



Agency Annual Report

Thurs., June 30, 2022

I came to Big Brothers Big Sisters Peterborough in September of 2021. I recognized early, our agency experienced the negative impact of the pandemic like many other people and organizations. The traditional in-person funding strategies were eliminated, traditional mentoring relationships strained, and In-School mentoring decimated. In the midst of this global health crisis, there were also board transitions, executive director retirement and caseworker changes. The combination of these disruptive blows would be enough to sink many organizations in a similar position. However, with a steady hand, the board remained focused on moving forward strategically. Recruiting work began for board members and a new Executive Director. Policies were adjusted to accommodate an ever-changing societal landscape, and staff dug deep to ensure quality support was provided to mentoring relationships. A job well done to keep the agency upright and focused on moving forward.

These past few years have left many people looking and longing for something more, something meaningful. The foundation of our organization was built on providing that type of opportunity. The loyalty of board members, staff and supporters during these challenging times shows the passion and belief in what we do. We all know, and believe, that mentoring has the power to unlock the potential of a young person and positively change their future.

I think the recent testimony of a single mother with children in our programming best illustrates why we are all so committed to seeing our agency thrive. Her story is much larger and more powerful than I can share in this report, but an excerpt of her story will give you a glimpse into the impact we are having.

“Big Brothers Big Sisters has literally been life changing for our family. The organization and people we have met have blessed us in immeasurable ways. Ways that have altered the paths of the future of my children, leading them in a more positive, fulfilling direction!...The difference it makes in the life of a child, to know that an adult feels they are special enough to make time out of their life to spend quality time with every week, is truly immeasurable. Especially for children like mine whose own parent and extended family have given them the opposite message. I have witnessed the power of this program, as it is transforming two of my children, and in a year am confident that I can say three, as my youngest is anxiously waiting her fifth birthday so she too can have a Big Sister...I am so grateful for this life altering, faith in humankind inspiring, wonderful program and feel very blessed for my family to be a part of it.”

Thank you to Tom Jenkins, Deborah Lineberry, Hannah Phillips and the board, for their hard work and dedication. I value their trust in me to help lead our agency into the next season of its influence in Peterborough. I am grateful to Mark Shuwera, Tammy Thompson and Brittany Cray for their valuable contribution during such a challenging season. This powerful story of life change wouldn't be possible without the dedication and hard work of all of you. I'm looking forward to reading even more stories of life change because of the investment that we make together in the months and years to come.

Sincerely,

A handwritten signature in blue ink, appearing to read "Brent Shepherd".

Brent Shepherd
Executive Director



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'.

A handwritten signature in black ink, appearing to be "Thomas Jenkins". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

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, 2021


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



**STATEMENT OF FINANCIAL POSITION
As at December 31, 2021**

	Operating Fund 2021 \$	Capital Asset Fund 2021 \$	Internally Restricted Fund 2021 \$	Total 2021 \$	Total 2020 \$
ASSETS					
Current assets					
Cash	161,219	-	-	161,219	96,293
Short term investments (note 3)	14,819	-	370,000	384,819	382,701
Accounts receivable	39,047	-	-	39,047	13,195
Prepaid expenses	-	-	-	-	2,279
	215,085	-	370,000	585,085	494,468
Tangible capital assets (note 4)	-	130,942	-	130,942	134,987
	215,085	130,942	370,000	716,027	629,455
LIABILITIES AND FUND BALANCES					
Current liabilities					
Accounts payable and accrued liabilities (note 5)	25,189	-	-	25,189	25,897
Deferred revenue (note 6)	47,191	-	-	47,191	51,654
Note payable (note 8)	40,000	-	-	40,000	30,000
	112,380	-	-	112,380	107,551
Fund balances					
Unrestricted	102,705	-	-	102,705	16,917
Invested in tangible capital assets	-	130,942	-	130,942	134,987
Internally restricted (note 7)	-	-	370,000	370,000	370,000
	102,705	130,942	370,000	603,647	521,904
	215,085	130,942	370,000	716,027	629,455

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, 2021**

	Operating Fund 2021 \$	Capital Asset Fund 2021 \$	Internally Restricted Fund 2021 \$	Total 2021 \$	Total 2020 \$
Revenue					
United Way	76,308	-	-	76,308	76,309
COVID-19 support	39,914	-	-	39,914	63,970
Grants	47,108	-	-	47,108	54,094
Bingo and Nevada	16,379	-	-	16,379	18,366
Donations and fundraising	41,906	-	-	41,906	11,652
Rental	10,089	-	-	10,089	6,726
Bowl for Kids Sake	-	-	-	-	4,009
Investment income	-	-	2,118	2,118	6,467
Settlement proceeds	100,000	-	-	100,000	-
Total revenue	331,704	-	2,118	333,822	241,593
Expenses					
Wages and benefits	164,069	-	-	164,069	163,052
Programs	13,196	-	-	13,196	17,282
Insurance	14,147	-	-	14,147	13,981
Professional fees	9,367	-	-	9,367	10,632
Office	12,079	-	-	12,079	10,263
Dues	7,968	-	-	7,968	7,855
Utilities	4,701	-	-	4,701	4,675
Property taxes	4,517	-	-	4,517	4,345
Repairs and maintenance	5,354	-	-	5,354	3,711
Bingo and Nevada	3,226	-	-	3,226	2,261
Bowl for Kids Sake	-	-	-	-	1,559
Staff and board development	1,500	-	-	1,500	912
Travel	653	-	-	653	820
Publicity and recruitment	3,342	-	-	3,342	186
Fundraising	172	-	-	172	125
Amortization	-	3,144	-	3,144	3,286
Loss on disposal of tangible capital assets	-	4,644	-	4,644	-
Total expenses	244,291	7,788	-	252,079	244,945
Excess (deficiency) of revenue over expenses for the year	87,413	(7,788)	2,118	81,743	(3,352)
Fund balances - beginning of year	16,917	134,987	370,000	521,904	525,256
Interfund transfers	(1,625)	3,743	(2,118)	-	-
Fund balances - end of year	102,705	130,942	370,000	603,647	521,904

