



2018 Annual Report

West Central Community Program



2018 Annual General Meeting

May 17, 2018, 2018 5:15PM

Wellington School

690 Beverly Street

1. Adoption of Minutes
2. Acceptance of Agenda
3. Chairperson's Report
4. Executive Director's Report
5. Treasurer's Report
6. Acceptance of Audit
7. Motion for Next Year's Auditor
8. Presentation of Board of Directors
9. Presentation of Staff
10. Board Member Service Appreciation
Ken Lee – 1989-2017
Lynne Sommerville – 1995-present
11. Other Business
12. Motion to Adjourn

West Central Community Program
Minutes of the Annual General Meeting (AGM)
May 1st, 2017

Location: Greenway School 390 Burnell Street

Present: Ernest Kwan (Co-Chairperson), Siobhan Faulkner (Co-Chairperson), Ariel Anciano (Treasurer), Lynne Somerville, Ken Lee, Irelan Mendiola

Staff: Kerris Chinery, Jenny Tran, Cory Klassen, Tanisha Roberts, Cody Dietrich, Kyler Harper

Meeting started at 17:40 pm

1. **Motion of Acceptance of the Minutes of the Annual General Meeting of 2016.** Moved by Lynne, Seconded by Ariel - Carried.

2. **Motion of Acceptance of Agenda.** Moved by Cyril, Seconded by Ken. - Carried

3. **Chairperson's Report.** Presented and moved for acceptance by Ernest, Seconded by Lynne.

4. **Executive Director's Report** presented by Kerris. Moved by Ernest, Seconded by Lucy Schnaider.

5. **Treasure's Report.** Presented and moved for acceptance by Ariel. Seconded by Ernest

6. **Acceptance of Audit.** Presented and moved for acceptance by Ariel, Seconded by Lynne.

7. **Motion for acceptance of Osborne Accounting Group LLP for this coming year auditors.** Moved by Ariel, Seconded by Ken.

8. **Presentation of Board of Directors:** Ernest Kwan, Siobhan Faulkner, Ariel Anciano, Lynne Somerville, Ken Lee, Irelan Mendiola

Ernest motions Jay Singh as a member of the Board of Directors of WCCP, effective immediately. Carried

Ernest motions Suzanne Mole as a member of the Board of Directors of WCCP, effective immediately. Carried

Ernest motions Kate Mcneil as a member of the Board of Directors of WCCP, effective immediately. Carried

Ernest Kwan has resigned as the Chairperson for the Board of Directors for WCCP, effective immediately. Carried


9. Presentation of Full Time Staff: Kerris Chinery, Jenny Tran,

10. Presentation of Part Time Staff: Cory Klassen, Tanisha Roberts, Cody Dietrich, Kyler Harper

11. Volunteer Recognition: Kaw Kaw, Ted Bito-On

12. Other Business

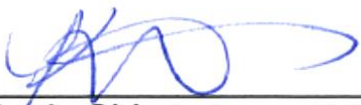
13. Motion to Adjourn, moved by Ernest, Seconded by Cyril



Ernest Kwan, *SMore for*
Chairperson WCCP



Dated



Kerris Chinery,
Executive Director, WCCP



Dated



Chairperson's Report

Time has passed quickly in my first year as Chair of the West Central Community Program. I feel blessed to be a part of the beautiful West End Community. I am inspired by the kindness and resiliency of its people, and by the smiles of the children we serve each day.

This has been a strong year as the program has continued to be a constant at Wellington, John M. King and Greenway schools. It has also been a year of amazing events as we also celebrated our 40th anniversary!

I would like to thank WCCP's full-time staff, Kerris and Jenny, for their contributions over the past year. Their commitment to the program, its students and its staff are amazing. This year was one of great accomplishments as Kerris and Jenny were successful in acquiring over \$82,653.65 in grants..... that is unprecedented and allows us to relax (a little bit) and focus on building strong programs and relationships with the children and families in our schools.

The quality of programming would also not be possible without the support of WCCP's part-time staff. Thank you to Cory Klassen, Tanisha Roberts, Cody Dietrich, Kyler Harper, Gwen VanderVeen, Serena Catcheway....– you are an asset to the organization. I also want to thank all of the Junior Volunteers and those who volunteer as part of the DMCI student volunteer program. The commitment of your time helps to ensure the program's success.

The partnerships with Wellington, John M. King and Greenway schools are fundamental to the program's success and we are blessed to work in such amazing school communities. Thank you to the administration and teachers from these schools in supporting WCCP.

