

***Cowichan Family Life***  
28 – 127 Ingram Street  
Duncan, BC V9L 1N8

Fiscal Year 2021-2022  
**ANNUAL GENERAL MEETING**

November 8, 2022

**Cowichan Family Life Association**  
**ANNUAL GENERAL MEETING**  
Tuesday, Nov 8, 2022

For period April 1, 2021 - March 31, 2022

<b>AGENDA</b>
---------------

Call to order

- |    |  |  |         |
|----|--|--|---------|
| 1. | Approval of Agenda<br>Motion to approve  | Seconders  | Carried |
|    |  |  |         |
| 2. | Approval of AGM minutes from December 13, 2021<br>Motion to approve  | Seconders  | Carried |
|    |  |  |         |
| 3. | Reports<br>♦ President's Report – Deanna Wrate<br>♦ Executive Director Report – Madelaine MacLeod<br>♦ Counselling Services Program Report – Ron Jorgenson, Clinical Supervisor<br>♦ Impact statement and stats<br>Motion to approve reports | Seconders  | Carried |
|    |  |  |         |
| 4. | Financial Report – Financial Statements prepared by Tiemer & Co.<br>Motion to approve  | Seconders  | Carried |
|    |  |  |         |
| 5. | Appointment of Accountants for 2022-2023<br>Motion to approve  | Seconders  | Carried |
|    |  |  |         |
| 6. | Election of Board Members, including nominations from the floor (bios included in pkg)<br>Kathy Code<br>Christine Smith<br>Lia Versaevel<br>Nickie Williams<br>Deanna Wrate  | Nominations from the floor<br>_____<br>_____<br>_____<br>_____ |         |
|    |  |  |         |
| 7. | Adjournment<br>Motion to approve   | Seconders  | Carried |

**Cowichan Family Life Association**  
**28 – 127 Ingram Street, Duncan BC V9L 1N8**  
**ANNUAL GENERAL MEETING held December 13, 2021**

**Attendance:** Daphne Robinson, Rosalyn Bird, Amy Hamilton, Madelaine MacLeod, Brad Crewson, Nickie Williams, Penn Thrasher, Deanne Wrate, Kathy Code, Christine Smith, Tina Short, Ryan Milne, Beth Page, Ian Davis, Rhondda Hinch  
Absent but voted by proxy: Katia Rheault, Greg Horne, Kaska Wienbinska

**1. Call to order – 7:05pm**

**2. Approval of Agenda – passed unanimously**

**3. Approval of AGM minutes from September 24, 2020**

Tina Short motioned to approve the minutes for 2021 AGM, Kathy Code second the motion to approve the minutes for 2021 AGM, passed unanimously.

**4. Reports**

President's Report – in AGM package

Financials Report – in AGM package

Counselling Services Program Report – in AGM package

Brad Crewson motioned to approve reports, Ryan Milne seconded it, passed unanimously.

**5. Unaudited Financial Statements as prepared by Teimer & Co.**

motioned to approve the financial statements as prepared by Teimer & Co.

**6. Appointment of Accountants**

Ryan Milne motioned to approve appointment of accountant, Tina Short seconded it, passed unanimously

ORIGINAL

Corrections

Moved by: Tina Short Seconded by Ryan Milne All approved, CARRIED

**Special Resolution #7:** That Part 7 – “Duties of Officers” be amended by deleting it in its entirety and replacing with the new Part 7 as provided in the Special Resolution

Penn Thrasher That under 7.02 to add that the vice president has the primary responsibility of recruitment of board member and the orientation. Rhondda Hinch seconds, passed unanimously

Moved by: Penn Thrasher Seconded by Rhondda Hinch All approved, CARRIED

**Special Resolution #8:** That Part 8 – “Seal” be deleted it in its entirety, including Section 44 and 45.

Moved by: Nickie Williams Seconded by Ryan Milne All approved, CARRIED

**Special Resolution #9:** That Part 11 – “Notices to Members” be deleted it in its entirety, including Section 11.1 and 11.2

Moved by: Tina Short Seconded by Nickie Williams All approved, CARRIED

**Special Resolution #10:** That Part 10 – “Inspection of Books and Records” be added to the Bylaws with the additional clauses as provided in the Special Resolution.

