

BIG BROTHERS BIG SISTERS OF THE COWICHAN VALLEY

2017

ANNUAL REPORT



Mentors make you smile...

AGENDA

ANNUAL GENERAL MEETING

Tuesday June 5th, 2018 6:00pm

Island Savings Centre, 2687 James Street Duncan BC

Koksilah Room

- 1. Welcome – Elizabeth Robinow**
- 2. Call to Order – Elizabeth Robinow**
- 3. Approval of Agenda - Elizabeth Robinow**
- 4. Adoption of Previous Minutes – Elizabeth Robinow**
June 13th, 2017
- 5. Auditor's Report MNP –Zaida Giron**
- 6. Approval of Financial Statements – Tony Jensen**
- 7. Appointment of Auditor MNP- Tony Jensen**
- 8. Special Resolution- Proposed By-laws change-Elizabeth Robinow**
- 9. Presentation: Big Brother Adam Wilton**
- 10. Annual Reports**
 - President Report – **Elizabeth Robinow**
 - Executive Directors & Program Report - **Erin Generous**
- 11. Nominations and Elections - (Elections officer & Scrutineer)**
- 12. Volunteer Appreciation Awards**
 - President's Award – **Elizabeth Robinow**
- 13. Adjournment – Elizabeth Robinow**

Next meeting date: June 5th, 2018 & July 10th, 2018.

A brief meeting of the new Board of Directors will follow the Annual General Meeting while guests have refreshments.

BIG BROTHERS BIG SISTERS OF THE COWICHAN VALLEY: ANNUAL GENERAL MEETING MINUTES

JUNE 13, 2017 HELD AT ISLAND SAVINGS CENTRE 2687 JAMES STREET DUNCAN BC

PRESENT: Tony Jensen (Treasurer), Elizabeth Robinow (President), Nira Hopewell (Director), Kevin MacCullough (Director), Debbie Cook (Director)

IN ATTENDANCE: Erin Generous (Executive Director), Meg Watkins (Caseworker), Julie Swift (Administrative Assistant), Anna Baker (Little Sister), Bonnie Potter (Big Sister & Member), Zaida Giron (MNP Auditor), Julie Rosenthal (Big Sister & Member), Mike Youden (Member), Everett Dixon (Big Brother & Member), Joseph Boudrew (Member), Matthew Huotari (Member), Becky Bennett (Member), Hayley Picard (Member), Chris Waddell (Island Savings), Denise Robinson (Member), Candy Kitchen (Member).

REGRETS: Kelly Frazer, Jaqueline Hinojosa, Shaun Mann (Director), Pip Woodcock (Member), Doug Blott, Jennifer Barnes van Elk, Stephane Cochrane, Tony Brown.

WELCOME/INTRODUCTIONS – ELIZABETH ROBINOW

CALL TO ORDER BY ELIZABETH ROBINOW

This meeting was called to order at 6:00 pm

APPROVAL OF AGENDA

Kevin MacCullough made a **motion** to accept the Agenda the motion was **seconded** by Candy Kitchen. The motion was carried.

ADOPTION OF PREVIOUS MINUTES

Debbie Cook made a **motion** to accept the May 18, 2016 minutes. The motion was **seconded** by Nira Hopewell. The motion was carried.

AUDITOR'S REPORT

The Audit was presented by Zaida Giron from MNP. She reported that everything was fairly presented. The agency has a healthy statement. Increase in net assets, increase in grant revenue. Expenses slightly increased as expected. She explained that not every transaction can be checked but felt the audit went well and thanked staff for their help.

Becky Bennett made a **motion** to accept the Auditor's Report prepared by MNP as presented the motion was **seconded** by Kevin MacCullough. The Motion was carried.

Original motion missed so via email Shaun Mann made a **motion** to appoint MNP to complete the 2017 audit. Motion **seconded** by Nira Hopewell. The Motion carried.

PRESENTATION: BIG SISTER BONNIE POTTER & LITTLE SISTER

Bonnie and Anna gave a presentation on their match and some of the activities they have done together.

ANNUAL REPORTS

PRESIDENT'S REPORT: presented by Elizabeth Robinow

EXECUTIVE DIRECTOR'S REPORT: presented by Erin Generous.

