



**Minutes of the Annual General Meeting**  
**Thursday, March 31, 2011 at 6:00 pm**  
**Bowen Clubhouse Complex – Nanaimo BC**

Present      Jennifer Kemp, President  
                 Doug Blott – Past President  
                 Janice Mcallan – absent due to illness  
                 Roger Lytton, Secretary  
                 Kathy King, Director

Staff           Denise Robinson – Executive Director  
                 Paulyne Robinson – Program Manager  
                 Andrea Carpio – Office Manager, Bookkeeper

List of attendees attached:

1. Call to Order: the President call the 10<sup>th</sup> Annual General Meeting of Big Brothers Big Sisters of Central Vancouver Island to order at 6:15 pm
2. The President introduced the current members of the board, the staff of BBBSCVI and special guests.
3. Approval of the Agenda: There being no items to add to agenda, it was moved that the agenda be adopted as proposed.  
Moved: Jennifer Kemp, seconded by Doug Blott, carried.
4. Approval of the previous minutes: Moved that the minutes of the 9<sup>th</sup> AGM, March 18, 2010 is approved as tabled.  
Moved by Roger Lytton, seconded by Jennifer Kemp – approved
5. President's Report attached.  
Jennifer welcomed everyone and thanked them for their support to BBBSCVI.  
Jennifer reviewed last years including lay offs, also touched base with new ways of fundraising and hoping great results through 2011-2012.  
Golf event has been cancelled and replaced with the Big Give.



6. Caseworker report attached: Paulyne Robinson gave a brief summary of challenges in 2010, serving fewer children but doing the best we can.
7. Treasurer's report attached:
8. Steve Crompton of Church Pickard presented the Financial Statements of BBBSCVI for the year ending December 31, 2010 as reviewed by Church Pickard. It was moved that the Financial Statements be accepted as presented. Moved by Jennifer Kemp, seconded by Doug Blott, approved
9. Approved of 2011 Budget:  
Moved by Roger Lytton, seconded by Jennifer Kemp, approved
10. Approval of Accountants 2011  
Tabled for next meeting April 21, 2011
11. Guest speaker: Carolyne Rickett, the mother of one of BBBSCVI Little sister talked of some of the many good things that happened during the course of an eight years mentoring, the relationship between her daughter and her Big Sister. It has been so encouraging to witness the relationship and her daughter to grow and matures. Thank you Carolyne.
12. Election of Directors: Jennifer surrenders the chair to Marjorie Driscoll of volunteer Nanaimo for the election of directors of the Board of directors for BBBSCVI for 2011.  
Jennifer Kemp  
Janice McAllan  
Doug Blott  
Roger Lytton  
Kathy King  
Erin Brook  
Brendan Dell
13. Marjorie proposed that the nominations be considered as a slate rather than individually.  
Moved by Stacy Wallington, seconded by Carolyne Rickett- approved
14. There were no nominations from the floor. It was moved that the Directors for the



Board for BBBSCVI be accepted as tabled.

Moved by Carolynne Rickett, seconded by Stacy Wallington – approved

15. In conclusion of the election, Jennifer Kemp reassumed the chair.

16. New business: No new business

17. The President thanked all those who came out tonight and to please enjoy the refreshments provided.

18. There being no further business,

The meeting was adjourned at 6:45 pm

Moved by Paulyne Robinson, approved

Minutes tabled:

Minutes approved:

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Roger Lytton  
Board of Director

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Jennifer Kemp  
President

Attachments:

1. List of Attendees
2. President's Report
3. Executive Director's Report
4. Program Manager's Report
5. Treasurer's Report
6. Budget of 2012
7. 2011 Financial Statement prepared by Church Pickard as at December 31, 2011
8. BBBSCVI Sponsors, Partners & Supporters



