# Canadian Mental Health Association Regina Branch



# Annual General Meeting 2021-22 June 23<sup>rd</sup>, 2022

Presented via Zoom: 12:00pm

"Alone we can do so little; together we can do so much."

- Helen Keller





## **AGENDA**

## Welcome to the CMHA, Regina Branch Annual General Meeting 2021-22 12:00pm via Zoom

- Introductions & Welcoming Remarks/Call to Order
- II. Minutes of Previous AGM June 22, 2021
- III. Reports:
  - a) Chairperson Report
  - b) Executive Director's Report
  - c) Pre-Vocational Report
  - d) Vocational Report
  - e) Community Engagement Report
  - f) Audit and Finance Report
    - reappointment of Auditor
- IV. Nominating Committee Report
- v. Closing Remarks
- vı. Adjournment



# CMHA Regina Branch Annual General Meeting Minutes of June 22, 2021 Zoom Meeting 5:15 PM

The m	neeting was called to order at:
1.0	Introduction & Welcoming Remarks:  Presented by: Bill Gray
2.0	Minutes of the previous meeting, from November 17 <sup>th</sup> , 2020:
	M/S/C <u>Gary Carlson</u> / <u>Sandy Devine</u> That the minutes of the previous meeting from November 17 <sup>th</sup> , 2020 be approved as circulated.
3.0	Chair, Executive Director & Program Reports:
	3.1 Chair Report, presented by Bill Gray
	M/S/C Barb Church-Staudt / Darin Offen  That the Chair Report be approved as circulated
	3.2 Executive Director Report, presented by <u>Leroy Berndt</u> M/S/C <u>Bruce McKee /Jordan Hardy</u>
	3.3 Pre-Vocational Report, presented by <u>Leroy Berndt</u> M/S/C <u>Jack Wozniak / Wendy Fink</u>
	3.4 Vocational Report, presented by <u>Leroy Berndt</u> M/S/C <u>Sandy Devine / Bruce McKee</u>
	3.5 Community Engagement Report, presented by Shannon Patton M/S/C Gary Carlson / Cathy Keenan- Arp
	Floor opened to questions and comments.

3.6 Audit & Finance Report, possible spoke to the Financial State	resented by <u>Robert Szautner</u> tements.
M/S/C Jim Konecsni	
That the audited financial	statements be approved as circulated
That Robert <u>Szautner-RDS</u> appointed as auditor for ti	Chartered Professional Accountant, C.A., Prof. Corp be he 2021-2022 fiscal year.
M/S/C Jim Konecsni	
4.0 Nominating Committee F	Report:
Colleen Molnar	spoke to the Nominating Committee Report.
Current Board Members are:	Terms Expire:
Bill Gray (2013)	June 2022
Sandy Devine (2013)	June 2022 – Resigning – Served 2 Terms, 2 years
Jim Konecsni (2013)	June 2022
Jordan Hardy (2015, September)	June 2022
Jack Wozniak 2017, January)	June 2023
Kyle Moffat (2017)	June 2023
Colleen Molnar (2012)	June 2021 – Has served 3 Terms
Bruce McKee (2015)	June 2021 – Seeking re-election for 3 <sup>rd</sup> Term.
Cathy Keenan-Arp (2018)	June 2021 - Resigning – Served 1 Term
Barb Church-Staudt (2020)	June 2023
Darin Offen (2020)	June 2023

	Recommendation:			
	The Committee accepts the resignat	ion of Board	Members:	
	Sandy Devine Cathy Keenan-Arp Colleen Molnar	2013-2021 2018-2021 2012-2021		
	The Committee recommends that the serve another term:	ne following I	Director whose term has	expired will
	Bruce McKee (2 <sup>nd</sup> Term)		Term expires: June 2021	
	The Committee recommends that w  Name Wendy Fink  Name Sabeen Ahmad	re welcome t	he following two new Bo Term expires: June 2024 June 2024	ard Members.
	The Nominating Committee would following individuals to serve a term Directors of the CMHA Regina Brand  Bruce McKee  Wendy Fink Sabeen Ahmad  M/S/C Colleen Molnar	n of three yea		
5.0	Closing Remarks: Presented by:Bill Gray			
6.0	Adjournment Time: 6:08 pm  Motion to adjourn Gary Carlson	/Co	lleen Molnar	