Moved by: Brad Crewson, Seconded by Daphne Robinson All approved, CARRIED

**Special Resolution #11:** That Part 12 – “Charitable Status, Voluntary Donations, Bequests, Dissolution” be added to the Bylaws with the additional clauses as provided in the Special Resolution.

Moved by: Rhondda Hinch Seconded by Tina Short All approved, CARRIED

**Special Resolution #12:** That Part 13 – “Standards and Practices” be added to the Bylaws with additional clauses as provided in the Special Resolution.

Moved by: Daphne Robinson Seconded by Ryan Milne All approved, CARRIED

The proposed special resolutions are attached in their entirety.

# **COWICHAN FAMILY LIFE ASSOCIATION**

## **Annual General Meeting**

### **President's Report**

For the period April 1, 2021 – March 31, 2022

As the current Board was appointed in December 2021, this report is based on the period December 2021 to March 31, 2022. For the period April 1 – December 31, 2021, the Executive Director's report will cover the activity.

The AGM was held on Dec 13, 2021, at which time the existing Board is resigned. Two out going Board members agreed to stay on. Thank you, Kathy Code and Amy Hamilton for your continued support.

In November 2021, the Board was on the verge of closing the CFLA doors due to the lack of finances. Thanks to an unexpected \$25,000 donation from Telus, CFLA was able to continue offering mental health programs to the community. We wish to thank our ED, Madelaine McLeod for her subsequent diligence in finding the funds necessary to keep the doors open during the year.

At the January 10, 2022, Board meeting, elections were held and positions determined. The elected Executive are Deanna Wrate-President, Kathleen Code-Vice-President, Christine Smith-Treasurer, Amy Hamilton-Secretary and three Directors-at-large; Nickie Williams, Lia Vesaevel, Madeline Joe. Thank you to everybody for accepting this responsibility.

The Board met again in January to have Board Governance training which was hosted by Cathy Schmidt.

Conversations began about whether to have a Garden Tour Event in 2022, as during Covid, this fundraiser was put on hold. We agreed to proceed and asked Tina Short to be the Project Coordinator. The Tour took place May 29<sup>th</sup>, 2022, raising substantial funds for the organization.

Most of CFLA's main programs were reinstated with Covid restrictions being lifted. Volunteer Counselling, Healing Anger, and Personal Power and Self-Esteem (now called Communicating with Confidence). We also received a grant to offer a Financial Awareness program. We received funding from New Horizons for Seniors (Federal Gov't) to deliver a peer counseling training program.

Madelaine began a search for an Administrative Assistant.

Between April through October 2022. Madelaine has continued to navigate the organization, it's funding opportunities, and program development.

- A strategic planning process began, with Kathy Code facilitating. Community consultation is a key component to the process to help determine the mental health services programming most needed by CVRD residents.
- The Garden Tour was a success. Many Thanks to Tina Short and Madelaine MacLeod for all their effort. Opportunities to improve were identified and there has been discussion about hiring a project coordinator for the 2023 Garden Tour.
- Additional hours were added short term to assist Madelaine with project development.
- In August an Administrative Assistant was hired. Welcome Hang Pham.
- The physical location of CFLA needs to be a priority. VIHA has moved out of the building, leaving only CFLA in. There will be no future support or maintenance once VIHA's contract expires. Madelaine has been looking for a partner to come into the space and/or alternative space.

It has been a busy and very productive year. I can not thank Madelaine enough for her commitment and diligence in making CFLA a continued essential service in Duncan.

The coming year will prove pivotal for CFLA as the Board wraps up the Strategic Planning process and begins to lay out programming that fits with community needs.

## COWICHAN FAMILY LIFE ASSOCIATION

### Executive Director's Report

Annual General Meeting Nov 8, 2022

To clarify, Annual General Meetings are held to give members an overview about what happened during the previous fiscal year. As CFLA's AGMs are usually held in September, much can happen during the six months from the end of our fiscal year to the AGM. This report covers the fiscal year 2021/2022 and an overview of other things going on.

#### **What happened during FY April 2021 to March 2022**

COVID continued to have a substantial impact on CFLA, both financially and on our services. Many funding sources that we had relied on for decades (ie Duncan Dabber Bingo, Garden House Foundation, Garden Tour fundraiser) were inaccessible. However, our client services were increasingly accessed. By Christmas, much of our counselling was being done in house although Zoom is still an important fixture for those who cannot access counselling during office hours or due to other barriers.