**10<sup>th</sup> Annual General Meeting – March 31, 2011**

**List of Attendees**

<u><b>Name</b></u>	<u><b>Affiliation</b></u>
1. Barry Sparkes	Member at large
2. Denise Robinson	(Staff) Executive Director
3. Paulyne Robinson	(Staff) Program Manager
4. Andrea Carpio	(Staff) Bookkeeper
5. Jennifer Kemp	Vice President
6. Kathy King	Board of Director
7. Angel Drolet	Board of Director
8. Laura Healey	Board of Director
9. Jerry Sauder	Member / Volunteer
10. Jennifer Fairweather	Member at large
11. Carolyne Rickett	Mother of Little Sister
12. Megan Rickett	Little Sister
13. Dan Hayward	Big Brother
14. Erin Brook	Board of Director
15. Doug Blott	President
16. Roger Lytton	Secretary
17. Dean Laviolette	Member at large
18. Macy Laviolette	Daughter of Member
19. Brendan Dell	Board of Director
20. Marjorie Driscoll	Volunteer Nanaimo
21. Steve Crampton	Accountant – Church Pickard
22. Teresa Demelo	Big Sister
23. Stacy Wallington	Member / Volunteer



**11<sup>th</sup> Annual General Meeting – March 30, 2012**  
**Executive Director and Board Chair Report**  
**Submitted by Jennifer Kemp & Denise Robinson**

This year was certainly a year of challenges and opportunities for our organization due to the recovery, resulting from the downturn in our economy and staff cutbacks. As a result the Board and Staff focused on restructure sustainable programs, fund development and partnerships. Loss of some of the staff resulted in additional workload for the 2.5 remaining staff and unfortunately less children being served. The Fund Development Committee reviewed the past Special Events and decided to contract a fundraiser on a part time basis to organize and manage the Big Give Campaign. Although the financial target was not reached, many new sponsors and relationships had been developed. Our greatest challenge in 2011 was the implementation of a new Fundraising Event the Big Give Campaign, as well as a new Board and Committee structure.

This year one of the highlights was, Board and Staff were very proud of receiving a great accreditation from National and thanks to our wonderful Case Worker Paulyne we received 100% compliance on the case work. Committees, Board, Staff and the summer students worked very hard and committed many hours to assuring that the pre accreditation materials were complete. Another highlight this year was one of our Little Brothers Tali Campbell who was awarded a CIBC youth vision scholarship, through Big Brothers Big Sisters National. Through this scholarship Tali will be employed as a summer student with BBSCVI during the summer. Tali completes high school in two years, he will pursue a career in Broadcasting. Throughout the year we were extremely pleased to serve 109 children with only one caseworker the main reason this was



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achieved was having the help of summer students through CIBC, Service Canada, and Child and Youth Care students from Vancouver Island University.

Board, staff, volunteers, sponsors and partners have all stayed true to the mission and vision of Central Vancouver Island and all have been committed to assisting us in many ways to assure that our service will continue to serve the children of Central Vancouver Island. Through challenging times, opportunities arise, we are very positive about our future and the goals working towards sustainability, diversity, innovation and partnerships that will assure we build positive futures for the kids in Central Vancouver Island through healthy mentoring relationships. This year we included the children on the wait list in all of the agency activities as well as assisting these families in need of hampers through the Angel Fund at Christmas in partnership with Volunteer Nanaimo.

Of course the families and children we serve and the stories we hear are always the inspiration we strive towards. As one mother put it, "Having a Big Brother for my son has been life changing for him and our family". Board, staff, volunteers, sponsors and partners all remain committed to the youth of Central Vancouver Island we could not do this without support. Our vision is to provide a mentor to every child in need of a mentor; **together we can make a difference.** We are very grateful to all of our sponsors, current and former board members, staff and volunteers who contributed to Big Brothers Big Sisters of Central Vancouver Island in 2011. We are committed to changing the lives of young people one child at a time through mentoring.

Denise Robinson

Jennifer Kemp



**11<sup>th</sup> Annual General Meeting – March 30, 2012**

**Program Manager Report**

**Submitted by Paulyne Robinson**

**COMMUNITY**

In 2011 the Community Program shows little change. We served 32 children; which is average for a year. We always strive to match as many children as we can in this program. The waitlist doesn't change very much; it seems like as soon as we get to match someone, we get a surplus of parents calling in need of our service for their child. We are keeping better contact with the waitlist families; they are invited to all events and waitlist families received Christmas hampers this year.