Volunteer Appreciation Awards

Elizabeth Robinow presented the President Award to: Nira Hopewell.

Erin Generous presented the Bob Honor Award to: Big Sister Bonnie Potter

Erin Generous presented Anna Baker with an appreciation award.

NOMINATIONS AND ELECTIONS, PRESENTED BY ERIN GENEROUS:

Elizabeth Robinow was up for re-election, Candy Kitchen made a **motion** to elect Elizabeth. The motion was **seconded** by Nira Hopewell. The Motion Carried.

Kevin MacCullough made a **motion** to elect Michael Youden to join the board of directors. The motion was **seconded** by Nira Hopewell. The Motion Carried.

Erin Generous called to the floor three times, hearing none.

BOARD OF DIRECTORS FOR 2017

President: Elizabeth Robinow

Vice President: Kevin MacCullough

Treasurer: Tony Jensen

Director: Nira Hopewell

Director: Shaun Mann

Director: Mike Youden

EXECUTIVE ELECTIONS

Tony Jensen motioned Elizabeth Robinow as President, the **motion** was **seconded** by Mike Youden. The motion was carried.

Elizabeth Robinow **motioned** Tony Jensen as Treasurer, the **motion** was **seconded** by Nira Hopewell. The motion was carried.

Nira Hopewell motioned Kevin MacCullough as Vice President, the **motioned** was **seconded** by Mike Youden. The motion was carried.

MEETING ADJOURNED

Kevin MacCullough **motioned** for adjournment; the motioned was **seconded** by Nira Hopewell

The meeting was adjourned at 6:55pm. All reports are available upon request.

PRESIDENT'S MESSAGE



President's Report 2018

If last year was 'eventful', this year is extraordinary!

Big Brothers Big Sisters of the Cowichan Valley is experiencing an unprecedented growth spurt. Our heads are still spinning. Our visionary and inexhaustible (sorry, Erin, but you make it seem true!!) Executive Director, Erin Generous, has led the organization through incredible changes this year. The most major change is that increased funding has made it possible to create a Program Coordinator position – in August of 2017, we welcomed Julie Pyon to our team.

Julie's work as Program Coordinator has supported the dramatic increase in the number of mentor applications for a variety of mentoring programs. The position has allowed the mentor application, screening and training to be streamlined, moving volunteers from the inquiry phase to matching in short order, resulting in more children being matched. Julie's background with marketing and public relations has been incredibly valuable as well, as her efforts have profiled the agency by delivering direct campaigns to bring awareness to the number of children in need of a mentor, particularly boys.

In addition to bringing on Julie, we've been able to expand the caseworker position and give our ED the breadth and flexibility she needs to meet the ever-increasing demands facing the organization during this age of expansion! We have also been lucky enough to enjoy the incredible skills provided by Lisa Horvath, our office administrator, who has been an invaluable addition to the staff.

We surpassed our funding goals this year due to the significant contribution of the inimitable Jennifer Barnes van Elk of Cowichan Inkwell. Our work with Jennifer goes beyond our engagement of her abilities as a professional grant-writer, and extends to her considerable efforts in advocating on behalf of the organization and promoting our interests to charitable giving groups. In particular, due solely to Jennifer's powerful advocacy, the 100 Women Cowichan Valley provided a grant of \$25,000.00 to BBBSCV for the purpose of recruiting male mentors. Thank you, Inkwell! Our gratitude is immeasurable!

All of this allows us to better fulfill the goals of the organization. To paraphrase our Constitution, we strive to maintain a social movement dedicated to the welfare of children, particularly those who are disadvantaged or at risk, and provide them with friendship, understanding, and guidance. Ultimately, we strive to boost our community's vulnerable children. We hope that by supporting these deserving children, they will gain the self-confidence, love and resilience they need to face the world and make our collective future brighter.

Thank you to our bright, engaged, and often hilarious Board, to our staff, to all our volunteers, our mentors, our Littles, and our members. Thank you, Erin. Thank you all.