#### 2020-21 AGM Guest List

- 1. Bill Gray (Chair)
- 2. Cathy Keenan-Arp (Vice-Chair Board)
- 3. Jim Konecsni (Treasurer)
- 4. Colleen Molnar (Secretary of the Board)
- 5. Bruce McKee (Board Member)
- 6. Sandy Devine (Board Member)
- 7. Jack Wozniak (Board Member)
- 8. Jordan Hardy (Board Member)
- 9. Barb Church-Staudt (Board Member)
- 10. Darin Offen (Board Member)
- 11. Sabeen Ahmed (new candidate for Board Member)
- 12. Wendy Fink (new candidate for Board Member)
- 13. Gary Carlson (guest former Board Member)
- 14. Jessie Carlson (Gary's wife)
- 15. Robert Szautner (Auditor)
- 16. Colleen Quinlan (Ex. Director of Regina Qu'Appelle Mental Health Clinic Funder)
- 17. Beck Tremblay (Conexus Community Engagement Associate)
- 18. Dan Sherven (Ex. Director of Schizophrenia Society)
- 19. Sheila Wignes-Paton (Ex. Director of Phoenix Residential Society)
- 20. Lorna Schmidt (CMHA Staff Admin.)
- 21. Shannon Patton (CMHA Director of Community Engagement)
- 22. Leroy Berndt Ex. Director of CMHA Regina
- 23. Kaitlin Shannon CMHA Vocational Coordinator
- 24. Karmin Golding CMHA Prevocational MHW1
- 25. Suzanne Quesnel -CMHA Prevocational MHW1

## **Chairperson Report 2021-22**

Good afternoon,

On behalf of your Board of Directors, it is my pleasure to present my Chairperson's Report for your perusal.

Unfortunately for me, this is my final report as your Chairperson. Having had the honour of being a Board Member for this wonderful organization, I remain very proud of the elected people of your Board of Directors and, with their outlook on the success of our organization, we can strive to meet all the needs of our members, especially with the pandemic affecting every part of our lives. Every Board Member puts their heart and soul into our branch and continues to look for ways to further improve what we have offered in the past and what we can offer in the future. Due to our Constitution, we regrettably say goodbye to Jim Konecsni, a nine-year member who was our Treasurer for the majority of those years. Jim worked many hours for our organization, and he will be sorely missed. We did have two Board Members who resigned due to personal reasons, but I do know that our Recruiting Committee has found truly qualified replacements.

I am extremely proud of our Administration and Staff, and I cannot thank them enough for what they do individually and as a team each and every day. I think we know all too well where we would be as a Regina Branch without their tremendous and professional support. They all took that extra step to persevere with the COVID-19 barriers. They offered on-line teaching opportunities and still managed to offer food and programming to some of our members.

In the coming year, your Board will be working on the Capital Project and doing some housekeeping regarding the Constitution, Governance and Board policies along with the various other duties of the Board.

Our Board of Directors would certainly like to thank the members for their understanding of the changes required because of COVID-19 and hopes that everyone stays healthy and safe.

In closing, please enjoy the day and every day in the future.

Thank you very much.

Bill Gray

Chairperson, CMHA Regina Branch

## **Executive Director Report 2021-22**

As the Executive Director of CMHA Regina Branch, I would like to extend a warm welcome to you and thank you for joining us at the Annual General Meeting for the period 1 April 2021 to 31 March 2022.

During this financial year we all had to manage a world that was facing the COVID-19 pandemic challenge. The constant question was the manner in which services could be offered to our members in a safe way. Throughout the year, the public health and emergency measures that were put in place to combat the spread of the virus had to be followed. The Branch adapted so that services could be offered to the members. This ranged from small groups coming to the Branch on an appointment basis to having members come any time in the morning or afternoon without an appointment. Change was the only constant. Increased cleaning protocols were maintained throughout the year and social distancing became common place, even in the Branch.

Despite all of the uncertainty in our world, we continued to provide Pre-Vocational and Vocational programming and the Community Engagement area continued to make a significant impact in the community we serve with numerous presentations and training sessions conducted.

CMHA-Regina Branch relies on many community partnerships that help to sustain our operations. Our thanks and appreciation go to the following:

The Saskatchewan Health Authority through whom we receive our major funding from Government, funnelled through the Regina Mental Health Clinic. It is appreciated that there is such communication between the Branch and the Mental Health Clinic, particularly during the pandemic when a conversation and guidance was available.

United Way: The funding CMHA Regina receives from United Way Regina, provides much needed support to our Pre-Vocational program. The Pre-Vocational team works very hard to add variety and creativity to their monthly activities schedule to ensure our members are engaged, active, supported and provided with opportunities to be independent, to make healthy choices and to have an improved quality of life. Thank-you for providing this much needed support.

City of Regina: The Daily Lunch Program offered at CMHA Regina each day is made possible through the funding support of the City of Regina. The pandemic required us to change our procedure for serving meals and resulted in members who visited the Branch being given a takeout meal that they could reheat and eaten at home. Despite having to make this change, this one meal means a lot to many people that we serve and advocate for. Many thanks to the City of Regina for their continued support of a program that addresses a vital need to a special segment of the Regina community.

The City of Regina organized regular virtual meetings with all service providers with the aim of these meetings to identify food insecurity and ways in which to keep people safe.

Community: CMHA Regina Branch is very grateful for the financial support from Punchline Comedy Night, who over the past 5 years have provided opportunities for programming in the branch, with the youth in our community as well as enhancing the esthetics of our Members' Club.

The Rotary Club of Regina Eastview remains a very faithful and important supporter of the Branch.