Our Volunteer Counselling Training program, normally held in the Fall (Oct to January) was postponed until February (Feb to May). We were able to return to our office to do it, saving the cost previously to run off-site. We graduated 7 new counsellors bringing our pool of volunteers up to 15.

Healing Anger and Communicating with Confidence (formerly Personal Power & Self Esteem) workshops were returned to their pre-pandemic regularity, although the actual number of participants dropped quite significantly.

Staff: Rhondda Hinch, part of CFLA since 2016 retired in November; and Rick Stordeur left to pursue other personal endeavours. A new administrator would not land at CFLA until August, 2022 leaving a huge work load for the part time Executive. Ron Jorgenson joined us, contracted as our Clinical Counselling Supervisor. With decades of experience and expertise, he has provided our counsellors with new skills and learning opportunities.

#### **Grants and other funding**

With the loss of certain funding platforms through this fiscal year, CFLA found themselves in a dire financial situation in September 2021 and in danger of being unable to operate by November. We receive some CEWS and CERS funding for 3 months that was unexpected and provide addition funds to carry us through a bit longer. A last minute generous donation from Telus Friendly Futures Foundation provided sufficient funds to allow CFLA remain viable one more time! It's unfortunate that CFLA finds itself in a similar situation every Fall. Until we can secure ongoing stable core funding, we will be forced to rely solely on grants, donations, and fundraisers and hope that there is enough in the coffers to continue the important work in our community.

As we were unable to complete our Child & Family Counselling within the MOA contract with the United Way (CNVI), we had to return those 1100funds.

This fiscal year (ending March 2022) we also received grant funding and/or donations from: BC Community Gaming Grant, Garden House Foundation, New Horizons for Seniors Program, First West Foundation, Hamber Foundation, City of Duncan.

We held an inhouse silent auction and made the decision to host the Garden Tour (highly successful, with funds landing in FE 2023).

We were able to carry our Blue Cross funds forward to support our Child and Family Counselling program.

**Up and Coming (FY 2022/2023)**

Since April, and behind the scenes, there continues to be extensive work by your Board, the admin team, and team of volunteer counsellors that keeps Cowichan Family Life the vital agency it has been for over 50 years.

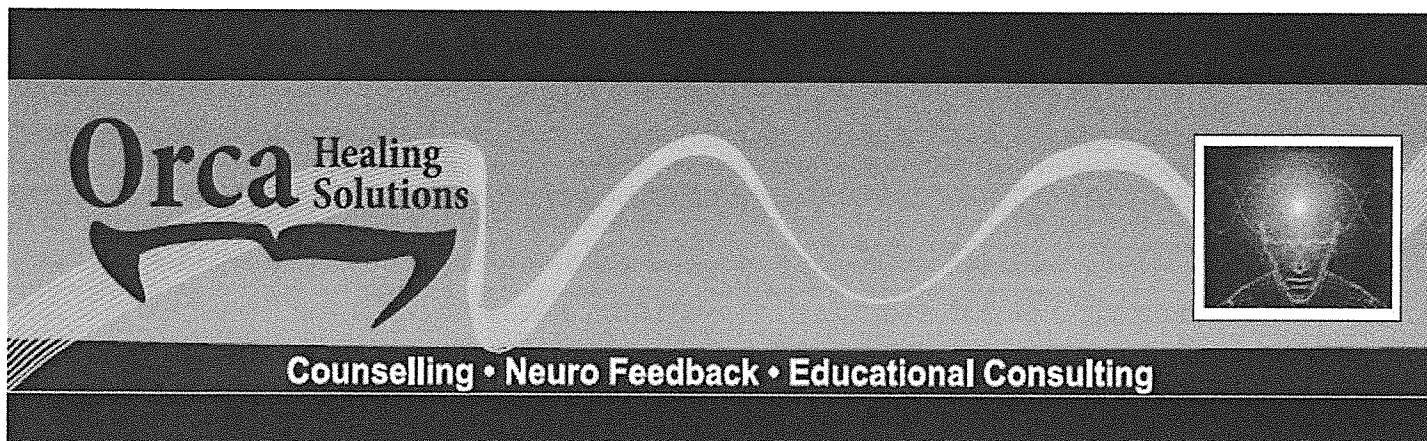
Of importance, is accepting that CFLA, which has occupied the same space since its humble beginnings (with the exception of a few years in early/mid 2000) may be on the move. Without contact from our landlord, we learned that the other tenant of the building, the Island Health Home Support Team, would be moving into a newly constructed building. Although their lease expires in March 2023, they moved Oct 14 and CFLA is now the sole occupant in 127 Ingram Street. There is no definitive information about what new costs we might incur (ie triple net costs which we are currently not being charged), rent increase, or if we in fact will need to move with as little as 30 days notice. The landlord advises they cannot protect our space if someone wants to lease the entire 9000 sq building. Relocating to the street front portion of the building is not an option for several reasons. Conversations continue around the possibility of moving either on our own, in with another agency and/or sharing space. We are directing clients, counsellors and anyone we know to use the (locked) entrance off Evans Street.

