCORPORATED**

**FINANCIAL STATEMENTS**

**DECEMBER 31, 2020**

**BIG BROTHERS AND BIG SISTERS ASSOCIATION  
OF PETERBOROUGH INCORPORATED**



**STATEMENT OF FINANCIAL POSITION  
As at December 31, 2020**

	Operating Fund 2020 \$	Capital Asset Fund 2020 \$	Internally Restricted Fund 2020 \$	Total 2020 \$	Total 2019 \$
<b>ASSETS</b>					
<b>Current assets</b>					
Cash	96,293	-	-	96,293	49,509
Short term investments (note 3)	12,701	-	370,000	382,701	376,234
Accounts receivable	13,195	-	-	13,195	13,486
Prepaid expenses	2,279	-	-	2,279	537
	124,468	-	370,000	494,468	439,766
<b>Tangible capital assets (note 4)</b>	-	134,987	-	134,987	138,273
	124,468	134,987	370,000	629,455	578,039
<b>LIABILITIES AND FUND BALANCES</b>					
<b>Current liabilities</b>					
Accounts payable and accrued liabilities (note 5)	25,897	-	-	25,897	22,100
Deferred revenue (note 6)	51,654	-	-	51,654	30,683
Note payable (note 8)	30,000	-	-	30,000	-
	107,551	-	-	107,551	52,783
<b>Fund balances</b>					
Unrestricted	16,917	-	-	16,917	16,983
Invested in tangible capital assets	-	134,987	-	134,987	138,273
Internally restricted (note 7)	-	-	370,000	370,000	370,000
	16,917	134,987	370,000	521,904	525,256
	124,468	134,987	370,000	629,455	578,039

Approved on behalf of the Board:

 , Director

 , Director

The accompanying notes are an integral part of these financial statements

**BIG BROTHERS AND BIG SISTERS ASSOCIATION  
OF PETERBOROUGH INCORPORATED**



**STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCES  
For the Year Ended December 31, 2020**

	Operating Fund 2020 \$	Capital Asset Fund 2020 \$	Internally Restricted Fund 2020 \$	Total 2020 \$	Total 2019 \$
<b>Revenue</b>					
United Way	76,309	-	-	76,309	76,309
COVID-19 support	63,970	-	-	63,970	-
Grants	54,094	-	-	54,094	47,287
Bingo and Nevada	18,366	-	-	18,366	27,014
Donations and fundraising	11,652	-	-	11,652	53,459
Rental	6,726	-	-	6,726	10,620
Bowl for Kids Sake	4,009	-	-	4,009	26,724
Investment income	-	-	6,467	6,467	8,659
<b>Total revenue</b>	<b>235,126</b>	<b>-</b>	<b>6,467</b>	<b>241,593</b>	<b>250,072</b>
<b>Expenses</b>					
Wages and benefits	163,052	-	-	163,052	174,017
Programs	17,282	-	-	17,282	24,456
Insurance	13,981	-	-	13,981	13,235
Professional fees	10,632	-	-	10,632	8,898
Office	10,263	-	-	10,263	11,395
Dues	7,855	-	-	7,855	7,723
Utilities	4,675	-	-	4,675	5,758
Property taxes	4,345	-	-	4,345	4,387
Repairs and maintenance	3,711	-	-	3,711	4,721
Bingo and Nevada	2,261	-	-	2,261	1,502
Bowl for Kids Sake	1,559	-	-	1,559	6,049
Staff and board development	912	-	-	912	574
Travel	820	-	-	820	2,330
Publicity and recruitment	186	-	-	186	529
Fundraising	125	-	-	125	4,079
Amortization	-	3,286	-	3,286	3,896
<b>Total expenses</b>	<b>241,659</b>	<b>3,286</b>	<b>-</b>	<b>244,945</b>	<b>273,549</b>
<b>Excess (deficiency) of revenue over expenses for the year</b>	<b>(6,533)</b>	<b>(3,286)</b>	<b>6,467</b>	<b>(3,352)</b>	<b>(23,477)</b>
<b>Fund balances - beginning of year</b>	<b>16,983</b>	<b>138,273</b>	<b>370,000</b>	<b>525,256</b>	<b>548,733</b>
<b>Interfund transfers</b>	<b>6,467</b>	<b>-</b>	<b>(6,467)</b>	<b>-</b>	<b>-</b>
<b>Fund balances - end of year</b>	<b>16,917</b>	<b>134,987</b>	<b>370,000</b>	<b>521,904</b>	<b>525,256</b>

*The accompanying notes are an integral part of these financial statements*

**BIG BROTHERS AND BIG SISTERS ASSOCIATION  
OF PETERBOROUGH INCORPORATED**



**STATEMENT OF CASH FLOWS**  
For the Year Ended December 31, 2020

	2020	2019
	\$	\$
<b>CASH PROVIDED FROM (USED FOR):</b>		
<b>Operating activities</b>		
Excess (deficiency) of revenue over expenses for the year	(3,352)	(23,477)
Non-cash charges to operations		
Amortization	3,286	3,896
	(66)	(19,581)
Changes in non-cash working capital items		
Prepaid expenses	(1,742)	9,917
Accounts receivable	291	13,033
Accounts payable and accrued liabilities	3,797	(2,145)
Deferred revenue	20,971	4,525
	23,317	25,330
Net increase/(decrease) in cash from operating activities	23,251	5,749
<b>Investing activities</b>		
Purchase of investments	(382,701)	(376,234)
Disposal of investments	376,234	372,730
Net decrease in cash from investing activities	(6,467)	(3,504)
<b>Financing activities</b>		
Funds received from Canada Emergency Business Account	40,000	-
Amount of Canada Emergency Business Account forgiven	(10,000)	-
Net increase in cash from financing activities	30,000	-
<b>Change in cash</b>	46,784	2,245
<b>Cash - beginning of year</b>	49,509	47,264
<b>Cash - end of year</b>	96,293	49,509

*The accompanying notes are an integral part of these financial statements*



**NOTES TO THE FINANCIAL STATEMENTS**  
For the Year Ended December 31, 2020

**4. TANGIBLE CAPITAL ASSETS**

Tangible capital assets consist of the following:

	Cost	Accumulated Amortization	Net Book Value	
	\$	\$	2020	2019
	\$	\$	\$	\$
Land	100,000	-	100,000	100,000
Building	97,391	72,167	25,224	26,275
Computer equipment	6,861	6,243	618	883
Furniture and equipment	13,980	11,200	2,780	3,159
Telephone system	7,962	7,741	221	276
Vehicles	12,000	5,856	6,144	7,680
	238,194	103,207	134,987	138,273

**5. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES**

Included in accounts payable and accrued liabilities are government remittances of \$2,290 (2019 - \$2,276).

**6. DEFERRED REVENUE**

The continuity of deferred revenue is as follows:

	2020	2020	2020	2020	2019
	School Based Programs	Camp Program	Technical Grant	Total	Total
	\$	\$	\$	\$	\$
Balance, beginning of year	4,410	26,273	-	30,683	26,158
Increase in year related to:					
Grants and donations	30,550	12,701	7,000	50,251	45,600
Decrease in year related to:					
Direct expenses	(999)	-	-	(999)	(12,418)
Wages and benefits	(28,281)	-	-	(28,281)	(28,657)
Balance, end of year	5,680	38,974	7,000	51,654	30,683