



# East Hants Family Resource Centre

“Supporting Families to Strengthen Communities”

## **ANNUAL GENERAL MEETING May 31, 2023 Executive Director’s Annual Report**

We gather today (via Zoom) to celebrate the 2022-2023 year of operation for the EHFRC.

It has been yet another challenging year, but also one with many milestones to celebrate. As both the smallest and newest of the 27 Family Resource Centres in Nova Scotia, the EHFRC continues -- with the support of our East Hants community -- to make a major positive impact on families in this corner of the province.

Our programs have been designed to provide assistance and support to families who are facing challenges and need help to overcome them. We are proud to say that this year has been a success, as we have been able to help numerous families in various ways.

With the help of increased funding from both the **Department of Community Services** and the **Municipality of East Hants**, we have provided financial assistance to families who were struggling to make ends meet.

We have also provided support and referral to families who were dealing with emotional and psychological issues. Additionally, we have organized various workshops and training sessions to equip families with the necessary skills and knowledge to improve their lives. We are pleased to report that the program has had a positive impact on the families we have worked with

How have we done that? There is no singular answer to that. Each community and FRC is as unique as the families within it. The needs are different within each FRC, based on access to services, transportation, community organizations, economic standards within the community and more.

In general, Family Resource Centres (FRCs) provide community-based programs and services that support the healthy development and well-being of children and youth by strengthening families and communities.

FRC programs and services recognize that children and youth grow and develop within the context of families and communities. Approaches to supporting positive outcomes for children and youth are family focused, involving parents, family members, the broader community and local schools, organizations, and services.

Family Resource Centres provide programs, services and supports in the following areas:

- Parent Education and Learning
- Family Support
- Child and Youth Development
- Community Linkages

Not only do we build relationships within families, we build relationships within the community, partnering with other organizations to provide support and opportunities.

Family support may be a listening ear provided by staff, advice and free reference books. It may be a package of diapers and a grocery gift card. It may be a weekly play program for children, that also provides an opportunity to meet other families. Or it may be all of the above – sometimes in the same week!

Often it is easier to frame what we do by the numbers. So here are some numbers from 2022-2023

**\*357**

That is the number of families we supported this year, up by 22 families from 335 the year before.

And while the number of consistent families served is up, we must look at that number of interactions we had with the community as a total this year to get a full picture. And that has seen a massive jump. In 2022-23 we had:

**3364 Family total attendance/contacts (as compared to 2844 last year, up by 520.)**

**6932 Individual contacts (including family) (as compared to 5984 last year, up by 948)**

Consider that our 2021-2022 Individual contacts were **almost triple** what we saw in 2018-2019, (the last 'regular' year of EHFRC pre-COVID programming). And in 2018-2019, we ran up to three programs a day.

That makes **the almost 1,000 increased individual contacts over 2022-2023** even more impactful, as our in-person group programs/opportunities have decreased in the past few years due to COVID restrictions. Staff is working hard one-on-one.

**448**

The number of visits in our 6-week **Thursdays in the Park** summertime weekly play program, held weekly in Lantz.

**450**

This is the number of winter coats we gave away in conjunction with the local non-profit **C.O.A.T Association**. (We did not count hats, mitts, scarves, snow pants or boots.)

**294**

The number of COVID test kits we gave out over the course of the year.

**265**

The number of individuals who came out to our annual **Spring into Summer Picnic** held every June on our front lawn. There are always games, book giveaways, Zumba and free pizza!

**214**

That is the number of participants who told us they walked through our Story Walks, laminated pages of books that are set up outside so families can hike and read at the same time

**204**

Participant numbers in our **Run and Tumble** activity program, held weekly at the East Hants Sportsplex.

**179**

The number of families supported with gift cards, diapers, formula etc.

**120**

This is the number of contacts with mothers in the first year of parenting who reported struggling. They were part of our **Mom's Wellness** program.