I would also like to thank all of the funders- big and small who have identified the importance WCCP has to offer to the youth and families of the West Central community. A special thank you to the United Way for being a partner along this journey for so many years and to Weston Bakeries for making us their charity of choice again this year.

Lastly, I would like to thank my fellow Board members for all the time they volunteer for the program. We are in a time of new beginnings with the Board, as some existing members have retired after many years and new members have joined. My sincere thanks to those members who are moving on; I wish you the best of luck in your future endeavours and hope that you will join us at our Annual General Meetings year over year.

I would especially like to acknowledge Ken Lee for his 28-year commitment to the Board, as well as Lynne Somerville for her 22 years of service. Your experience and dedication are commendable.

Suzanne Mole, WCCP Chairperson



Executive Director's Report

During my second year as WCCP's Executive Director and my 17th year with the Organization, I had the privilege of celebrating WCCP's 40th Anniversary surrounded by many whom WCCP has impacted over the years.

WCCP Staff often get caught up in day to day operations, working hard to ensure we provide quality programs for the children in this community. We often don't take the time to reflect on the impact our work has on or the difference we make and have made to so many children over the years. Observing 40 years of smiles through pictures, displays and presentations at the 40th Anniversary celebration served as a reminder as to why we do the work that we do and why it's so very important.

Even though finding funding for quality staffing has been a challenge, WCCP had both a successful year financially as well as with its programs. During 2017, WCCP was able to reach 396 individual children for 8092 visits to 253 regular after school program sessions. Our programs during July and August saw 33 individual children over 45 visits.

An organization is only as extraordinary as its people. I would like to express my heartfelt appreciation to the entire WCCP team; WCCP's Associate Director Jenny Tran and Program Manager Cory Klassen for their commitment to WCCP's mission. To the Program Facilitators, Tanisha, Cody, Kyler, Gwen and Serena, thank you for committing to the children of the West Central area and choosing to provide them with a positive role model and mentor each day at our programs.

I would also like to thank WCCP's Board of Directors for their role in ensuring that WCCP remains committed to its Vision and Mission.

I would like to thank our Stakeholders, Funders, Colleagues, Agency Partners, John M. King, Greenway and Wellington Schools and the Families of the West Central Area for their continued support of our Organization and its programs.

Finally to the children of the West Central area, thank you for attending our programs, for letting us be a part of your lives and allowing us to expand your horizons. WCCP is working hard to provide you with activities and opportunities to develop your Leadership capabilities. You are always welcome to come back to our programs and connect through volunteering or just for a visit.

Kerris Chinery, WCCP Executive Director

Treasurer's Report

I am pleased to present the treasurer's report for the calendar year ended December 31, 2017. The WCCP demonstrated strong fiscal management and exceeded expectations in relation to fundraising performance.

Statement of Financial Position

Cash increased by \$9,170 from 2016 to 2017 due to a few factors. Accounts receivable increased by \$26,883 which was offset by an increase in deferred income of \$29,649. The increase in deferred income is due to new, large funders in the year including \$20,000 from Telus that will be used and recognized in the coming year.

Net Assets also increased by \$813 or 4% versus last year due to changes in the income statement that are discussed below.

Both accounts receivable and deferred income had increases of approximately \$29k. These increases can be attributed to an increase in funding from various sources.

Statement of Revenues and Expenditures

Total Revenues increased by \$2,045 or 1 percent over last year. However, Operating Expenses also increased by \$3,259 or 2 percent for the same period which resulted in a lower excess of revenues over expenses in the year

Utmost gratitude is extended to the following funders and organization who supported WCCP in 2017:

- United Way of Winnipeg
- The Winnipeg Foundation
- Province of Manitoba - Lighthouses
- Province of Manitoba - Urban Green Team
- Spence Neighborhood Association
- George Weston Limited
- Telus
- Essential Needs—United Way & Richardson Foundation
- Manitoba Community Services Council
- DMSMRI
- Youth Agencies Alliance
- City of Winnipeg

Lastly, I would like to thank Kerris Chinery and Jenny Mark for their commitment and dedication in maintaining sound financial information and continuous efforts to help WCCP grow.

Quinn Lawrence, WCCP Treasurer

Rawluk & Robert

CHARTERED PROFESSIONAL ACCOUNTANTS

INDEPENDENT AUDITOR'S REPORT

To the Members of West Central Community Program Inc.

