



**Big Brothers
Big Sisters**
OF THE COWICHAN VALLEY

ANNUAL REPORT 2019



Igniting POWER and POTENTIAL



ANNUAL GENERAL MEETING
Tuesday July 28th, 2020 7:00pm

- 1. Welcome, Instructions and Introductions- Erin Generous**
- 2. Call to Order – Nira Hopewell**
- 3. Approval of Agenda - Nira Hopewell**
- 4. Adoption of Previous Minutes – Nira Hopewell**
May 4th, 2019
- 5. Auditor’s Report MNP –Zaida Giron**
- 6. Approval of Financial Statements – Tony Jensen**
- 7. Appointment of Auditor MNP- Tony Jensen**
- 8. Annual Reports**
Executive Director & Program Report - Erin Generous
- 9. Nominations and Elections - (Elections officer & Scrutineer) Erin Generous**
- 10. Adjournment – Nira Hopewell**

Next meeting of the board: August 18th, 2020

A brief meeting of the new Board of Directors will follow the Annual General Meeting.

***Due to COVID-19, Big Brothers Big Sisters will host the meeting virtually through the Zoom app platform. The meeting link will be sent to members through email one week in advance. The main host link will be facilitated through the Big Brothers Big Sisters office located at #217-80 Station Street Duncan BC V9L 1M4**

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

May 4th, 2019 held at Vancouver Island Motorsport Circuit, 4063 Cowichan Valley Hwy, Duncan BC

Present: Tony Jensen (Treasurer), Elizabeth Robinow (Chair), Nira Hopewell (Director), Kevin MacCullough (Director), Michael Youden (Vice Chair), Corrine Richter (Director) Shaun Mann (Director).

In Attendance: Erin Generous (Executive Director), Adara Mitchell (Caseworker), Julie Pyon (Program Coordinator), Debbie Campbell (Administrative Assistant), Leah Malone (Guest), Sheri-Lyn Goddard, (Practicum Student/Member), John Atsma (Member) Sheri Atsma (Member), Heather Kent (Guest), Chris Waddell (Island Savings), Murray Milne (In School Mentor/Member), Everett Dixon (Big Brother/Member), Brian Stott (In School Mentor/Member), Steve March (Big Brother/Member, Michele March (Guest), Derek Gibson (Big Brother/Member), Thomas George (Little Brother), Claudia Roberts (Go Girls Facilitator/Member), Melody Kassiri (In School Mentor/member, Lisa Hudson (Big Sister/Member), Selena Harrison (Little Sister), Zaida Giron (Auditor)

Regrets: Hayley Picard (Director), Luke Cuthbert (Big Brother/Member), Stephany Cuthbert (Big Sister/Member), Paula Foot, Gail Stroud, Katie McLeod (Practicum Student/Member), Brent Pinnell, Daphne Swift, Justin Pambrun , Matt Huotari, Mark Paetz, Bonnie Potter, Jennifer Kemp, Scott Harrison, Val & Anna (Parent & Little Sister), Sandra Agositini, Anita Carroll, Meagan Rimby (In School Mentor/Member), Vanessa Tremblett (Practicum Student/member)

Welcome/Introductions – Elizabeth Robinow

Call To Order by Elizabeth Robinow

This meeting was called to order at 10:50 a.m.

Approval of Agenda

Steve March made a motion to accept the agenda as presented MSC: Kevin MacCullough

Adoption of Previous Minutes

June 5th, 2018 Kevin MacCullough made a motion to adopt the June 5th, 2018 Annual General Meeting minutes. MSC: Mike Youden

Auditor's Report MNP- Zaida Giron

Approval of Financial Statements

Zaida Giron from MNP stated that the audit was similar to years past and offered a clean report. Zaida noted that CPA now requires more verbiage in the Audited Financials' Notes to Reader. She read out where these changes were. Zaida reported that there was a 70,000 increase in Grant Income and a corresponding increase in Program Expenses, providing an excess of \$5,595. Zaida also noted that there were 1,835 volunteer hours in 2018.