**120**

The number of **Summer Snack** kits we gave out to families with school aged children.

**108**

The number of participants in visits to our **Alphabet Soup in Motion** reading/snack program.

**92**

The number of families who received free school supplies from our **School Supply Drive**.

**44**

The number of families receiving **Concrete Supports** – groceries, gas cards, period products etc., a recognition that COVID still had an impact on income loss or family security.

**32**

The number of new babies who got a great start in life because their moms signed up for **Mommy2B** prenatal class!

**29**

The children impacted by our year-long **Roots of Empathy** anti-bullying program at a class Enfield Elementary School.

**10**

The number of families in our first ever **Home Heating** program. Families who qualified could have up to \$500 paid to their power or oil account to help heat their home. The funding came from Department of Community Services, and may not be able to be provided again.

**3**

The number of dedicated hardworking staff, who under the direction of the Executive Director, worked hard every day to help local families. At 6932 individual contacts this year, that's 1733 contacts per staff member.

## **PARTNERSHIPS**

We have been very fortunate to have financial and resource support from our following largest stakeholders, some of whom may have been mentioned previously in this report:

Our partnership with **Department of Community Services (DCS)** provides a solid funding and professional foundation to deliver our core programs as well as providing for necessities such as rent, telephone, insurance, bookkeeping and other essentials.

The **East Hants Community Health Board** provided funding, as does the **Municipality of East Hants**. As well, the Municipality's **Recreation and Culture Department** is always supportive of our programs.

We continue our strong partnership with the **East Hants Community Learning Association** and its transportation arm **Community Rider**.

This year in particular we broadened our work and collaboration with **Caring and Sharing Food Bank**, **Shumilacke Food Bank**, and **Schools Plus**.

We continue to partner with **Cup of Soul** café and **Enfield Schoolifehouse.org**, a group where skills are shared/taught, to provide items to a **Giving Pantry** at the Cup of Soul for folks who might need extra food or supplies.

We have increased our work with Truro-based organizations whose area includes East Hants, but who often don't have space locally. We partnered with **Autism NS** out of Truro to provide a space **Autism Caregiver Support** monthly meetings.

We partner with the **Colchester East Hants Canadian Mental Health Association** to provide weekly space for a counselor, and we provide space to **Third Place Transition House** staff. We also provide local space for the **Colchester East Hants Hospice Society**.

Finally, I would like to take this opportunity to thank everyone who has supported the EHFRC over the past year, with special thanks to our committed volunteer **Board of Directors**. Your contributions and donations, thoughtfulness and hard work have helped us to make a difference in the lives of families in need.

We look forward to continuing this important work in the coming year.

Respectfully submitted,

Cathy MacDonald  
Executive Director

Peverill & Associates Incorporated

**East Hants Family Resource  
Centre**

**FINANCIAL STATEMENTS**

**MARCH 31, 2023**

# East Hants Family Resource Centre

MARCH 31, 2023

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# Peverill & Associates Incorporated

## REVIEW ENGAGEMENT REPORT

### **To the Directors of East Hants Family Resource Centre**

We have reviewed the accompanying financial statements of East Hants Family Resource Centre that comprise the statement of financial position as at March 31, 2023 and the statements of operations and net assets and cash flows 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 private enterprises, 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.

### **Practitioner's Responsibility**

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

### **Conclusion**

Based on our review, nothing has come to our attention that causes us to believe that these financial statements do not present fairly, in all material respects, the financial position of East Hants Family Resource Centre as at March 31, 2023, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not for profit organizations.