We are grateful and appreciative to all our funders and community supporters for standing with us in helping our members who live with mental illness to make healthy choices about healthy living. Thank-you.

Thank you to the Board of Directors, each staff member, and our membership who gave so much of their time to the Branch.

Thank you.

**Leroy Berndt** 

### **Pre-Vocational Report 2021-2022**

Our center continued to be an anchor of hope for many in 2021. The Pre-Vocational Program was fortunately able to constantly adapt our services and our delivery style to still meet the needs of our clients and the public, though another year of the pandemic! Our primary focus was to offer individualized support, system navigation, and help keep social connections. We strived to help people maintain and build support networks even though our drop-in center was scaled back significantly. At the beginning of the year "visits" were by appointment with a maximum of 6 participants at one time. Then we had to close the drop-in center from March 24 to June 1st due to Public Health restrictions. Thankfully, we have progressed to a "drop-in format" with a maximum of 20 participants plus the 3-5 members who may be working in janitorial or in the kitchen.



Over the year our programing was adjusted to ensure COVID safety protocols were followed vigilantly. For example, the Virtual Passport Trek Across Canada was an offsite physical/wellness incentive program, while at the center bowling was offered via X-Box, we also taught people how to use technology to access all the online resources. Our members enjoyed watching movies and documentaries together, playing bingo was still a favorite activity, they explored their creativity with crafts and participated in a lot of mindfulness activities. Mostly our members really appreciated having a safe place to come and visit, stay connected with friends and take a lunch home, and look forward to coming back tomorrow.



Activity started to pickup in the fall and we were pleased to have peer lead craft groups and opened up the pool table again.













From a virtual platform we offered Peer Support meetings, Coping Strategies, Group Chats, The Art of Friendship, Supporting Anxiety, Urban Legends, Mindful Meditation, Community Kitchen, and Writing for Your Life. Unfortunately, most of our clients do not have access to the Internet. For our members who were reluctant to attend the drop-in center staff focused on phone and email support. Members especially loved receiving a birthday call!

Our Regina Branch continued to help with the wellness phone line for the public for the first 3 months of 2021. When the drop-in center was closed, we were able to provide some outreach service to deliver emergency groceries and care packages, and at Christmas we dropped off gifts and food hampers to those who were struggling to get out, while others stopped by to pick these up. It should be noted that throughout the whole year we provided take home lunches and support from our front door too. When we were closed people especially appreciated that services were still provided from the front door. For example, in April we provided assistance 95 times and in May, 110 times; which included member support, groceries and lunches, gift cards for meals and coffee, PPE's, system navigation and information to the public, etc.





We are so very grateful for all the generous donations from the community that made it possible for the Pre-Vocational program to help ease the hardship our marginalized population tends to experience. St. Georges Orthodox Cathedral holds us in their heart all year long as they donate cookies and snacks every month, filled a small-gift "wish list" at Easter with their collection for Lent, annually mega-bags of socks come our way, they also purchased 45 new pairs of winter boots, paid for a December Pizza Fest serving 50 members, and always want to know how else they can help! Amazing!

One highlight of the year was that in the fall, September-November, we once again commenced to host nursing student placements; a sign that we were emerging to better times at the Members' Club. They shared the following reflection on how the CMHA Regina Branch contributed to their nursing experience.

"The Canadian Mental Health Association is an excellent community placement for fourth-year nursing students. There were so many opportunities to engage with and learn from community members and the staff was so welcoming and supportive. I felt that I was able to create meaningful connections with members as a group but also with individuals. I gained a deeper understanding of the community and the barriers so many people in the community face, and just how important organizations like the CMHA are in bridging the gaps.

The staff made me feel like a valued part of their organization and it was thanks to them that I was able to connect and work with members attending the club. This has been one of my favorite nursing placements and I can't thank the staff enough for all their support. My time working with people at the association has been so full of positive learning."

On behalf of our team, we have appreciated everyone who helped the Pre-Vocational Program manage a challenging year. Assisting us to thrive were the many contributions from our Practicum Students, Community Partners like St. Georges Orthodox Cathedral, the St. Martins Crafters, The Social B's, Eastview Rotarians, Christ the King Church, and many caring individuals who all helped the program achieve its' goal of having meaningful impacts that help improve the wellbeing of others. Thank you to our Board of Directors, and the Community Engagement Program and all its volunteers and sponsors. Thank you to our program area funders United Way Regina, Regina Mental Health Clinic (SHO), and the Saskatchewan Parks & Recreation Association.

I would especially like to thank my Prevocational Team of 2021, Suzanne, Karmin, Candace, plus the Vocational Team, and all the Regina Branch staff and Members who pulled together to help make this challenging year, a good year at the Members' Club. Proceeding into 2022, I am pleased to welcome Stacey and Jenna to the Pre-Vocational Team as Suzanne and Candace are doing other things.

We are looking forward to rebuilding the "drop-in" nature of the Members' Club, one that is filled with camaraderie, support, and vibrant opportunities to thrive.