Tony Jensen made a motion to accept the Auditor's Report prepared by MNP as presented. MSC: Elizabeth Robinow

Appointment of Auditor MNP

Tony Jensen made a motion that MNP are hereby appointed auditors for the next year's financial statements and Annual General Meeting. MSC: Elizabeth Robinow

Presentations

Sheri-Lyn Goddard (In School Mentor) and Derek Gibson (Big Brother) shared their experiences as Mentors. Lisa Hudson and Selena (Big Sisters and Little Sister) shared their “Summer List of Activities”

Annual Reports

President’s Report

Executive Director’s Report

Nira Hopewell made a motion to adopt the above annual reports: President’s report presented by Elizabeth Robinow and the Executive Director’s report presented by Erin Generous. MSC: Michael Youden

Volunteer Appreciation Awards:

Elizabeth Robinow presented the President’s Award to Director Michael Youden.

Erin Generous and Adara Mitchell presented Certificates of Appreciation to: Sheri-Lyn Goddard, Brian Stott, Melody Kassiri, Murray Milne, Everett Dixon, Claudia Roberts, Lisa Hudson, Derek Gibson and Steve March.

Erin Generous presented Elizabeth Robinow flowers and thanks for leading the board and Big Brothers Big Sisters.

Nominations and Elections, presented by Erin Generous:

Up for re-election:

Elizabeth Robinow

Motion: Nira Hopewell

MSC: Shaun Mann

Michael Youden

Motion: Elizabeth Robinow

MSC: Tony Jensen

Up for election: None

Board of Directors for 2019

President – Mike Youden

Vice President – Nira Hopewell

Treasurer - Tony Jensen

Secretary – Elizabeth Robinow

Director – Kevin MacCullough

Director – Shaun Mann

Director – Hayley Picard

Director - Corrine Richter

Executive Elections

President – Mike Youden

Motion: Elizabeth Robinow

MSC: Nira Hopewell

Vice President – Nira Hopewell

Motion: Elizabeth Robinow

MSC: Mike Youden

Treasurer - Tony Jensen

Motion: Mike Youden

MSC: E. Robinow

Secretary – Elizabeth Robinow

Motion: Hayley Picard

MSC: Shaun Mann

Meeting Adjourned

Elizabeth Robinow adjourned the meeting at 11:29 a.m. Brian Stott made a motion to accept the adjournment of the meeting. MSC: Shaun Mann

All reports are available upon request.

MESSAGE FROM THE BOARD PRESIDENT AND EXECUTIVE DIRECTOR

Michael Youden

Board President



Erin Generous

Executive Director

Wow... what an incredible year!

In addition to all of the great things outlined in the 2019 Annual Report, Big Brothers Big Sisters of the Cowichan Valley adopted a new national Vision and Mission, underwent a brand transformation, and adopted a new Theory of Change.

Mission: To enable life-changing mentoring relationships to ignite the power and potential of young people

Vision: All young people realize their full potential

In September all agencies across Canada updated their digital presence with a fresh new look. The re-brand represents the power of three; the family, the organization, and the Big. These three players unite and forge a new path together. The simplest acts create the biggest impacts and these acts can ignite potential everywhere!

One of the most exciting changes of 2019 was the investment Big Brothers Big Sisters of Canada made in hiring the internationally renowned Search Institute to bridge research to practice by applying their Developmental Relationships Framework to our mentoring services. This is a big step toward living into our Theory of Change. With this work ahead in 2020 these new practices will bring updated informative training to our volunteers, updated frameworks on how matches connect and engage, as well as build stronger data collection and evaluation tools to help us better understand the powerful impacts of mentoring.

Locally, we are thrilled with these new directions. Implementing stronger supports and resources will enable our network to reach a deeper understanding of Developmental Relationships. This will help support children and youth to achieve social-emotional competency, positive mental health & wellbeing, and educational engagement.

Now that we are halfway through 2020, we can attest that the work implemented in 2019 has served as a strong foundation to assist the organization's ability to maneuver during the recent pandemic. This foundation has provided strength and direction to allow for response and flexibility as we pivot services and continue to provide enriching mentoring experiences for children and youth to support them in reaching their full potential.