May 31, 2023  
Lower Sackville, Nova Scotia  
CHARTERED PROFESSIONAL ACCOUNTANTS  
LICENSED PUBLIC ACCOUNTANTS



## East Hants Family Resource Centre

### STATEMENT OF FINANCIAL POSITION

AS AT MARCH 31, 2023

	<u>2023</u>	<u>2022</u>
<b>ASSETS</b>		
<b>CURRENT</b>		
Cash	\$ 195,656	\$ 159,237
Guaranteed Investment Certificate	31,782	31,602
Accounts receivable	210	727
HST Recoverable	638	947
Prepaid Expenses	<u>1,662</u>	<u>1,541</u>
	<u>\$ 229,948</u>	<u>\$ 194,054</u>
<b>LIABILITIES</b>		
<b>CURRENT</b>		
Accounts payable and accrued liabilities	\$ 5,108	\$ 6,327
Deferred grants (Note 3)	65,953	49,167
Due to Canada Revenue Agency	<u>3,999</u>	<u>3,236</u>
	<u>75,060</u>	<u>58,730</u>
<b>NET ASSETS</b>		
<b>NET ASSETS</b>	<u>154,888</u>	<u>135,324</u>
	<u>\$ 229,948</u>	<u>\$ 194,054</u>

**APPROVED ON BEHALF OF THE ASSOCIATION:**

\_\_\_\_\_ CHAIRPERSON

\_\_\_\_\_ SECRETARY

## East Hants Family Resource Centre

## STATEMENT OF OPERATIONS AND NET ASSETS

FOR THE YEAR ENDED MARCH 31, 2023

	<u>2023</u>	<u>2022</u>
<b>RECEIPTS</b>		
Government Funding		
Department of Community Services	\$ 196,009	\$ 157,500
Municipality of East Hants	11,493	11,500
Other Provincial	3,411	14,171
Other Grants	21,444	19,408
Donations	20,388	14,818
Other Income	15,177	21,263
CEWS - Wage Subsidies	-	<u>26,915</u>
	<u>267,922</u>	<u>265,575</u>
<b>DISBURSEMENTS</b>		
Advertising	12,743	8,563
Bookkeeping and Professional Fees	5,272	5,568
Furniture and Equipment	860	-
Honorariums	1,550	525
Insurance	3,868	3,340
Interest and Bank Charges	356	289
Office, Administrative, and Other	18,559	31,815
Rent net of subsidies	19,739	13,678
Salaries and Benefits net of subsidies	178,782	168,653
Telephone	2,778	2,707
Travel	3,851	2,533
Training	-	<u>692</u>
	<u>248,358</u>	<u>238,363</u>
<b>EXCESS OF RECEIPTS OVER DISBURSEMENTS</b>	<u>19,564</u>	<u>27,212</u>
<b>NET ASSETS BEGINNING OF YEAR</b>	<u>135,324</u>	<u>108,112</u>
<b>NET ASSETS, end of year</b>	<u>\$ 154,888</u>	<u>\$ 135,324</u>

East Hants Family Resource Centre

STATEMENT OF CASH FLOWS

MARCH 31, 2023

	<u>2023</u>	<u>2022</u>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Cash Received	\$ 285,045	\$ 290,233
Cash Paid to Suppliers and employees	<u>(248,626)</u>	<u>(236,669)</u>
<b>INCREASE IN CASH</b>	36,419	53,564
<b>CASH, beginning of year</b>	<u>159,237</u>	<u>105,673</u>
<b>CASH, end of year</b>	<u>\$ 195,656</u>	<u>\$ 159,237</u>

# East Hants Family Resource Centre

## NOTES TO THE FINANCIAL STATEMENTS

MARCH 31, 2023

### 1. PURPOSE OF THE ORGANIZATION

The East Hants Family Resource Centre is dedicated to nurturing and supporting healthy family life through quality child and family development programs. The centre is exempt from paying income tax.

### 2. SIGNIFICANT ACCOUNTING POLICIES

#### (a) Basis of Presentation

The financial statements have been prepared in accordance with Canadian accounting standards for Not-for-Profit organizations.

#### (b) Cash

Cash represents funds on deposit with a Canadian bank. Guaranteed investment certificates are held with a Canadian bank. The Centre is exposed to interest rate risk on these investments.