There is a belief that all who spend time at the Members' Club will reflect on the Kindness, Goodness, and Gratitude that emanates and resonates from our Regina Branch.





Submitted by Sue Beug, Pre-Vocational Team Leader

### Vocational Report 2021-2022

The year 2021 certainly was a year of adaptations for everybody. Covid restrictions limited the number of members allowed in the Members' Club at one time and many of our members stayed home, just to be safe. All our programs were modified to meet the needs of the members and vocational was no different.

Our former Vocational Coordinator met with members mainly through phone appointments and Zoom. In September, I took over the position of Vocational Coordinator and met with members interested in vocational assistance, downstairs in the club. It was early Fall and members were eager to work so inhouse training was a priority going forward.

Our Vocational funding has allowed us to hire more members for the programs we are operating. The kitchen has had multiple members take Food Safe Level 1 and averaged five members training in our kitchen, preparing meals and learning how to use kitchen equipment. The results were astounding!



They have reached a level of confidence where they can pair up, prepare a meal independently and clean the kitchen, without Dillon's presence. In his absence, the members take over and handle the kitchen duties independently. The kitchen has given out 3,845 meals in the past fiscal year.

Community Kitchen is a program where members are encouraged to learn how to make a meal and take it home for their supper. Dillon has gone from having classes in the kitchen to doing videos on "how to make this" to sending home the food with a recipe. Covid determined his method of teaching members how to cook good homecooked meals. Community Kitchen is quite popular with the members and in the past fiscal year, 268 different individuals made 600 meals through this program.

The Janitorial Program has a great team who excelled in cleaning and disinfecting after every person while at the club. We have had as many as 9 members either training in janitorial or working regular shifts. Their level of commitment during Covid was outstanding.



CMHA Division employed 2 of our members in Community Janitorial, and Child and Youth, 3 members. Seasonal work and odd jobs averaged work for 7 members. Our new Attendance Ambassador program employs 1 member two days a week.

Since my start date in September of 2021, I have had 86 appointments with members interested in Vocational assistance and 3 of my clients have found jobs in the community. One member now works independently in a hotel and two others, at restaurants. Our inhouse training gave them a chance to build their confidence so they were ready to take the next step into the community.

The Career Café is now up and running. Computers are now available for members to use, and I now see clients in my office. Covid restrictions prevented members from coming upstairs. They enjoy meeting in my office, and it is wonderful to be able to talk without all the distractions.

Our biggest accomplishment in 2021 was purchasing a truck for Vocational to start a Gardening/Odd Job Business for interested members. We hope to be busy this Summer with lawnmowing, raking leaves in the Fall and snow shovelling during the Winter. Members are excited to be a part of this venture and I plan to include them in all aspects of this business. My goal is to develop this business for the members so that it will continue for years to come.



The future looks bright for the Vocational Program! We are grateful for the funding that has made this possible. My hope is to encourage members to learn new skills, try new jobs and feel empowered. When this happens, their lives will change.

Submitted by Lorna Schmidt, Vocational Coordinator

## **Community Engagement Report 2021-2022**

This past fiscal year has been a busy year in the Community Engagement area even though we continued to be impacted by restrictions as a result of COVID -19. This past year has shown us all, just how resilient we are and can be.

Educational and awareness presentations to workplaces, high-schools, post -secondary institutions, community agencies and organizations continued, but for the most part, via virtual platforms. The in-person sessions/events were greatly missed but we remain very hopeful that with time, we will be able to be back in person. As our safeTALK training program (suicide alertness for everyone) cannot be delivered virtually, we were thrilled with managing to offer it 3 times in-person this year.

Some of the highlights this past year include wonderful fundraising opportunities. A very special thank you to the organizing committee of Punchline Comedy Night (PLCN) who continually push the envelope to ensure this event is a success even in the midst of a pandemic. This was the 5<sup>th</sup> year that PLCN chose our branch as the recipients of the funds raised. No physical event was held but instead, a taped video of the comedian's performance was shared with all sponsors and supporters. The result was once again unbelievable raising just over \$70 thousand dollars. We are truly appreciative.

Our Ride Don't Hide 2021 was again virtual. We definitely miss the in-person ride and the experience of so many people coming together in one place to support each other, to help eliminate the stigma and most importantly to raise much needed funds for the branch. We were very pleased that the three local Canadian Tire Stores came on this year to support us as our presenting sponsor. It is noteworthy to add that our event continues to be successful due in part to the ongoing support from our sponsors who in the most case have sponsored us from the beginning. Organizations such as Dutch Cycle, Knight Archer Insurance, Edward Jones, Scotia Bank, DQ Grill & Chill Rochdale, Sask Lotteries, TD Asset Management, Westridge Construction LTD, Rawlco Radio, Oxygen Yoga & Fitness East, Postcard Portables and Conexus Credit Union just to name a few. We are truly grateful to all the sponsors, participants, donors, and supporters. This past year our virtual event raised just over \$50K (before expenses).