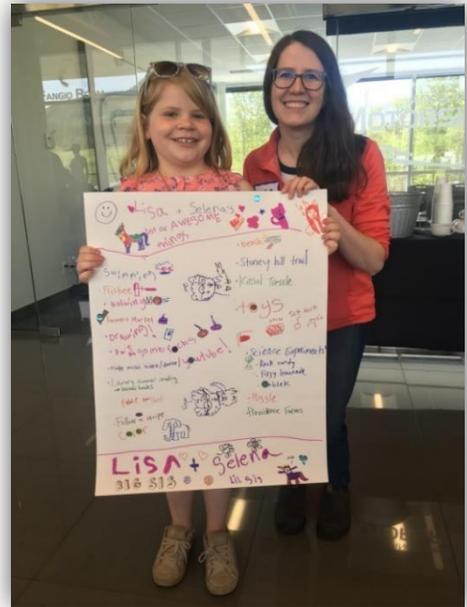
#Biggertogether

SUMMARY

2019 was the biggest year in the history of Big Brothers Big Sisters of the Cowichan Valley (BBBSCV)! This year we matched more children than ever before in our organization's history. As described within this report, this year we also carried out a number of ambitious initiatives that have significantly improved our services and amplified the impact of our work.

Our unprecedented achievements in 2019 are the direct result of community support. Without the generosity of the donors, sponsors, and volunteers who make our work possible, in 2019 alone over 200 vulnerable children in the Cowichan Valley would have missed out on a life-changing mentor.

Thank you to *everyone* who made 2019 a banner year for BBBSCV. We can't wait to see what we'll accomplish, *together*, in 2020!



INCREASED CULTURAL CAPACITY

A large percentage (approx. 40%) of the youth taking part in BBBSCV programs identify as Indigenous. In recognition of this, in 2019 (with support from a provincial civil forfeiture grant) BBBSCV undertook a series of activities intended to improve the cultural aptitude of our services. Over the past year, we have:

- Added mandatory cultural safety training to all volunteer and staff orientation training.
- Sent staff members to several workshops on First Nations culture, colonialism, and reconciliation.
- Incorporated traditional indigenous teachings into our group mentoring curriculum.
 - For example: In 2019, BBBSCV collaborated with the Cowichan Mental Health Association's Youth Outreach Team to integrate a "Mindful Wellness" workshop within our Go Girls! and Game On! sessions. Mindful Wellness is a stress-reduction workshop developed in consultation with Indigenous Elders and based on the medicine wheel.
- Approached Vancouver Island University's (VIU) Elder in Residence Marlene Rice about how to further develop our agency's cultural capacity. In 2020, we hope to work with both Elder Marlene Rice (VIU) and School District 79 (SD 79) District Elder Dolly Sylvester to:
 - Continue to develop/implement our mandatory cultural safety training for all program personnel (staff/volunteer mentors).
 - Hold/host ongoing cultural education workshops (e.g. Kairos blanket exercise).
 - Liaise with SD 79 Aboriginal Support Workers to support culturally appropriate service delivery within our partner schools.

In late 2019, BBBSCV began to work on a nationally (Big Brothers Big Sisters Canada) initiated shift towards a “developmental assets framework” of service delivery. This framework is a set of evidence-based guiding principles concerning “developmental relationships.” In a nutshell, this model will enable mentors to better understand and foster protective factors among vulnerable youth. Developmental assets are core values and capacities that are positively correlated with “thriving attitudes and behaviours” (e.g. connection to school/family, community values, cultural practices, achievement motivation, interpersonal skills, and self-esteem) - factors that have been proven to help children overcome adversity (adverse childhood experiences - ACEs) and develop resilience. Going forward, this developmental relationships/assets-based theory of change will be used to guide specific, measurable mentoring interventions that more effectively “tip the scales” towards positive outcomes. More to come on this new theory of change in 2020!

Big Brothers Big Sisters

OUR MISSION To enable life-changing mentoring relationships to **ignite** the power and potential of young people

WHO DO WE SERVE?
 Young people who face adversity AND are in need of an additional consistent and supportive **Developmental Relationship***

HOW DO WE IGNITE POTENTIAL?

- » By intentionally **recruiting** based on the needs of a community's young people
- » By **matching** young people with a **professionally screened** volunteer mentor
- » By **monitoring and supporting** that match with a professional caseworker
- » By **training and supporting** the mentor, the mentee and the family
- » By **building a Developmental Relationship** between the mentor and the mentee that: Expresses Care; Challenges Growth; Provides Support; Shares Power; and Expands Possibilities
- » By **graduating** the match relationship towards natural support

WHAT IS THE IMPACT?
 Young people graduate our programs with **measurable outcomes**:

SOCIAL EMOTIONAL COMPETENCE	MENTAL HEALTH & WELLBEING	EDUCATIONAL ENGAGEMENT & EMPLOYMENT READINESS
<ul style="list-style-type: none"> » Relationship skills » Social awareness » Responsible decision-making » Self-management » Self-awareness 	<ul style="list-style-type: none"> » Positive identity » Mental wellness » Social inclusion & empowerment 	<ul style="list-style-type: none"> » School connectedness » Commitment to learning » Enhanced constructive use of time

THEORY OF CHANGE

OUR VISION All young people realize their **full potential**

* "Developmental Relationships Framework" © 2018 Search Institute, Minneapolis, MN. www.search-institute.org

UPDATED RISK-ASSESSMENTS

BBBSCV uses a risk-assessment criteria as part of our referral/enrollment process. This helps us to understand as much as possible about the unique needs of each child we serve, and ensures priority placement for our most vulnerable children. Over the past year, we have made several improvements to our risk-assessment criteria:

- Due to privacy/information sharing concerns, during the 2019-20 school year BBBSCV anonymized the child information collected by our agency. This information is now separated from any identifying information within BBBSCV program records. This anonymity allows BBBSCV to collect more robust data with fewer inter-organizational privacy concerns.
- We are in the process of integrating Adverse Childhood Experiences (as part the developmental relationships/assets framework described under “New Theory of Change”) as primary risk-factors within our risk-assessment criteria and referral process. This will enable BBBSCV to better identify and target youth impacted by adversity (i.e. children “at risk” of future negative outcomes including social isolation/conflict, disconnection from school/community, mental health challenges, and anti-social/delinquent/criminal behaviour) who could benefit from a developmental relationship.



SENIOR ENGAGEMENT

This year BBBSCV also received funding from the federal government under the New Horizons for Seniors Program to carry out an outreach campaign intended to engage and recruit more senior volunteers. The goal of this project was to encourage more seniors to volunteer within BBBSCV’s Seniors for Kids initiative (a component of our school-based mentoring services that matches children in grades 2-7 with senior volunteers). This initiative will continue into 2020, recruiting a target of 15-20 senior mentors. In March of 2019, BBBSCV had the opportunity to meet with the Honourable Filomena Tassi (Minister of Seniors) on-site at a partnering school location to promote the Seniors for Kids initiative. Minister Tassi and BBBSCV staff met with mentors and mentees to discuss how BBBSCV’s work supports beneficial intergenerational relationships in the Cowichan Valley.



PRACTICUM PLACEMENTS

BBBSCV hosted 2 practicum students in 2019, one from Vancouver Island University pursuing a degree in Child and Youth Care and one from the University of Victoria pursuing a degree in Social Work. These students:

- Mentored children directly through one-on-one school based matches (in-school mentoring).
- Facilitated group mentoring sessions (Game on! and Go Girls!).
- Assisted with administration and case coordination duties such as intake, matching, and match monitoring (case supervision).

In addition, each practicum student worked with BBBSCV staff to champion a legacy project. This year's practicum students created:

- 1) A cultural awareness activity that was integrated into the Go Girls! group mentoring curriculum.
- 2) A multi-cultural 'ice-breaker' activity that can be used by one-on-one school-based matches (inclusive of in school mentoring, teen mentoring, and seniors for kids matches).

PARTNERSHIPS

In 2019 BBBSCV created new school partnerships with Discovery Elementary (Shawnigan Lake) and Crofton Elementary (Crofton) and initiated partnership negotiations with Alex Aiken Elementary (Duncan) and Duncan Christian School (Duncan). The Memorandums of Understanding (MOUs) are expected to be finalized with Alex Aiken and Duncan Christian School in early 2020. These 4 new partnerships will expand BBBSCV's school-based mentoring services to more priority neighbourhoods in the Cowichan region.

With funding from Coast Capital Community Savings, in 2019 BBBSCV ran a second pilot integrating Junior Achievement BC's "Dollars with Sense" initiative within a session of Go Girls! This collaboration took place at Lake Cowichan School. This collaborative approach introduced the concepts of money management and financial literacy promoted by Dollars with Sense alongside the core Go Girls! curriculum promoting healthy bodies and healthy minds.

This year BBBSCV partnered once again with the Island Savings Community Crew (a youth ambassador program for local high school students) to deliver summer sessions of our Go Girls! and Game On! group mentoring program. These summer sessions offer an intensive, abbreviated format (3 hrs/day, 2 days/week x 4 weeks vs. 1.5 hrs/day, 1 day/week x 7 weeks) that works better for busy summer schedules. Island Savings Community Crew members served as the leaders for both summer group mentoring sessions.