Respectfully submitted,

Elizabeth L. Robinow, BAH, MSc, JD

EXECUTIVE DIRECTORS REPORT 2017

THANK-YOU VOLUNTEERS

Time is a precious gift and we are so grateful that our volunteers choose to share it with our organization and mentor children and youth in our community. Mentors, you inspire us with your generosity, connectedness, thoughtfulness, stories of friendship, and our favorite – your thoughts on how mentoring has impacted you just as much as your mentee! Thank you for your dedication, time, kindness, and heart, we are truly nothing without YOU!



PROGRAM GROWTH

It was a fantastic year of growth. The number of children served increased from 108 in 2016 to 138 children in 2017 which represents a 27% increase in the number of children served. Over the past two years our programming has grown 60% and we project another 15% increase in 2018.

NEW PROGRAM COORDINATOR POSITON

With increased funding the agency expanded our staff to include a new position and in September, we enthusiastically welcomed Julie Pyon as our new Program Coordinator. This position was essential in building a successful structure that would streamline volunteer recruitment, screening, and training, as well as manage the increasing capacity. The new position allowed for monthly orientation sessions which has been providing community members an opportunity to attend and learn more about mentoring. The processing of volunteer applications was evaluated and streamlined. Some new features were incorporated, such as Survey Monkey, for collecting mentor referrals during the screening phase. This exponentially shortened the time it takes to screen mentors. In addition, the position allows for agency profiling to increase visibility within our community and communicate the need for more male mentors. With a successful fall/winter campaign focused on male mentor recruitment, the campaign generated 13 male mentor inquiries. To help illustrate the significance of the campaign, there were a total of 13 male mentor inquiries in all of 2016.



FUNDRAISING INITIATIVES

In 2017 the Board of Directors continued with their initial investment in grant applications and 2017 provided supplementary success with Jennifer Barnes van Elk at Ink Well. With grant revenues remaining strong the agency was able to achieve their goals of increasing staff hours, expanding programs (group programs), as well as adding the Program Coordinator position. This year the agency also received an increase of program donations to assist with the above organizational movements. Island Ford, anonymous donors, and 100 Women Who Care Cowichan Valley added to the tremendous success of 2017.

Throughout the year we have a variety of fundraising initiatives that contribute to a successful year:

- Westjet Summer raffle
- Bowl For Kids Sake
- Clothing Donation program
- Tim Horton's Smile cookies
- Smile Cards from Thrifty Foods

The Fund Development Committee is working towards adding an additional fundraising initiative for 2018 as it takes numerous funding streams to grow a healthy organization.



VOLUNTEER RECRUTIMENT AND MARKETING

The 2017 Strategic Plan goal was successfully met in increasing the number of children served. In addition, the primary goal was to decrease the number of waiting children, in particular boys.

We have increased our agency presence at community events, we continue to grow our followers on social media platforms (Facebook and Twitter), and we are steadily increasing our e-newsletter subscribers. Growth in these areas helps us to share information around fundraisers and highlight amazing contributions from our sponsors, funders, and community supporters. We appreciate your support in sharing agency information which brings a greater awareness to our movement and the phenomenal impacts mentoring can make. We continue to implement our Marketing and Public Relations Plan in order to increase our community profile and attract more mentors.



PROGRAMMING REPORT 2017

SCHOOL BASED PROGRAMS

Children served: 47

Big Brothers Big Sisters of the Cowichan Valley is fortunate to have 7 Elementary School partnerships in School District 79, as well as 4 Secondary School partnerships. The In-School Mentoring program is offered at the following Elementary schools:

- Chemainus Elementary
- Alexander Elementary
- Khowhemun Elementary
- Tansor Elementary School
- Palsson Elementary
- Lake Cowichan Elementary
- George Bonner Elementary

The Teen Mentoring program is offered at the following partnership schools where students in grades 10-12 can participate in the In School mentoring program as a Teen Mentor:

- Cowichan Secondary
- Chemainus Secondary
- Frances Kelsey Secondary School
- Queen Margaret's School



In September 2017, Khowhemun Elementary transitioned from a Teen Mentoring school to Adult In-School mentoring. Since 2009 Queen Margaret's School has been a strong supportive partner, with many great matches between Little Buddies and Big Buddies. Due to timetable changes, the partnership concluded. QMS will be deeply missed as we have seen amazing young mentors, many of them international students, who brought many great benefits to the children at Khowhemun Elementary.