I am grateful for the relationships CFLA has developed with service providers, health care providers, and other agencies. There is strong collaborative partnerships with CMHA and CVYS as our agencies strive to fill in the gaps of needed mental health services in Cowichan.

Respectfully submitted

Madelaine MacLeod, Executive Director





## AGM

### Report of CFLA Clinical Supervisor For the period April 1<sup>st</sup>, 2021 to March 30<sup>th</sup>, 2022 Nov 1<sup>st</sup>, 2022

From April 1<sup>st</sup> to June 30<sup>th</sup> the Clinical Supervision position was held by Rick Stodeur. From all reports it had been a difficult year previously until the recruitment of an ED in Madelaine McLeod. In this quarter there were 13 Intakes and

During the period from July 1<sup>st</sup> when I started my position with CFLA, until March 31<sup>st</sup> there were 76 recorded intakes for counselling with CFLA. Of that group there were 51 who actually availed themselves of the counseling provided by CFLA. (See Table 1 Below) Sometimes clients move on to work or resolve their situation or we simply are unable to reach them again following initial contact.

Month	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total
Intake	5	3	5	7	6	22	8	6	2	7	8	12	76/89
Couns	5	3	5	7	4	7	3	2	1	9	6	12	51(64)
Sessions													223/144

Table 1: Above we can see the number of initial contacts with CFLA in various months and the corresponding number of Client/Counselor connections for each month



To a large extent limits of clients served was because of the waitlist and the length of time that clients were requested to wait. As COVID stretched into 2022 the number of referrals through the Fall had steadily risen.

There was also a learning curve as we sorted through the best ways to bring client needs forward.

There are 3 phases to the counseling process; 1) as clients come in and the initial contact or outreach with CFLA 2) the arrangement and carrying out of the Intake BY THE Clinical Counselor 3) the matching up of the client with an available counselor.

(At one point, due to the backlog, the wait period between step 1 and step 2 was almost a month to 6 weeks. This is primarily a function of the amount of time that is available to do Intakes and the delay that builds up when there is a sudden influx of clients).

4) Following the Intake there can be an additional period of waiting in order for a counselor to come free.

Presently a counselor is seeing a client for 8 sessions over a two month period.

That means that during a year a client can see approximately 6 clients if they see one client at a time. In addition, we have had counselors, who in order to sustain their living situation or to advance their education, have gone to work away from the area or back to school for periods of time. Illness or summer vacations also can take counselors away for periods of time.

Fortunately, we have had some counselors who have taken more than a single client at a time either because they are retired, or they happen to be in a situation where they have more time to volunteer.

During the period from April 1<sup>st</sup>, 2021 and Mar 30<sup>th</sup> 2022, our Counselors were able to see 49 clients. During that period we had approximately 8 active counselors and 2 whom had to withdraw for various reasons so on average there was about 6.5 counselors at any given time.

During this critical period of COVID, some counselors were seeing clients via ZOOM in order to preserve a healthy balance of caution and help. We continue to reach out to clients who are from Shawnigan Lake(18%), Lake Cowichan(6%), Crofton/Cheimainus (10%), the Gulf Islands and CVRD(12%), though the majority are here in Ladysmith/Duncan area(54%). During that period we have had a counselor in the Shawnigan area who works by phone, another two working by ZOOM and the remainder have varied between Face to Face and ZOOM. Two of our counselors have gone back for advanced degrees in Counseling.