We have audited the accompanying financial statements of West Central Community Program Inc., which comprise the statement of financial position as at December 31, 2017 and the statements of revenues and expenditures, changes in net assets and cash flow for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these 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.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.


An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of West Central Community Program Inc. as at December 31, 2017 and the results of its operations and its cash flow for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Winnipeg, Manitoba
March 14, 2018


Rawluk & Robert Chartered Professional Accountants Inc.
Chartered Professional Accountants

WEST CENTRAL COMMUNITY PROGRAM INC.

Statement of Financial Position

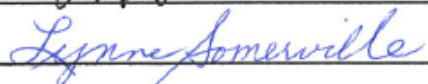
December 31, 2017

	2017	2016
ASSETS		
CURRENT		
Cash	\$ 45,371	\$ 36,201
Term deposits (Note 5)	5,741	10,598
Accounts receivable (Note 4)	32,018	5,135
Prepaid expenses	439	548
	<u>83,569</u>	52,482
PROPERTY, PLANT AND EQUIPMENT (Net of accumulated amortization)	1	1
LONG TERM INVESTMENTS (Note 6)	<u>10,696</u>	10,436
	<u>\$ 94,266</u>	<u>\$ 62,919</u>
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable and accrued liabilities	\$ 7,233	\$ 6,348
Deferred income (Note 7)	65,333	35,684
	<u>72,566</u>	42,032
NET ASSETS	<u>21,700</u>	20,887
	<u>\$ 94,266</u>	<u>\$ 62,919</u>

ON BEHALF OF THE BOARD



Director



Director

The accompanying notes are an integral part of this statement

WEST CENTRAL COMMUNITY PROGRAM INC.
Statement of Revenues and Expenditures
Year Ended December 31, 2017

	2017	2016
REVENUES		
Grants (<i>Note 8</i>)	\$ 185,448	\$ 183,608
Donations	1,761	1,254
Fundraising	1,014	1,598
Interest from other sources	446	164
	<u>188,669</u>	<u>186,624</u>
EXPENSES		
Activities and supplies	13,756	9,446
Advertising and promotion	256	-
Bank charges	77	52
Employee benefits	12,693	13,234
GST	546	497
Insurance	2,339	2,175
Office	9,286	12,571
Professional fees	4,387	5,518
Rental	4,454	4,335
Salaries	135,398	132,129
Staff and board appreciation	486	425
Telephone	1,348	1,106
Travel	2,830	3,077
Volunteer - Adult and Junior	-	32
	<u>187,856</u>	<u>184,597</u>
EXCESS OF REVENUES OVER EXPENSES	<u>\$ 813</u>	<u>\$ 2,027</u>

WEST CENTRAL COMMUNITY PROGRAM INC.
Statement of Changes in Net Assets
Year Ended December 31, 2017

	2017	2016
NET ASSETS - BEGINNING OF YEAR	\$ 20,887	\$ 18,860
EXCESS OF REVENUES OVER EXPENSES	813	2,027
NET ASSETS - END OF YEAR	\$ 21,700	\$ 20,887

WEST CENTRAL COMMUNITY PROGRAM INC.

Statement of Cash Flow

Year Ended December 31, 2017

	2017	2016
OPERATING ACTIVITIES		
Excess of revenues over expenses	\$ 813	\$ 2,027
Changes in non-cash working capital:		
Accounts receivable	(26,883)	17,614
Accounts payable and accrued liabilities	885	(221)
Deferred income	29,649	(3,068)
Prepaid expenses	109	(18)
	<u>3,760</u>	<u>14,307</u>
Cash flow from operating activities	<u>4,573</u>	<u>16,334</u>
INVESTING ACTIVITIES		
Term deposits	4,857	(146)
Long term investments	(260)	8
	<u>4,597</u>	<u>(138)</u>
Cash flow from (used by) investing activities	<u>4,597</u>	<u>(138)</u>
INCREASE IN CASH FLOW	9,170	16,196
Cash - beginning of year	<u>36,201</u>	<u>20,005</u>
CASH - END OF YEAR	\$ 45,371	\$ 36,201

WEST CENTRAL COMMUNITY PROGRAM INC.

Notes to Financial Statements

Year Ended December 31, 2017

1. ECONOMIC DEPENDENCE

The major source of revenue for the organization is provided by grants from the United Way of Winnipeg. The discontinuance of these grants would endanger the ability of the organization to continue as a going concern. The current funding agreement expires December 31st, 2019.