In School Mentoring is proudly sponsored by: **IslandSavings**

GROUP MENTORING

Go Girls children served: 53

Game On children served: 24

A total of four Go Girls sessions and five Game On sessions were held in 2017. Group based mentoring programs are offered in partnership with Elementary schools throughout SD 79. Each program consists of 7 weekly sessions (1.5 hours each session) around healthy bodies and healthy minds.

Game On and Girl Girls programs were hosted at:

- Khowhemun
- Alexander
- Chemainus
- Tansor Elementary



COMMUNITY PROGRAM

Children served: 14

Our Community program numbers continue to remain stable each year. We continue to strive to increase the number of male mentors. We saw an increase in male mentor applications this year resulting in one Big Brother match with several that were still in process/on hold at the end of 2017. Other male mentors screened joined the In-School mentoring program and the group program Game On.

EVENTS

Big Brothers Big Sisters of the Cowichan Valley is incredibly thankful for community members and local businesses that provide opportunities for our matches and families to connect and enjoy events and activities out in our community.

- Magic show Murray Hatfield and Teresa donated by Duncan Fire Department: 28 individuals participated.
- Lake Town Rock: 30 individuals attended and had a blast.
- Shriners Variety Show
- Two teams of Littles Brothers and Little Sisters joined Bowl For Kids Sake.
- Cowichan Capitals hockey season tickets donated by Mike and Jay Walsh for all our volunteers, matches, waiting Littles and their families.

On behalf of our volunteers, Littles and families, we want to thank you for your amazing generosity.



THANK YOU TO OUR BOARD OF DIRECTORS & COMMITTEE MEMBERS

Thank you to our Board and committee members who are actively engaged in supporting the goals and objectives established in our three-year Strategic Plan. During a year of growth, it took time, focus, and insight to move the agency in new directions allowing us to gain strength, increase capacity, and add a new staff position. With a dedication to the board recruitment plan, the agency achieved the goal of maintaining eight board members, with a total of 9 board members in 2017. It has been a pleasure to work with each and every one of you. Your time, compassion, and expertise is valued.

OUR WONDERFUL PROGRAM MENTORS

A huge THANK YOU to our amazing dedicated caring volunteers! You are the foundation of change in making a difference each time you connect with your Little Brother/Sister or Little Buddy. We cannot thank you enough for all your support, creativity, and passion for the program. In 2017, our volunteers donated 1,996 hours towards enriching the lives of a children.

IN SCHOOL MENTORS

Pip Woodcock
Melissa Oczkowski
Cherry Beckett
Amanda Dodd
Rita Cooper

Karleigh Malner
Chad Evans
Daphne Swift
Kim Girolami
Kristy

Nancy Janicki
Felicia Rubright
Candice Kitchen
Shane Gill



TEENS MENTORS

Gabby	Alexis	Emma
Murphy	Allie	Clair
Richard	Aila	Lauren
Jaleh	Taylor	Arrington
Maria	Kyra	Cassie
Tim	Emma	Larissa
Julia	Julienn	Aleah
Kelly	Kelly	Liberty
Fiona	Lily	Makyla
Nerissa	Brooke	Madison



COMMUNITY PROGRAM- BIG BROTHERS AND BIG SISTERS



Camilia Lockwood	Kayla Kulczycki
Julie Rosenthal	Adam Wilton
Bonnie Potter	Michelle Truitt
Cheryl Hughes	Daryl Truitt
Vlad Portik	Sean M
Connie Croteau	Kari M
Everett Dixon	Kristy Martin Hale
Trisha Stott	

THANK-YOU TO OUR GO GIRLS & GAME ON FACILITATORS

Erin Matthews	Rylee Keller	Tony Brown
Claudia Roberts	Melissa Oczkowski	Jason Mclean
Kali King	Athena Horwood	Shane Gill

THANK-YOU TO OUR BOARD OF DIRECTORS

President Elizabeth Robinow	Vice President Kevin MacCullough	Treasurer Tony Jensen
Secretary Michael Youden	Director Nira Hopewell	Director Shaun Mann
Director Ashly Gait	Director Hayley Picard	Director Corrine Richter