This year we had an Easter Egg Hunt, celebrated Big Brother and Big Sister Month with a picnic, Halloween Party which included pumpkin picking and Hayride and Christmas party at the Aquatic Centre.

We received season tickets from the Clippers Hockey Team which the matches have been enjoying. We continue to receive tickets from Port Theatre, Oldtimers Hockey game, Christmas shows, Magic shows and monthly bowling passes.

This Christmas along with our office partners, Volunteer Nanaimo, we were able to give out 9 hampers to our families. The support from our community was overwhelming and amazing; we were receiving and delivering donations up until Christmas Eve.

**IN SCHOOL MENTORING**

There has been a drop in ISM matches with the decrease in staff; we had 61 matches in 2011. With the loss of a caseworker, the program committee made the decision to



suspend service at 3 schools; Coal Tyee, Rock City, Ladysmith Intermediate. These schools were chosen by number of matches and school participation. At the start of the 2011-2012 school year; we are working with Brechin Elementary, Fairview Elementary, Uplands Elementary in Nanaimo, Ladysmith Primary and Winchealsea Elementary in Parksville.

With staff cuts in 2010 we didn't have a recruitment plan for 2011 which resulted in fewer volunteers. On the positive side, even with no recruitment we still had many volunteers inquiring about our programs; on the website, phone, or drop ins.

We continue to have an excellent working relationship with all 5 elementary schools. September 2011 caseworker was asked to participate in the schools I.E.P. (Individual Education Plans) meetings with parents and schools. Due to changes in the school district, in order for students to receive extra funding they have to have outside Community involvement; BBBSCVI is consider outside agency involvement. By the students either being on our waitlist or matched in the ISM program the school was able to have their students be designated for extra help at school; which means the school receives extra Education Assistant hours. Caseworker attended these meetings in September and October.

This year we had two Vancouver Island University practicum students; one dropped out early due to personal issues. Our practicum student is helping with Teen Mentoring which has resulted in more teen matches. She is a 3<sup>rd</sup> year student which makes her able to interview, train and monitor matches with the supervision of the caseworker.

### **GO GIRLS**

Two Go Girl sessions; one at Brechin Elementary School and one at Uplands Elementary School. Both programs were a huge success with principals, participants and parents; all were very pleased with the program. The schools all requested the program again this school season.

We served 109 children in our community in 2011; with staff cuts, we are pleased to serve as many children as we did. Board and staff have come together and worked as a



team to keep the agency successful.

Our agency went through an accreditation this year; which proved to be a success. Everyone worked very hard for the accreditation and we all should feel very proud of ourselves for this accomplishment in 2011.

Our little brother Tali was awarded the CIBC Scholarship in which he receives 4 years of paid tuition and summer employment for 2 years of high school and 4 years of college. He worked at Big Brothers Big Sisters of Central Vancouver Island office all summer; we loved having his energy and perspective in the office last summer. Tali worked on the Newsletter, Mentoring Month flag raising and agency picnic. Tali has many media contacts which he used to help with a new agency Youtube video which was a huge success. Tali was a wonderful addition to the agency; looking forward to this summer.

Our agency was lucky enough to have hired, a former staff member, Tiffany Peddie again this summer through the Student Summer Grant. Tiffany has such a high level of work ethic and ability; she was a large part of the accreditation being the success it was. Tiffany worked on the policies and organization of the accreditation.

We are all looking forward to another successful year.

Paulyne Robinson



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**Treasurer Report**

**Submitted by Janice McAllan**

On the financial front 2011 was much better year for our agency than 2010. The agency received a portion of its gaming money early in the year which relived some of the uncertainties and financial pressures. More funding was received in the fall which means the agency is able to go into 2012 with part of the year's funding in the Bank.

We took a different approach to fundraising this year with the help of our fund development committee. They looked at our two big events the Bowl for Kids and Golf for Kids Sake and realized that although they both provided great exposure for the agency; they involved a great money and staff time to organize with a small return for the agency.