In September, we once again were fortunate to be one of the three recipients of the Tim Horton's Smile Cookie Campaign. Along side United Way Regina and Family Services Regina, our smiles could not have been any bigger when presented with over \$50 thousand each. The monies were directed to programing and training within the Community Engagement area helping to spread smiles with many more within our community.

Our friends at Crocus & Ivy again this fiscal year hosted two in-store fundraising events for our branch raising close to \$9 thousand dollars. Their efforts have greatly supported our members and the branch over the years in helping to make everyone feel special, valued, and cared for. We are so grateful for their ongoing support.

We were very honored to have unexpectedly received from the Metis Nation Saskatchewan a donation of \$50 thousand to help with costs incurred by COVID in addition to any identified programing need as a result of COVID. For the most part, the money will be directed towards the Pre-Vocational area where we are identifying and developing programming with a potential outreach component.

We would also like to acknowledge all the various smaller fundraisers that have taken place in support of our branch. From jewelry, high-school clothing sales, food drives etc., each one is so greatly appreciated.

Our high-school Awareness Bench program continues to be impactful and sought after. Even during the restrictions of the past year, we were able to install 4 benches in 4 high-schools in the Regina and surrounding area and one elementary school Buddy Bench. The funding for these benches generally comes from the monies raised at PLCN. However, this year, in addition to an Awareness Bench funded by PLCN, we were fortunate to be able to fund one Awareness and one Buddy Bench thanks to the Saskatchewan Roughrider Foundation as well as two Awareness Benches because of two independently generous citizens in Regina who provided the funds.

Our partnership with Dr. Martin Leboldus high school has created many wonderful opportunities. A very significant one this year, was the development, design, and distribution of a transition guide for students going into high school from elementary school. Our working committee was made up by Grade 8 students from feeder schools, Grade 10, 11 and 12 students from Leboldus, as well as teachers, counsellors, Mental Health Capacity Building team and Signature Print It. We truly wanted this project to be for the students, by the students. Along with numerous resources, tips and mental health support, a section was provided including various questions that the Grade 8 students had. The responses were then provided by students from the various high-school grades — of course vetted by the committee. Questions like, how do we find our locker on the first day, do we take all our books with us to each class, how do I find my classes or where are the washroom etc. These types of questions can be overwhelming to a Grady 8 student coming into high school especially when they are coming from a school of 200 to a high school of over 700 for example. Close to 200 guides were handed out which were made possible by the funds provided from the PLCN proceeds.

If you haven't already visited our website, we would encourage you to do so because, this past year, thanks to the funds from PLCN, we were able to redesign, update and make a more inviting and robust website, full of information, support resources and lived experience stories. This was a big project, but it looks great. We will continue to make improvements and add content.

The Community Engagement area continues to be contacted by numerous people within the Regina and surrounding communities for support, a friendly ear to listen or assistance with system navigation- often because they had attended a session, event or one of their family /friends had. Most commonly, people are just looking for someone to listen.

As always, the community engagement area continues to be the only non-core funded area at our branch. While this presents significant challenges and barriers, we are proud with what we have accomplished and the impact we are having in our community. We are very honoured that the community supports this area and the work we are doing.

Thank you to all our wonderful sponsors, donors, and supporters. We are truly appreciative and greatly humbled.

Please visit our website at cmharegina.com and like or follow us on Twitter, Facebook or Instagram to stay up to date on the great things we are doing in Regina.

"Use your smile to change the world; don't let the world change your smile" - Chinese Proverb

Respectfully submitted.

Shannon Patton BA., BSW., RSW., ALHC., ACS Director of Community Engagement

Miller High School



**Leboldus High School** 



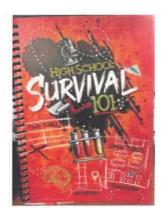
**Smile Cookie Campaign** 







**Transition Guide** 



Ride Don't Hide



**Punchline Comedy Night** 



safeTALK



**Various Donations** 







Mental Health Association Regina Branch Inc. Financial Statements March 31, 2022



#### **Independent Auditors' Report**

To the Members of Mental Health Association - Regina Branch Inc.:

#### Qualified Opinion

I have audited the financial statements of Mental Health Association - Regina Branch Inc. (the Entity), which comprise the statement of financial position as at March 31, 2022, and the statement of operations, statement of changes in net assets and cash flow statement for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In my opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion section of my report, the accompanying financial statements present fairly, in all material respects, the financial position of the Entity as at March 31, 2022 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.

#### Basis for Qualified Opinion

In common with many not-for-profit organizations, the Entity derives revenue from donations and fundraising the completeness of which is not susceptible to satisfactory audit verification. Accordingly, verification of these revenues was limited to the amounts recorded in the records of the Entity. Therefore, I was not able to determine whether any adjustments might be necessary to donation revenue, increase (decrease) in net assets, and cash flows from operations for the years ended March 31, 2022 and 2021, current assets as at March 31, 2022 and 2021 and net assets as at April 1 and March 31 for both the 2022 and 2021 years. My audit opinion on the financial statements for the year ended March 31, 2022 was modified accordingly because of the effects of this limitation in scope.