STAFF AT BIG BROTHERS BIG SISTERS



Erin Generous- Executive Director
Meghan Watkins- Caseworker
Julie Pyon – Program Coordinator
Lisa Horvath- Administrative Assistant
VIU Child and Youth Care Practicum Student Melissa Oczkowski
VIU Social Work Practicum Student Karissa Percival

BOWL FOR KIDS SAKE SPONSORS 2017

Match Sponsor: Shawnigan Lake School



Match Sponsor:
Island Ford



**ISLAND
SUPERSTORE**



Community Partner:
Island Savings

IslandSavings



Little's Team Sponsor

Tim Hortons

Little's Team Sponsor



**ISLAND
SUPERSTORE**



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Bow Mel Chrysler
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panago



THANK-YOU TO OUR INCREDIBLE SUPPORTERS – WE COULD NOT DO IT WITHOUT YOU!

Island Savings – In School Mentoring Partner \$20,000

IslandSavings

This year we proudly announce Island Saving a Division of First West Credit Union was presented with the Community Partnership award from Big Brothers Big Sisters of Canada. Congratulations Island Savings for your remarkable support for In-School mentoring programs here on Vancouver Island. Since 2012, 1,165 children have been matched with a caring, positive mentor on Vancouver Island. Island Savings Staff are **phenomenal** supporters, ten participated as mentors, one as a board member, five volunteered on Bowl For Kids Sake event day, Island Savings teams participated in the event, and nine Island Savings staff helped with Bowl For Kids Sake decorations as part of the “Days of Caring initiative”.

Special thank-you to Chris Waddell for all his support !



Tim Hortons

Tim Horton's – Smile Cookies



Over \$6,604 Smile Cookies were sold in September campaign with a donation of \$6,604 dollars donated to support mentoring programs. Nothing could make you SMILE more knowing these delicious cookies make a difference here in the Cowichan Valley. Thank-you Tim Horton's for your community support.

United Way Central & Northern Vancouver Island

Thank-you United Way Central & Northern Vancouver Island for your continued support in our School Base Mentoring programs.



United Way
Central & Northern
Vancouver Island



We appreciate YOU WestJet! Each year Westjet donates a round trip for two to any regular scheduled WestJet destination to assist us in raising funds to support our mentoring programs. 2017 raffle ticket initiative raised \$3280.00

Cowichan Valley Regional District



With funding of \$10,000 in 2017 the agency was able to expand staff hours for the Caseworkers position, with an increase of children served in 2017 this was warmly welcome to assist with the increased user population from the variety of mentoring programs.





Community Gaming

"We acknowledge the financial assistance of the Province of British Columbia"



Loblaw's

It was exciting to offer our very first afterschool Go Girls session in early 2017 at Drinkwater Elementary. Ten girls participated in seven sessions that focused on healthy Bodies Healthy Minds while increasing the confidence and self-awareness.



Supporting our group programs, Go Girls and Game On with active participation. With funds through ParticipACTION Teen Challenge helps to purchase equipment for group programs that focuses on Healthy bodies/healthy minds.



In late 2017, Big Brothers Big Sisters was 1 of 3 nominated at the 100 Women Who Care quarterly meetings. With a donation of \$22,500 this injection of funds was set into motion to assist with lowering the waitlist in particular for boys who face the longest wait times. With an effective marketing campaign near the end of 2017 and ongoing campaigns in 2018 results are being seen.

Home Depot



Early in the year we were excited with an opportunity to freshen up our office. A new coat of paint and storage solutions were the main focus of this project. New cabinets, and shelves unites have helped us to keep organized especially with the increase of group programs and all the wonderful supplies that are required to facilitate.



Island Ford



As part of Island Ford annual giving plan, Big Brothers Big Sister was one of the propitious chosen charities where Island Ford surprised Big Brother Big Sisters at the annual Bowl For kids

Sake fundraising event with a \$10,000 donation to support mentoring. Island Ford joined us on event day, bowling with two teams.



Hamber Foundation Thank you to the Hamber foundation for supporting our mentorship programs reaching new level of growth in 2017