### **Counseling Cohort:**

Due to financial constraints, the decision to proceed with the next Counselor training was delayed until February of 2022. While there was a considerable number of people who had expressed interest when it came time for the training there were 7 people participating. This group had people represented from Scotland, Hungary, and Latvia and one from the USA as well as local residents. This cohort trained through the balance of the fiscal year and into May of 2022.

### **New Directions:**

Discussions with Madelaine have covered a wide range of from Child and Family Counseling; Youth over the age of 19; Seniors Peer Counseling requiring outreach to other Agencies to engage as partners. Difficulties with stable funding and infrastructure have made some of these choices difficult to bring to fruition. Also under consideration has been the recruitment of student Interns to assist with programs and expansion of CFLA Services.

***Cowichan Family Life Association***

Annual General Meeting

**FINANCIAL OVERVIEW**

For period April 1, 2021 – March 31, 2022

Financially, this fiscal year continued to be challenging for CFLA. The financial shortcomings coming out of COVID 19 left the agency with a challenging picture as we entered April.

We were unable to hold our large fundraising event – Garden Tour in 2021, which brings in roughly \$10,000. Organizations we have become reliant on for end of year donations found themselves unable to support us.

We applied for and received several grants in the first quarter, including \$41,300 from BC Community Gaming, Hamber Foundation, City of Duncan, United Way, Pacific Blue Cross, First West Foundation, and Telus Friendly Futures. Unfortunately, our income was not enough to support our expenses, and in September 2021, we found ourselves contemplating potentially closing our doors. In November, Telus Friendly Futures provided a very generous \$25,000 donation to support our counselling services, and that provided us enough funds to remain open.

Unfortunately, money is an ongoing issue for the organization. Looking back at the story of CFLA, newspaper clippings from the 1990's reveal there is a yearly a concern about money and/or a call out for financial support. Indeed, this speaks to the need for solid core funding to support operating costs, not just for us, but for all non-profits. A lack of core funding means precarious wages, and challenges in hiring, retaining, and appropriately compensating staff; it means an inability to update basic IT equipment and software; it means incapacity to weather rental or utility increases; difficulty in investing to improving Board governance or strategic planning; even the lack of being able to hold fundraising events. It means that program/project funding is often used to cover gaps that should be covered by operational funds.

CFLA FYE 2022 actuals comparison to FYE 2022/2023 budget

		YE2022 actuals	2022-23 budget
		YTD Mar27/22	
Assets on hand and ongoing liabilities			
1020	Petty Cash	212.50	
1030	General Acct 76554	26,147.98	
1032	FWCU mbr shares	5.72	
1033	Investment	10.62	
1055	Gaming Account	40,688.06	
	<b>CASH ON HAND</b>	67,064.88	
1200	Accounts Receivable	838.50	-
1810	Equipment	10,433.52	
1815	Accum Amort - Equip	10,000.00	
1840	Computer	8,612.44	
1845	Accum Amort - Comp	8,612.44	
1880	Furniture	6,908.95	
1885	Accum Amort - Furn	6,880.00	
2000	Accounts Payable		
2101	Accrued liabilities	2,000.00	2,000.00
Expenses			
2200	Payroll Taxes Payable	257.88	710.00
2235	Vacation payable		
2310	GST payable	727.98	730.00
2380	GST@ 50% payable	414.39	415.00
5010	Amortization	934.25	
5020	Legal and Acctng	2,154.50	2,075.00
5030	Advertising	2,623.45	2,500.00

5045	Bookkeeping	1,286.78	1,200.00
5060	Contract Services	21,980.00	24,000.00
5070	Copier Lease	958.89	1,000.00
5072	Program Supplies		
5080	Dues & mbrshps	40.00	
5085	Fees & licenses	217.00	225.00
5090	Honoraria	-	-
5110	Insurance - Liab/D&O	2,495.00	2,500.00
5115	Interest & Charges	795.97	800.00
5150	Office expenses	2,003.85	2,000.00
5160	Prof Dev & Training	-	-
5220	Rent & Storage	13,368.29	12,600.00
5230	Repair & Mtnc	412.82	150.00
5240	Tele & Internet	1,410.98	1,320.00
5410	Wages	40,510.52	56,900.00
5420	Payroll Taxes	3,522.60	4,100.00
5450	WBC/Worksafe	536.11	550.00
Misc	Outgoing donation	100.00	-
	Uncategorized	50.00	50.00
	Purchases	46.83	
	<b>TOTAL</b>	<b>\$ 96,848.09</b>	<b>\$113,825.00</b>