I conducted my audit in accordance with Canadian generally accepted auditing standards. My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of my report. I am independent of the Entity in accordance with the ethical requirements that are relevant to my audit of the financial statements in Canada, and I have fulfilled my other responsibilities in accordance with these requirements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my qualified audit opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

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

In preparing the financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

#### Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, I exercise professional judgement and maintain professional skepticism throughout the audit. I also:

#### **INDEPENDENT AUDITORS' REPORT (continued)**

- Identify and assess the risks of material misstatement of the financial statements (whether due to fraud or error), design and
  perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis
  for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as
  fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures
  made by management.
- Conclude on the appropriateness of management's use of the going-concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements (including the disclosures), and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

Regina, Saskatchewan June 20, 2022 Robert D. Szautner Chartered Professional Accountant

Robert D Syouther

## Mental Health Association – Regina Branch Inc. Statement of Financial Position

As at March 31, 2022

Current         389,952         312,460           Accounts receivable         3,296         1,513           Prepaid expenses         5,134         620           Investments (Note 3)         180,955         181,470           Capital assets (Note 4)         326,529         329,619           Liabilities         905,866         825,682           Liabilities         4,026         1,449           Deferred contributions (Note 5)         308,026         246,294           Deferred contributions (Note 5)         312,052         247,743           Deferred contributions - capital (Note 6)         65,859         73,987           Net Assets         377,911         321,730           Net Assets         267,285         248,320           Invested in capital assets         260,670         255,632		2022	2021
Cash Accounts receivable Prepaid expenses         389,952 312,460 3,296 1,513 5134 620           Prepaid expenses         5,134 620           Investments (Note 3)         180,955 181,470 326,529 329,619 329,619 326,529 329,619 326,529 329,619 326,529 329,619 326,529 329,619 326,529 329,619 326,529 329,619 326,529 329,619 326,529 329,619 326,682 326,6	Assets		
Accounts receivable Prepaid expenses 1,513 6,20	Current		
Prepaid expenses         5,134         620           398,382         314,593           Investments (Note 3)         180,955         181,470           Capital assets (Note 4)         326,529         329,619           Liabilities         205,866         825,682           Liabilities         4,026         1,449           Deferred contributions (Note 5)         308,026         246,294           Deferred contributions - capital (Note 6)         65,859         73,987           Net Assets         Unappropriated         267,285         248,320           Invested in capital assets         267,285         248,320           527,955         503,952	Cash		312,460
398,382   314,593   314,593   314,593   314,593   314,593   326,529   329,619   329,619   329,			1,513
Investments (Note 3)   180,955   181,470   326,529   329,619   326,529   329,619   326,529   329,619   326,529   329,618   326,529   3	Prepaid expenses	5,134	620
Capital assets (Note 4)       326,529       329,619         905,866       825,682         Liabilities         Current         Accounts payable       4,026       1,449         Deferred contributions (Note 5)       308,026       246,294         Deferred contributions - capital (Note 6)       65,859       73,987         Net Assets       377,911       321,730         Net Assets       267,285       248,320         Invested in capital assets       260,670       255,632         527,955       503,952		398,382	314,593
Section   Sect	Investments (Note 3)	180,955	181,470
Liabilities         Current       4,026       1,449         Accounts payable       4,026       246,294         Deferred contributions (Note 5)       312,052       247,743         Deferred contributions - capital (Note 6)       65,859       73,987         Net Assets       377,911       321,730         Net Assets       267,285       248,320         Invested in capital assets       260,670       255,632         527,955       503,952	Capital assets (Note 4)	326,529	329,619
Current       4,026       1,449         Accounts payable       308,026       246,294         Deferred contributions (Note 5)       312,052       247,743         Deferred contributions - capital (Note 6)       65,859       73,987         Net Assets       377,911       321,730         Unappropriated Invested in capital assets       267,285       248,320         Invested in capital assets       260,670       255,632         527,955       503,952		905,866	825,682
Accounts payable Deferred contributions (Note 5)       4,026 246,294         312,052       247,743         Deferred contributions - capital (Note 6)       65,859 73,987         Net Assets       377,911 321,730         Unappropriated Invested in capital assets       267,285 248,320 255,632         527,955 503,952	Liabilities		
Deferred contributions (Note 5)   308,026   246,294	Current		
Deferred contributions - capital (Note 6)       312,052       247,743         Deferred contributions - capital (Note 6)       65,859       73,987         377,911       321,730         Net Assets       267,285       248,320         Invested in capital assets       260,670       255,632         527,955       503,952			1,449
Deferred contributions - capital (Note 6)         65,859         73,987           377,911         321,730           Net Assets         267,285         248,320           Invested in capital assets         260,670         255,632           527,955         503,952	Deferred contributions (Note 5)	308,026	246,294
Net Assets       377,911       321,730         Unappropriated       267,285       248,320         Invested in capital assets       260,670       255,632         527,955       503,952		312,052	247,743
Net Assets       267,285       248,320         Unappropriated Invested in capital assets       260,670       255,632         527,955       503,952	Deferred contributions - capital (Note 6)	65,859	73,987
Unappropriated         267,285         248,320           Invested in capital assets         260,670         255,632           527,955         503,952		377,911	321,730
Invested in capital assets         260,670         255,632           527,955         503,952	Net Assets		
Invested in capital assets         260,670         255,632           527,955         503,952	Unappropriated		248,320
		260,670	255,632
<b>905,866</b> 825,682		527,955	503,952
		905,866	825,682