Summer Go Girls! participants with members

PROGRAM EXPANSION



Over the past year, BBBSCV increased the number of children served from 148 (2018) to 204 (2019), an overall growth of 37%! In order to support this expanded scope, BBBSCV hired a new part-time Mentoring Coordinator, ran 4 additional sessions of group mentoring (a total of 14 in 2019 vs 10 in 2018), and recruited/trained/matched 37 new mentors (67% more mentors than 2018)! The number of mentoring hours delivered in 2019 also grew by approximately 18.5% between 2018 and 2019, with 2019 seeing an extra 315 mentoring hours.

IMPROVED REFERRAL AND EVALUATION PROCEDURES

In 2019, BBBSCV continued to improve our referral materials/processes and data collection/evaluation tools. Over the past year, BBBSCV anonymized and improved our school-based mentoring risk-assessment materials (see “Updated Risk Assessments”), and made several improvements to our evaluation process in order to more accurately measure the efficacy of our mentoring interventions. BBBSCV continues to utilize a developmental evaluation approach whereby we are committed to the continuous innovation of our program (and the evaluation practice itself) in response to our shifting environment and the emergent needs of our community.

ACCREDITATION

In the fall of 2019, BBBSCV underwent our national (Big Brothers Big Sisters Canada) accreditation process. All regional BBBS agencies must renew their accreditation every 5 years (there is an interim report process every 2.5 years). Accreditation is an intensive procedure that:

- a) Ensures consistent, quality service provision across all agencies.
- b) Confirms that regional agencies are meeting stringent national standards.
- c) Provides participating organizations with an opportunity to develop strengths, address challenges, and share/learn best practices.

During the accreditation process:

- a) Staff, board directors, and stakeholders (e.g. funders, partners, etc.) are surveyed and/or interviewed.
- b) Case files, personnel records, and internal policies/procedures are submitted and/or reviewed.
- c) A 2-day site visit is conducted (carried out by a nationally certified “Lead Accreditor”).

In order for the agency to “pass” the accreditation process, the agency must be deemed 100% compliant in 2 components: 1) service delivery, and 2) organization management. In 2019, BBBSCV successfully completed the onsite review component. The remaining accreditation activities will be completed by June 2020.

ORGANIZATIONAL HEALTH AND VITALITY ASSESSMENT

Each year Big Brothers Big Sisters Canada sends its agencies an Organizational Health and Vitality Assessment (OHVA) profile report. This report is based on each agency's Canada Revenue Agency charity return (T3010) and supplemental data derived from program statistics and engagement surveys. Essentially, the OHVA profile report helps BBBSCV assess our performance against other BBBS agencies across Canada.

We are pleased to report that in 2019, BBBSCV not only met national standards, but excelled in many aspects of our OHVA profile report. BBBSCV achieved above-average results in almost every applicable indicator and achieved notable (outstanding) results in the categories of fundraising efficiency (18.2% vs the industry standard of 35% or less), market penetration - i.e. percentage of potential clients served (8.1% vs BBBS agencies' average of 2.5%), and income independence (36.5% vs the industry standard of 75% or less).

CONCLUSION

BBBSCV wishes to thank all of the individuals, families, community partners, and supporters who made 2019 a tremendous year of growth and positive change within our organization.

SUCCESS STORIES

Go Girls! Participants:

"I absolutely love the cool girls! Our camp leaders were awesome they were very encouraging, they were really good at listening and giving us advice. I would love to do it again if I had the opportunity. And I like that the leaders made it in a safe place for all of us to express our feelings."



"I got to participate in Go Girls this year at my school! The best part of Go Girls was getting to meet new friends. I learned that it's important to have a balanced diet before doing physical exercise. When I eat well, I then have lots of energy to be active. It's important to be a leader and part of your job is to be responsible and kind. Being kind and letting others join in is important to me. Learning about ways to keep active has helped me to be healthy."

OUR WONDERFUL PROGRAM MENTORS

Thank you to all our mentors who are committed to supporting, challenging, empowering the children and youth in our various mentoring programs. We are inspired and motivated by you each and every day for your compassion, thoughtfulness and support. Through you, we see children and youth taking new steps, making positive choices, strengthening their voice, and learning more about themselves and the world around them.