2. PURPOSE OF THE ORGANIZATION

West Central Community Program Inc. (the "Organization") is a not-for-profit organization incorporated provincially under the Corporations Act of Manitoba. As a registered charity the Organization is exempt from the payment of income tax under Section 149(1) of the Income Tax Act.

The Organization operates to promote and develop the general well being of the children and families in the West Central area of Winnipeg through appropriate recreational, community development and outreach programs.

3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNFPPO).

Cash and short term investments

Short-term debt securities purchased with maturity of three months or less are to be classified as cash equivalents.

Investments

Short term investments, which consist primarily of commercial paper with original maturities at date of purchase beyond three months and less than twelve months, are classified as held for trading and carried at fair value which approximates cost.

Capital assets

Purchase of capital assets are charged to expense in the year of acquisition. Major categories of such accumulated assets included office equipment and certain recreational equipment used in the organization's operations. Capital assets are referenced as a nominal amount on the balance sheet. During 2017 \$2,993 (2016 \$6,668) was spent on capital expenditures.

Contributed services

The operations of the organization depend on both the contribution of time by volunteers and donated materials from various sources. The fair value of donated materials and services cannot be reasonably determined and are therefore not reflected in these financial statements.

(continues)

WEST CENTRAL COMMUNITY PROGRAM INC.

Notes to Financial Statements

Year Ended December 31, 2017

3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Measurement uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

Revenue recognition

West Central Community Program Inc. follows the deferral method of accounting for contributions.

Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Endowment contributions are recognized as direct increases in net assets.

Restricted investment income is recognized as revenue in the year in which the related expenses are incurred. Unrestricted investment income is recognized as revenue when earned.

Financial instruments policy

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

4. ACCOUNTS RECEIVABLE

	<u>2017</u>	<u>2016</u>
Program revenues	\$ 31,443	\$ 4,584
Accrued interest	29	54
GST Recoverable	-	497
	<u>\$ 31,472</u>	<u>\$ 5,135</u>

5. TERM DEPOSITS

	<u>2017</u>	<u>2016</u>
12-M GIC, 1.35% maturing August 13, 2017	\$ -	\$ 10,598
12-M GIC, 1.30%, maturing on August 13, 2018	5,741	-
	<u>\$ 5,741</u>	<u>\$ 10,598</u>

WEST CENTRAL COMMUNITY PROGRAM INC.

Notes to Financial Statements

Year Ended December 31, 2017

6. LONG TERM INVESTMENTS

	<u>2017</u>	<u>2016</u>
Ethical Balanced Bond Fund NL - 587.750 units	\$ 6,032	\$ 5,944
Ethical Balanced Fund Series A NL - 398.055 units	4,664	4,492
	<u>\$ 10,696</u>	<u>\$ 10,436</u>

Long term investments are stated at market value.

7. DEFERRED CONTRIBUTIONS

	<u>2017</u>	<u>2016</u>
George Weston Program Grant	\$ 19,254	\$ 14,326
Manitoba Community Services Council	10,000	37
Province of Manitoba - Lighthouse Program	6,955	7,069
The Winnipeg Foundation	1,532	5,920
United Way of Winnipeg	6,250	8,332
Telus	20,000	-
Youth Agencies Alliance	1,342	-
	<u>\$ 65,333</u>	<u>\$ 35,684</u>

8. GRANT REVENUE

	<u>2017</u>	<u>2016</u>
United Way of Winnipeg	\$ 139,232	\$ 139,575
The Winnipeg Foundation	9,208	4,186
Province of Manitoba Lighthouse Program	12,114	11,813
Province of Manitoba - Urban Green Team	7,364	5,627
Spence Neighborhood Association	4,000	2,000
George Weston	5,782	5,326
Essential Needs	2,994	-
Manitoba Community Services Council	36	10,434
DMSMRI	900	2,300
Rotary Leadership Project	2,060	2,347
Youth Agencies Alliance	1,658	-
City of Winnipeg per Capital Grant	100	-
	<u>\$ 185,448</u>	<u>\$ 183,608</u>

WEST CENTRAL COMMUNITY PROGRAM INC.
Notes to Financial Statements
Year Ended December 31, 2017

9. FINANCIAL INSTRUMENTS

(a) Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the Organization manages exposure through its normal operating and financing activities. The Organization is exposed to interest rate risk primarily through its floating interest rate bank indebtedness and credit facilities.