This year's main fundraising efforts were through the Big Give Challenge. The BIG Give Challenge encourages sponsors and individuals to team up and create their own fundraising initiative in support of BBBSCVI. Teams can pledge to raise \$1,000 or more over the course of a year. Some of this year events included the Young Professionals of Nanaimo with the 2<sup>nd</sup> Annual Blair McKinnon Celebrity Flag Football Game, the Island Daily Deals, Reed Family Chiropractor and Westjet. The Canadian Western Bank supported our agency again this year with the term deposit campaign and our used clothing continues to provide a steady funding source.

As we head into 2012 BBBSCVI; like many businesses and other Agencies still face many uncertainties due to the current economic climate, but we will continue to focus on continuing to provide excellent service to those we serve while keeping our costs down.



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We will continue our quest for sustainable funding to ensure the continuation of our programs.

As board members we are challenged with the governance of the agency which often involves meetings and paperwork and it is easy to forget the reason we are here. For myself, I have been involved with the Board for a number of years now and what that mean is I have seen some of our little's grow into young adults. The fact that one of those has been selected as a finalist for the Junior Citizen of the Year really reinforces what great things mentoring and friendship can do.

In closing I would like to thank our staff, all our supporters, volunteers and various funding agencies for their hard work and support through 2011 and ask for you continuing support for 2012.

Janice McAllan



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**11<sup>th</sup> Annual General Meeting – March 30<sup>th</sup>, 2012**  
**Sponsors, Partners, Supporters and Volunteers for 2011**

**FOUNDATIONS and GRANTS**

Government of Canada



**Government  
of Canada**

Gaming Direct Access



Ministry of Housing and Social Development

United Way



Canada Summer Job



Rotary Club of Lantzville



Rotary Club of Nanaimo



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**SPONSORS**

Avro Candy Warehouse	Rotary Club of Lantzville
Best Buy	Rotary Club of Nanaimo
Blair Mckinnon Foundation	Scotia Bank
Canadian Western Bank	Serauxman Service Club
Canexus Canada	Silk Road Trading
Catalyst Paper	Telus
Chimp Foundation	TES Holdings
Church Pickard Chartered Accountants	The Forzani Group (Sport Check)
Coastal Spirit Fund	The Keg Nanaimo
Great Canadian Casinos	Tides Canada
Island Daily Deals	Victoria Foundation
Island Savings Credit Union	Westmark Construction
Mid Island Co-Op	VIREB - Vancouver Island Real Estate Board
Mile Zero Motorsports Ltd.	Woodgrove Centre - Ivanhoe Cambridge
Ministry of Housing & Social Developments	Young Professionals of Nanaimo
Orange Lily Lodge	Westjet
Reed Family Chiropractor	



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**Sponsors, Partners, Supporters and Volunteers for 2011**

**2011 PARTNERS**

Big Brothers Big Sisters of Victoria	School District #68
Hospice Thrift Store	School District #69
Independent Orders of Forresters	Tamagawa University
Island Radio	The Light of Christ Church
Ladysmith Health Care Auxiliary Thrift Store	Volunteer Nanaimo
Nanaimo Hospital Auxiliary Thrift Store	

**INDIVIDUAL DONATIONS**

Barry Sparkes  
Brian Mccullough  
D. Peter Booth  
Marilyn Moyes  
Mr. George Anderson  
Ray Pellerin  
Stacy Wallington



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**IN SCHOOL MENTORS**

Abigail Minami	Kathy King
Allison Peacock	Kathy King
Andrea Orantes	Katie O'Toole
Angeline DeBryns	Kayleigh Draper
Barb Blott	Kirk Mohamed
Brianne Shardlow	Kris Ferguson
Candace Tubbs	Kristen Lorenz
Colin Payne	Linda Bradley
Cory Bowater	Nathan Fong
Courtney Coulombe	Neil Lindenthaler
Crystal Shannon	Nicole Duncan
Dallas Chubby	Paul Kim
Dennis Webb	Risa Convey
Evan Cronmiller	Roger Lytton
Fiona Elder	Roslyn Davies
Gordana Clint	Sally Sanders
Grainne Walsh	Sarah Baltus
Hahlay Buck	Shannan Orr
Ian Warbrick	Shirley Chamberlain
James Henderson	Thomas Whyard
Jasmine Hodgins	Tiffany Beaton
Jean-Marc Jacquie	Tiffany Peddie
Joe Forsyth	Tony Jeffs
Joe Sanders	Zach Wright