Approved on behalf of the Board

Scoo May.

Director

# Mental Health Association — Regina Branch Inc. Statement of Operations For the year ended Merch 31, 2022

	2022	2021
Revenue		
Funding Agencies		
Regina Qu'Appelle Health Region	492,066	484,019
CMHA - Saskatchewan Division	61,792	16,833
Saskatchewan Lotteries	10,909	5,132
United Way	41,259	82,487
Funding - City of Regina	36,038	6.780
Fundraising	89.875	71,646
Donations	101,389	84,893
Fee for service		5,310
Office space rent	13,200	13,200
Investment income	(504)	20,259
Miscellaneous	24.183	18.679
Programs	23,000	15,374
	893,207	824,612
Expenses		
Administration	58,402	54,069
Building maintenance	37,164	35,831
Fundraising	4,945	32,125
Office	40,105	35,905
Payroll - members	34,580	19,233
Payroll - program	-	306
Payroll - staff	515,723	515,795
Payroll – employee benefits	85,71 <b>7</b>	78,537
Vocational programming	68,517	37,340
Pre-vocational programing	15,096	7,151
Transportation	8,955	8,442
	869,204	824,734
Excess (deficiency) of revenues over expenses	24,003	(122)

# Mental Health Association – Regina Branch Inc. Statement of Changes in Net Assets For the year ended March 31, 2022

	Invested in Capital Assets	Unappropriated Surplus	2022	2021
Unappropriated surplus, beginning of year	255,632	248,320	503,952	504,074
Excess (deficiency) of revenues over expenses	(16,171)	40,174	24,003	(122)
Purchase of capital assets	28,209	(28,209)	-	-
Capital deferred contributions acquired	(7,000)	7,000		
Unappropriated surplus, end of year	260,670	267,285	527,955	503,952

# Mental Health Association – Regina Branch Inc.

**Statement of Cash Flows** 

For the year ended March 31, 2022

	2022	2021
Cash provided by (used for) the following activities Operating activities		
Excess (deficiency) of revenues over expenses	24,003	(122)
Amortization	31,299	30,234
Unrealized loss (gain) on investments	516	(20,241)
(Increase) decrease in:		
Accounts receivable	(1,783)	4,848
Inventory	ъ	311
Prepaid expenses	(4,514)	10,911
Increase (decrease)	•	-
Accounts payable	2,576	(5,328)
Government remittances payable		(16,514)
Deferred contributions	53,604	106,039
	105,701	110,138
Investing activities		
Purchase of capital assets	(28,209)	(12,662)
	(28,209)	(12,662)
Increase in cash resources	77,492	97,476
Cash resources, beginning of year	312,460	214,984
Cash resources, end of year	389,952	312,460

# Mental Health Association – Regina Branch Inc. Notes to the Financial Statements

For the year ended March 31, 2022

#### 1. Incorporation and commencement of operations

The Mental Health Association – Regina Branch Inc. (the "association") was incorporated on March 11, 1982 under the Non-Profit Corporations Act of Saskatchewan. The principal activity is to provide social and vocational programs via structured recreation, socialization, employment, and training activities for persons with mental health impairments.

#### 2. Significant accounting policies

The financial statements have been prepared in accordance with Canadian Accounting Standards for Not-for-Profit Organizations using the following significant accounting policies:

#### Cash and cash equivalents

Cash and cash equivalents are made up of unrestricted cash and short-term investments with original maturity of three months or less from the date of acquisition.

#### Inventory

Inventory is recorded at the lower of cost and net realizable value.

#### Capital assets

Capital assets are recorded at cost.

Amortization is provided using the following methods and rates intended to amortize the cost of assets over their estimated useful lives. Land is recorded at cost and not amortized.

	Method	Kate
Building	declining balance	4 %
Vehicles	declining balance	20 %
Computer	declining balance	20 %
Furniture and fixtures	declining balance	20 %

#### Revenue recognition

The association 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, fundraising and sponsorships are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

#### 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 amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period.

Amortization of capital assets is provided based on the association's estimate of useful lives of those assets.

These estimates and assumptions are reviewed periodically and, as adjustments become necessary they are reported in excess of revenues and expenses in the periods in which they become known.