## Revenue/Credit

3560	Retained Earnings	13,539.61	
4050	Duncan Dabber Bingo	-	-
4055	Gaming Grant	47,175.00	48,000.00
4210	Membership sales	140.00	200.00
4221	50/50 Raffle	260.00	500.00
4225	Garden Tour		-
	Other fundraising		11,000.00
4240	CRA cash donations Includes TELUS @ \$25k	32,707.50	10,000.00
4241	CRA inkind	545.00	
4355	General donations	7,585.56	5,000.00
4357	Other grants	4,751.40	5,000.00
4359	Telus grant	5,750.00	-
4360	Hamber	2,500.00	-
4361	Enderby/FWSCU	10,025.00	5,000.00
4362	United Way	1,140.00	6,000.00
4363	Blue Cross	6,000.00	-
4370	Fees for Service	12,214.00	15,000.00
4375	Fees for VC Training	1,965.00	3,150.00
4392	CERS/CEWS	13,476.83	-
4397	GST Rebate	414.39	
4862	Auction revenue	1,520.00	2,000.00
5045	Teddy bears	- 50.00	-
<b>Total REVENUE EST</b>		<b>161,759.29</b>	<b>110,850.00</b>

**COWICHAN FAMILY LIFE ASSOCIATION**

**FINANCIAL STATEMENTS**

**MARCH 31, 2022**

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Statement of Operations and Changes in Fund Balances

Notes to Financial Statements





## COMPILATION ENGAGEMENT REPORT

To Management of Cowichan Family Life Association

On the basis of information provided by management, I have compiled the statement of financial position of Cowichan Family Life Association's Operating Fund as at March 31, 2022, the statements of operations and changes in fund balances for the year then ended, and Note 1, which describes the basis of accounting applied in the preparation of the compiled financial information ("financial information").

Management is responsible for the accompanying financial information, including the accuracy and completeness of the underlying information used to compile it and the selection of the basis of accounting.

I performed this engagement in accordance with Canadian Standard on Related Services (CSRS) 4200, *Compilation Engagements*, which requires me to comply with relevant ethical requirements. My responsibility is to assist management in the preparation of the financial information.

We did not perform an audit engagement or a review engagement, nor was I required to perform procedures to verify the accuracy or completeness of the information provided by management. Accordingly, I do not express an audit opinion or a review conclusion or provide any form of assurance on the financial information.

Readers are cautioned that the financial information may not be appropriate for their purposes.

A handwritten signature in black ink, appearing to be "R. J. [unclear]", is written over the date.


September 30, 2022

340-2950 Douglas St. Victoria, B.C. V8T 4N4

**COWICHAN FAMILY LIFE ASSOCIATION  
STATEMENT OF FINANCIAL POSITION  
AS AT MARCH 31, 2022**

	2022			2021
	Operating Fund	Gaming Fund	Total	Total
<b>CURRENT ASSETS</b>				
Cash (Note 2)	\$ 26,623	\$ 39,896	\$ 66,519	\$ 15,197
Accounts receivable	75	-	75	-
Prepays	1,821	-	1,821	-
	<u>28,519</u>	<u>39,896</u>	<u>68,415</u>	<u>15,197</u>
<b>CAPITAL ASSETS (Note 3)</b>				
	456	-	456	613
	<u>\$ 28,975</u>	<u>\$ 39,896</u>	<u>\$ 68,871</u>	<u>\$ 15,810</u>
<b>LIABILITIES</b>				
Accounts payable and accrued liabilities	\$ 3,449	-	\$ 3,449	\$ 1,661
Due to government agencies	271	-	271	609
	<u>3,720</u>	<u>-</u>	<u>3,720</u>	<u>2,270</u>
<b>FUND BALANCES</b>				
Gaming	-	39,896	39,896	8,300
Operating	25,255	-	25,255	5,240
	<u>25,255</u>	<u>39,896</u>	<u>65,151</u>	<u>13,540</u>
	<u>\$ 28,975</u>	<u>\$ 39,896</u>	<u>\$ 68,871</u>	<u>\$ 15,810</u>