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, 2021

	2021	2020
	\$	\$
CASH PROVIDED FROM (USED FOR):		
Operating activities		
Excess (deficiency) of revenue over expenses for the year	81,743	(3,352)
Non-cash charges to operations		
Amortization	3,144	3,286
Loss on disposal of tangible capital assets	4,644	-
	<u>89,531</u>	<u>(66)</u>
Changes in non-cash working capital items		
Prepaid expenses	2,279	(1,742)
Accounts receivable	(25,852)	291
Accounts payable and accrued liabilities	(707)	3,797
Deferred revenue	(4,463)	20,971
	<u>(28,743)</u>	<u>23,317</u>
Net increase in cash from operating activities	<u>60,788</u>	<u>23,251</u>
Investing activities		
Purchase of investments	(384,819)	(382,701)
Disposal of investments	382,701	376,234
Purchase of tangible capital assets	(5,244)	-
Proceeds from disposal of tangible capital assets	1,500	-
	<u>(5,862)</u>	<u>(6,467)</u>
Net decrease in cash from investing activities	<u>(5,862)</u>	<u>(6,467)</u>
Financing activities		
Funds received from Canada Emergency Business Account	20,000	40,000
Amount of Canada Emergency Business Account forgiven	(10,000)	(10,000)
	<u>10,000</u>	<u>30,000</u>
Net increase in cash from financing activities	<u>10,000</u>	<u>30,000</u>
Change in cash	<u>64,926</u>	<u>46,784</u>
Cash - beginning of year	<u>96,293</u>	<u>49,509</u>
Cash - end of year	<u>161,219</u>	<u>96,293</u>

The accompanying notes are an integral part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended December 31, 2021

3. INVESTMENTS

Investments consist of the following:

	2021	2020
	\$	\$
Short-term investments:		
Scotia Bank non-redeemable guaranteed investment certificate bearing interest at 0.5%, matures on February 28, 2022	202,180	-
Scotia Bank non-redeemable guaranteed investment certificate bearing interest at 0.57%, matures on September 6, 2022	182,639	-
Scotia Bank redeemable guaranteed investment certificate bearing interest initially at 1.0% if held to maturity on April 30, 2021	-	200,849
Scotia Bank redeemable guaranteed investment certificate bearing interest initially at 0.35% if held to maturity on July 30, 2021	-	181,852
	384,819	382,701

4. TANGIBLE CAPITAL ASSETS

Tangible capital assets consist of the following:

	Cost	Accumulated Amortization	Net Book Value	
	\$	\$	2021	2020
			\$	\$
Land	100,000	-	100,000	100,000
Building	97,391	73,176	24,215	25,224
Computer equipment	12,104	8,000	4,104	618
Furniture and equipment	13,980	11,534	2,446	2,780
Telephone system	7,962	7,785	177	221
Vehicles	-	-	-	6,144
	231,437	100,495	130,942	134,987

5. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

Included in accounts payable and accrued liabilities are government remittances of \$2,430 (2020 - \$2,290).

NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended December 31, 2021

6. DEFERRED REVENUE

The continuity of deferred revenue is as follows:

	2021 School Based Programs \$	2021 Camp Program \$	2021 Technical Grant \$	2021 Total \$	2020 Total \$
Balance, beginning of year	5,680	38,974	7,000	51,654	30,683
Increase in year related to:					
Grants and donations	31,705	4,677	-	36,382	50,251
Decrease in year related to:					
Direct costs	(184)	(3,742)	(7,000)	(10,926)	(999)
Wages and benefits	(29,919)	-	-	(29,919)	(28,281)
Balance, end of year	7,282	39,909	-	47,191	51,654

7. INTERNALLY RESTRICTED

The Board of Directors approved an internally restricted fund for use in future years. Internally restricted funds consist of the following:

	2021 \$	2020 \$
Capital improvements and repairs fund	170,000	170,000
Contingency fund	25,000	25,000
New program fund	75,000	75,000
Grant sustainability fund	100,000	100,000
	370,000	370,000

8. NOTE PAYABLE

The note payable consists of the Canada Emergency Business Account (CEBA) loan, which is non-interest bearing with open terms of repayment until December 31, 2020. On January 1, 2021 the loan converts to a 5 year term loan, non-interest bearing until December 31, 2023. If repaid by December 31, 2023, \$20,000 of the loan is forgiven, which has been included in COVID-19 support revenue, \$10,000 in 2021 and \$10,000 in 2020. If the loan is not repaid by December 31, 2023, interest commences at 5% per annum, paid monthly. Principal payments are not required and the balance is due in full on December 31, 2025. This loan is unsecured.