June Bennett

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**Sponsors, Partners, Supporters and Volunteers for 2011**

**BIG BROTHERS / BIG SISTERS**

Al Morrison	Luc Sauve
Andy Parker	Matt Coady
Ben Freiteg	Nathan Geibelhaus
Bob Hall	Pam Hadikin
Carrie Landry	Patrick Louie
Courtney Lane	Paula Sauve
Dan Arnold	Peter Booth
Dan Hayward	Ray Sabourin
Darlene McRae	Richard Hall
David Lobay	Rick Simpson
Dean Oliphant	Ronna Kit
Hamead Rashead	Sandy Ribeyre
Jamie Doward	Shannon Bills
Janice Potter	Shawn Trivett
Kyle Radick	Teresa Demelo
Lorie Vickers	Tim Richards

**EVENTS VOLUNTEERS**

Lisa Smith  
Carolyn Rickett  
Moria Dolan  
Sam Campbell  
Paula Skilton  
Tali Campbell



## Q U O T E S

*"I'm so glad I decided to be an In-School Mentor!" Parksville Mentor - Amie*

*"The mentor pairs have engaged in such wonderful activities as cooking, sports, woodworking, games, reading and art projects, to name a few." School Counselor*

*"The mentors from Ladysmith Secondary School have shown themselves to be positive role models. They take time out of their busy schedule and come to the elementary school regularly and prepared, and the younger students eagerly await the visits." School Counselor*

*"Mentors often become that one significant 'big person' who can give a student their undivided – attention-something the student may not get elsewhere." Fairview Principal*

*"Big Brothers Big Sisters School Mentor Program provides a valuable and powerful service to at-risk youth in our community." Fairview Principal*

*"In-School mentoring helps build self-esteem and develops confidence. The children learn to develop friendship behaviors that create opportunities for them to make new friends."  
Ladysmith Primary School Principal*

*"In-School Mentoring Program provides "mentees" an opportunity to develop a relationship, an attachment with a positive role model." Uplands School Principal*

*"David (Brechin School mentee), best thing ever for him, have not seen him so outgoing with another adult, ever." Brechin School Principal*

*"Gerry (Brechin School mentee) having his best year so far, he connects well with his mentor."  
Brechin School Principal*

*"I have loved every year of mentoring, especially because I have been able to see the difference I am making. It is a fantastic program, and I think it is valuable not only for the mentees, but for the mentors as well, as they quickly realize that they are making a difference."  
Ladysmith Teen mentor*

*"I first got involved with the program as a way of giving back to my community, but what I didn't realize is how much the program has given me in term of personal growth."  
In-School mentor - Risa*

*"I get to be part of the positive memories of these boys elementary school years, how cool is that." Tony-In school mentor*



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*“I feel honored to be part of these boys’ lives; I get to teach in such a way that they don’t know they’re learning, mainly by just having a good time.”* In-school mentor - Tony

*“Hanging out with Liam is the bright spot of my week.”* Big Brother – Jason

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start  
something  
big



VOLUNTEER  
PARTICIPATE  
DONATE  
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#3-2350 Labieux Rd | Nanaimo, BC, V9T 3M6  
Phone: 250.756.2447 | Fax: 250.756.2439  
[www.bigscvi.ca](http://www.bigscvi.ca)

start something



## Board of Directors 2011

### Executive

President	Jennifer Kemp
Vice President	Erin Brook
Treasurer	Janice McAllan
Secretary	Brendan Dell

### Directors

Roger Lytton  
Kathy King  
Angel Drolet  
Laura Healey

### STAFF

Executive Director	Denise Robinson
Program Manager	Paulyne Robinson
Bookkeeper	Andrea Carpio

*Thank you for making 2011 such a success!*