Approved by the Board

DocuSigned by:  
  
 \_\_\_\_\_  
 DIRECTOR

**COWICHAN FAMILY LIFE ASSOCIATION**  
**STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCES**  
**AS AT MARCH 31, 2022**

	2022			2021
	Operating Fund	Gaming Fund	Total	Total
<b>REVENUES</b>				
Fees for service	\$ 14,487	\$ -	14,487	\$ 7,500
Fundraising	1,160	-	1,160	1,155
General donations	6,229	-	5,516	12,298
Grants	32,166	-	32,166	2,500
In kind donations	30,510	-	30,510	24,557
Interest income and other	13,477	-	13,477	20
Memberships	150	-	150	200
Rental	713	-	713	-
Tax receipted donations	32,707	-	32,707	16,490
	<u>131,599</u>	<u>-</u>	<u>130,886</u>	<u>64,720</u>
<b>GAMING</b>				
Provincial-gaming	-	47,175	47,175	41,400
Raffles	-	260	260	-
	<u>-</u>	<u>47,435</u>	<u>47,435</u>	<u>-</u>
<b>TOTAL REVENUE</b>	<u>131,599</u>	<u>47,435</u>	<u>178,321</u>	<u>106,120</u>
<b>EXPENSES</b>				
Advertising and donations	1,214	109	1,323	976
Amortization	157	-	157	251
Contract services	15,686	6,580	22,266	24,449
Insurance, fees and licences	937	-	937	2,681
Interest and bank charges	1,000	-	1,000	686
Fundraising	777	-	777	-
Office expenses	2,700	2,403	5,103	6,028
Professional Fees	2,408	-	2,408	1,850
Rent	11,583	2,400	13,983	12,898
Repairs and maintenance	413	-	413	-
Training	-	-	-	57
Utilities	942	502	1,444	1,888
Volunteer hours donated in kind	30,510	-	30,510	23,340
Wages and benefits	43,439	2,948	46,387	25,941
	<u>111,766</u>	<u>14,942</u>	<u>126,708</u>	<u>101,045</u>
<b>EXCESS (DEFICIENCY)</b>				
<b>OF REVENUE OVER</b>				
<b>EXPENSES</b>	19,833	32,233	51,613	5,075
<b>FUND BALANCES, beginning of year</b>	<u>5,240</u>	<u>8,300</u>	<u>13,540</u>	<u>8,726</u>
<b>INTERFUND TRANSFERS</b>	<u>182</u>	<u>(637)</u>	<u>(455)</u>	<u>(261)</u>
<b>FUND BALANCES, ending of year</b>	<u>\$ 25,255</u>	<u>\$ 39,896</u>	<u>\$ 65,151</u>	<u>\$ 13,540</u>

**COWICHAN FAMILY LIFE ASSOCIATION  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED MARCH 31, 2022**

The Cowichan Family Life Association provides affordable counselling for families and individuals in the Cowichan Valley. Our team of skilled, trained, and caring volunteer counsellors use strength-based, solution-focused brief therapy to guide clients to a deeper understanding of their inner resources, and facilitate discovery of strength and resiliency.

The Association became a registered charity effective March 23, 1970 under registration number 106990484 RR0001

Fund Accounting

The Cowichan Family Life Association follows the restricted fund method of accounting for

The Operating Fund accounts for the Association's program delivery and administrative activities.

The Gaming Fund accounts for gaming proceeds which must be administered in accordance with guidelines established by the BC Gaming commission.

Capital Assets

Capital assets are recorded at cost. The annual rate and bases of amortization applied to write off the cost of capital assets over their estimated useful lives, except in the year of acquisition when one half the rate is used , are as follows:

Computer	- 30% declining balance
Equipment and furnishing	- 20% declining balance

**COWICHAN FAMILY LIFE ASSOCIATION**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED MARCH 31, 2022**

Note 1 The basis of accounting applied in the preparation of the financial information is on the historical cost basis, reflecting cash transactions with the addition of:

- capital assets amortized at income tax rates on declining balance method
- prepaid expenses
- accounts payable and accrued liabilities
- accounts receivable
- donations in kind