In 2019, our volunteers donated an incredible 2550 hours towards enriching the lives of children in our community!

IN SCHOOL MENTORS

Pip Woodcock	Heather Mitchell	Andrea Dunkley
Felicia Rubright	Melody Kassiri	Katie McCloud
Kim Girolami	Camille Mitchell	Erin Hogstead
Melissa Oczkowski	Vanessa Tremblett	Wendy Patel
Simon Kuhl	Murray Milne	Laura Pigott
Bev Davy	Silvia Mera Dinaz	Jean Saville
Shane Gill	Travis Peterson	Donald MacGregor
Sheri-Lyn Goddard	Dian Chang	Gladys Javorsky
Brian Stott	Carol Heino	
Paula Foot	Janet Ego	

TEENS MENTORS

Larissa Grymaloski	Aletta Biemond	Carman Mo
Matthew Simpson	Maria Moutou	Jennifer Green
Samantha Funk	Jolie Wu	Brynn Birtwistle
Vittoria Ianeselli	Catherine Yuan	Eilidh Brown
Emily Apps	Yunqi Lui	Taylor McKee
Wren Burdge Sjolie	Taryn Neligan	Teagan Kropp
Madeline Swain	Madoka Morikawa	Ayaka Tatematsu
Katia Bannister	Mary MacWatt	Bailey McMillian
Fiona Grant	Cecilia Xia	Emily Swain

COMMUNITY PROGRAM- BIG BROTHERS AND BIG SISTERS

Camilla Lockwood	Lisa Hudson
Connie Croteau	Megan Rimbey
Cheryl Hughes	Andrew Wedge
Everett Dixon	Stepheny Cuthbert
Michelle Truitt	Luke Cuthbert
Adam Wilton	Tara Brooks
Bill Hibberd	Tyler Scammell
Joanna Hibberd	Aaryn Bradley
Derek Gibson	Kevin Hossack
Steve March	



GO GIRLS & GAME ON FACILITATORS

Derek Wilson	Vanessa Tremblett	Claudia Roberts
Dereck Mildenstein	Laura McIntyre	Candyce Nowak
Keiran Klettke	Katie McLeod	Erin Hogstead
Melody Kassiri	Megan Rimbey	Rylee Keller
Erinn Roll	Katelyn Parsons	

BOARD OF DIRECTORS

President Michael Youden
Secretary Elizabeth Robinow
Director Hayley Picard

Vice President Nira Hopewell
Director Kevin MacCullough
Director Corrine Richter

Treasurer Tony Jensen
Director Shaun Mann

STAFF



Erin Generous – Executive Director
Julie Pyon – Program Coordinator
Adara Mitchell – Mentoring Coordinator
Sheri-Lyn Goddard – Mentoring Coordinator
Marlene Olafson – Administrative Assistant

Sheri-Lyn Goddard – VIU Child and Youth Care Practicum Student
Vanessa Tremblett – VIU Social Work Practicum Student
Katie McCleod – UVIC Child and Youth Care Practicum Student
Erin Hogstead – VIU Child and Youth Care Practicum Student



“We make a living by what we get, we make a life by what we give.”

-Winston Churchill

BOWL FOR KIDS SAKE SPONSORS 2019

COMMUNITY PARTNER

Island Savings



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Shawnigan Lake School



Island Ford



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Thrifty Foods
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Drillwell
Cowichan Valley Automobiles
Sands Funeral Chapel
Island Return it
Dairy Queen
Isherwood Body and Fender

Stone Pacific
Vancouver Island Motorsport
Circuit
Iris Dr. Karen McClinchey
Island Gold



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

Island Savings	
Tim Hortons	
WestJet	
Civil Forfeiture	
Community Gaming	 <p><i>"We acknowledge the financial assistance of the Province of British Columbia"</i></p>
Island Ford	
New Horizons	 <p>This project is funded in part by the Government of Canada's New Horizons for Seniors program.</p>

<p>Coast Capital Savings</p>	
<p>Duncan Dabber Bingo Society</p>	
<p>United Way Central & Northern Vancouver Island</p>	
<p>Cowichan Valley Regional District</p>	
<p>Loblaw's Companies Limited</p>	
<p>Canadian Tire Jumpstart</p>	
<p>Hamber Foundation</p>	
<p>Thrifty Foods Smile Card</p>	