#### (c) Financial Instruments

The Centre's financial instruments consists of cash, guaranteed investment certificates, accounts receivable, accounts payable, and accrued liabilities. These financial instruments are initially recorded at fair value and then carried at amortized cost. The fair values of these financial instruments approximate their carrying values, unless otherwise stated.

#### (d) Use of Estimates

The preparation of financial statements in conformity with Canadian accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenditures during the reporting period. Actual results could differ from these estimates.

## East Hants Family Resource Centre

### NOTES TO THE FINANCIAL STATEMENTS

MARCH 31, 2023

#### 2. SIGNIFICANT ACCOUNTING POLICIES (continued)

(e) Revenue recognition:

Government funding is recognized as revenue based on the terms of the funding, generally to fund operations for a period of time. Other revenue is recognized using the accrual basis of accounting.

(f) Capital assets

The Centre does not record equipment as assets. In common with many non profit organizations equipment is expensed when purchased.

#### 3. DEFERRED REVENUE

Deferred revenue includes the amount of specific grants received in the year that have not been spent as of the year end date.

#### 4. ECONOMIC DEPENDENCE

The organization is economically dependent upon government. Loss of these funding sources would have a major impact upon the organization.

The organization is dependent on volunteers, the loss of which would have a significant impact upon the organization.

# Draft EHFRC Budget 2023-2024

<b>Projected Expenses</b>	<b>Amount (Exp)</b>	<b>Funding Source (Rev)</b>
Salaries: ED 35 hrs/wk; PC 35 hrs/wk; PA 30+hrs/wk; PA 35 hrs + 12 % MERC Plus health benefits	\$198,183 salary \$5100 health benefits *3556 possible RRSP match Total:206,839	DCS 2022-2023 \$150,000 Specific grants. MEH funding and general funds \$66,900  *difference is \$27,233 from 2022. (We did not include \$3174 RRSP in 2022 budget #s)
Staff Training	\$ 3500	DCS \$3000; MEH \$500
Rent (\$500/mthx3 rooms)	\$18,000	DCS (8,000) Room rental and MEH \$10,000
Phones (office lines/internet and cell)	\$3450	DCS \$2250 + MEH \$1200
Staff Mileage 6000 km @51 cents	\$4000	DCS
Office Supplies/Equipment	\$4000	DCS
Advertising	\$1000	DCS
Bookkeeping (\$35/hr x 13hr/mth + HST) and Audit	\$4800 \$2000 (total \$6800)	DCS \$4000 specific grants \$2000 MEH \$800
Insurance (General & Board Liability)	\$5000	DCS \$3500, MEH \$1500
Bank/Direct Deposit & Reg. Fees	\$500	DCS
Prg. Supplies (i.e. paper towel, soap, etc.) Program Materials (long term items, i.e. tables, toys, crafts)	\$10,000	DCS \$8000, specific grants \$3000
Prg food supplies/gift card/family support items/car seats, etc	\$20,000	DCS Concrete support \$,
Prg. Space	\$4000	DCS \$2,000 MEH \$1200
Advertising/PR	\$5000	DCS \$5000
Postage	\$350	DCS \$350
Board expenses	\$2,000	DCS \$2000
Transportation (clients via Community Rider)	\$1000	DCS \$1,000 MEH \$2,000
Covid Support	\$20,000	\$20,000
<b>Total</b>	<b>\$313,989</b>	
<b>Projected Revenue</b>		
Dept. Community Services		\$190,000 (\$188,410 assigned) (+ \$20,000 extra COVID funds)
Mun. East Hants		\$ 20,000 (\$17,200 assigned)
Grants ROE, CHB, EIO, FLIEF and others and room rental		\$58,000
Donations		\$12,000

Fundraising		\$ 15,000
<b>Total</b>		<b>315,000</b>
<b>Projected Surplus</b>	\$1011	