Note 2 Cash

	<u>2022</u>	<u>2021</u>
Gaming	\$ 39,896	\$ 8,300
Operating	26,623	6,897
	<u>\$ 66,519</u>	<u>\$ 15,197</u>

Note 3 Capital assets

	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>Net</u>	
			<u>2022</u>	<u>2021</u>
Computer equipment	\$ 8,612	\$ 8,567	\$ 45	\$ 100
Equipment	10,434	10,069	365	456
Furniture and fixtures	6,909	6,863	46	57
	<u>\$ 25,955</u>	<u>\$ 25,499</u>	<u>\$ 456</u>	<u>\$ 613</u>

# Cowichan Family Life - *Making An Impact*

## Fiscal Year April 2021 to March 2022

### Community Contribution of our Volunteer Counselling Program



#### CLIENT APPOINTMENTS

THIS FISCAL **367**

LAST FISCAL 204



#### VALUE RETURNED TO THE COMMUNITY

THIS FISCAL  
**\$14,160**



#### VOLUNTEER HOURS

THIS FISCAL **1225**

LAST FISCAL 912



#### WORKSHOPS

##### THIS FISCAL

3

2

19

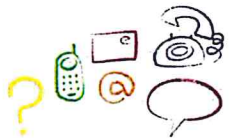
HEALING ANGER  
PERSONAL POWER  
PARTICIPANTS

##### LAST FISCAL

2

1

10



#### INQUIRIES

##### THIS FISCAL

65

385%

98.8%

INTAKES  
INCREASE IN REFERRALS  
OF CLIENTS IMPACTED BY COVID

##### LAST FISCAL

21



#### HELPING HANDS

##### THIS FISCAL

**\$40,350**

**\$22,022**

**\$51,200**

DONATIONS  
IN KIND CONTRIBUTIONS  
GRANTS

##### LAST FISCAL

**\$28,700**

**\$24,500**

**\$43,900**

COWICHAN FAMILY LIFE ASSOCIATION  
SLATE OF BOARD OF DIRECTORS  
Annual General Meeting November 8, 2022

**KATHY CODE** (returning)

Kathy retired as an economic development policy analyst with the BC Government. She brings communication, project management, policy development skills to CFLA. Currently she serves on the Board of the Eco Forest Institute Society where she has taken part in a variety of roles, including a core member of the legal team and grant writing. She operates a consulting business

**CHRISTINE SMITH** (returning)

Christine is a program manager at Cowichan Brain Injury and sat as CFLA's treasurer for the last term. She brings a wealth of knowledge around grants and program development, and loads of other agency connections in Cowichan.

**NICKIE WILLIAMS** (returning)

Nickie is the owner/operator of Cowichan Valley Essential Health & Wellness as well as a certified aromatherapist. She has grown her art with additional studies in physiology, psychology, and other therapies. Nickie attended CFLA's volunteer counselling training and has worked as a peer mentor in the Cowichan Community.

**LIA VERSAEVEL** (returning)

Lia is currently working with CWAWS as a Poverty Law Advocate. She has been 5 years on the Chemainus Resident's Association, and 20 years with the Lions Club International. She has been an advocate for programs and services for individuals in need, has liaised with RCMP, MCFD, has sat on several Boards, and participated in building relationships with other community stakeholders. She has successfully applied for grants and funding, and in her 'spare time' is a self-employed private practitioner in meditation and counselling.

**DEANNA WRATE** (returning)

Deanna is a Human Resource professional and Personal Coach. Passionate about people, peace and justice, she got involved in restorative justice over 6 years ago. It was a place to utilize all her skills. She has training in disability management, worked within diverse organizations both union and non-union environments, and more specifically conflict resolution and mediation. Since becoming involved with Restorative Justice programs, Deanna has continued to learn and grow her skills in mediation and facilitation, particularly with difficult conversations.



## Cowichan Family Life Association

April 1, 2021 to March 31, 2022

CFLA wishes to thank all who contributed to our organization during this fiscal year. Every dollar makes a difference, whether its monthly or one time, large or small, it all supports mental health wellness by supporting our programs and services in the community. To all our donors (too many to name!) and funders: THANK YOU !!



### IslandSavings

A DIVISION OF FIRST WEST CREDIT UNION



British Columbia

Working with communities in BC's Interior, Lower Mainland, Central & Northern Vancouver Island