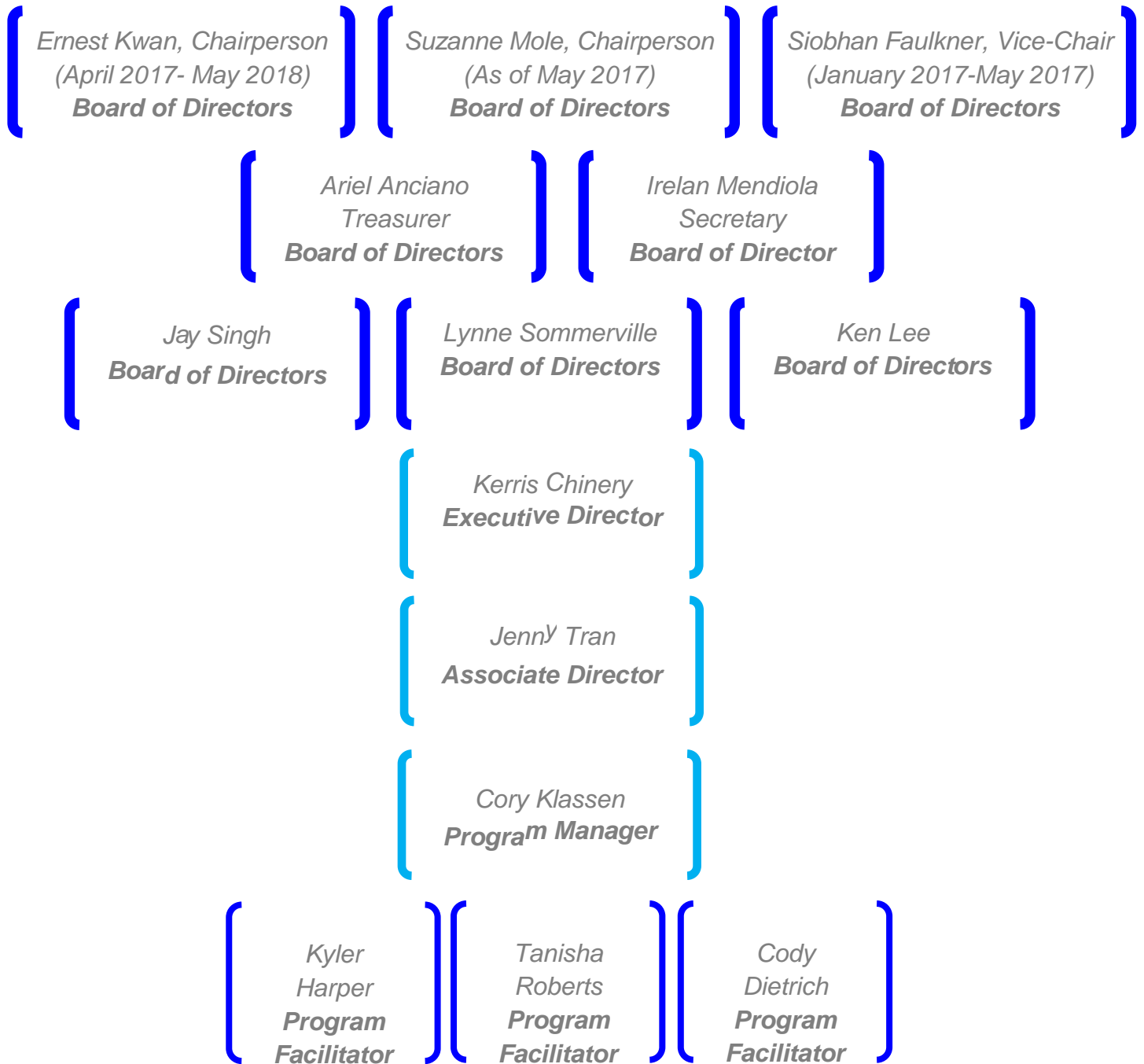


WCCP's 40th Anniversary Celebration



WCCP celebrated its 40th Anniversary on February 24, 2018. WCCP Staff and Board Members planned an amazing event where past employees, former/current participants, community members, politicians, Funders, Agency Partners and Stakeholders gathered to look back on the success of the organization. The evening's dinner was catered by Spence Neighborhood Association's Youth Crew and a wonderful door prize was donated from Mordens, a local business in the West Central area. WCCP was fortunate to have the DelosSantos family attend and speak about the past, present and future impact the organization has had on their family. All five siblings have attended and/or volunteered at WCCP's After School and summer programming.





Meet the WCCP Team