#### Income taxes

The association is registered as a charitable organization under the *Income Tax Act* (the "Act") and as such is exempt from income taxes and is able to issue donation receipts for income tax purposes. In order to maintain its status as a registered charity under the Act, the association must meet certain requirements within the Act. In the opinion of management, these requirements have been met.

# Mental Health Association – Regina Branch Inc. Notes to the Financial Statements

For the year ended March 31, 2022

2022

2024

#### 2. Significant accounting policies (continued)

#### Financial instruments

The association initially measures its financial assets and financial liabilities at fair value. It subsequently measures all its financial assets and financial liabilities at amortized cost.

Financial assets subsequently measured at amortized cost include cash, accounts receivable and inventory. Financial liabilities subsequently measured at amortized cost include accounts payable.

#### Financial asset impairment:

The association assesses impairment of all of its financial assets measured at cost or amortized cost. When there is an indication of impairment, the association determines whether it has resulted in a significant adverse change in the expected timing or amount of future cash flows during the period. If so, the association reduces the carrying amount of any impaired financial assets to the highest of: the present value of cash flows expected to be generated by holding the assets; the amount that could be realized by selling the assets; and the amount expected to be realized by exercising any rights to collateral held against those assets. Any impairment, which is not considered temporary, is included in current period excess (deficiency) of revenues over expenses.

#### 3. Investments

Investments consist of mutual funds held with IG Wealth Management.

#### 4. Capital assets

	Cost	Accumulated amortization	2022 Net book value	2021 Net book value
Land	25,000	_	25,000	25,000
Building	376,563	164,963	211,600	220,416
Vehicles	81,912	35,326	46,586	32,687
Computer	48,291	33,666	14,625	15.619
Furniture and fixtures	100,810	72,092	28,718	35,897
	632,576	306,047	326,529	329,619

#### 5. Deferred contributions

	2022	2021
Grant funding received in advance for 2023 fiscal year	159,105	143,203
Memberships		425
Designated fundraising proceeds	148,921	102,666
	308,026	246,294

# Mental Health Association – Regina Branch Inc. Notes to the Financial Statements

S to the Financial Statements

For the year ended March 31, 2022

#### 6. Deferred contributions - capital

	2022	2021
Grant funding received for purchase of capital assets	41,095	47,341
Capital campaign fundraising	7,000	-
Fundraising proceeds used for purchase of capital assets	17,764	26,646
	65,859	73,987

#### 7. Financial instruments

The association as part of its operations carries a number of financial instruments. It is management's opinion that the organization is not exposed to significant interest, currency or credit risks arising from these financial instruments except as otherwise disclosed.

#### Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The Association is exposed to this risk mainly in respect to its accounts payable.

#### Interest rate risk

The association is exposed to interest rate risk on its fixed and floating interest rate financial instruments. Fixed-interest instruments subject the association to fair value risk, while floating-rate instruments subject it to cash flow risk. The association is exposed to this type of risk on the mutual funds it holds.

#### Economic dependence

The association receives significant revenue in contracts from the Regina Qu'Appelle Health Region. As a result, the association is dependent upon the continuance of these contracts to maintain operations at their current level.

#### 9. Impact of COVID-19

In March 2020, there was a global outbreak of COVID-19, which has had a significant impact on organizations through the restrictions put in place by the Canadian, provincial and municipal governments regarding travel, business operations and isolation/quarantine orders. At this time, it is unknown the extent of the impact the COVID-19 outbreak may have on the Organization as this will depend on future developments that are highly uncertain and that cannot be predicted with confidence. These uncertainties arise from the inability to predict the ultimate geographic spread of the disease, and the duration of the outbreak, including the duration of travel restrictions, business closures or disruptions, and quarantine/isolation measures that are currently, or may be put, in place by Canada and other countries to fight the virus.



## Nomination Committee Report – 2021-2022

To vote at the Annual General Meeting or sit on the board of Directors, you must be a member in good standing.

- The bylaws state that the Board of Directors will consist of no less than 6 members and no more than 15.
- Quorums must meet 50% of elected Board Members.

#### **Members of the Nominating Committee:**

Barb Church-Staudt, Shannon Patton and Sabeen Ahmad

Current board of Directors	Term Expires (June)
Bill Gray (2013)	2022
Jim Konecsni (2013)	2022
Jordan Hardy (2015, September)	2024
Bruce McKee (2015)	2024
Kyle Moffatt (2017)	2023
Barb Church-Staudt (2020)	2023
Sabeen Ahmed (2021)	2024
Wendy Fink (2021)	2024

#### There are two Board Members whose current terms have expired:

- Bill Gray (June 2012) Not eligible for re-election
- Jim Konecsni (June 2012) Not eligible for re-election

#### **Two Resignations Received:**

- Jack Wozniak (January 2017 January 2022)
- Darin Offen (June 2020 January 2022)

The Board would like to recognize Jack and Darin for their contribution and commitment to the Regina Branch and to thank them for their support for the mental health community.

#### **Retiring Board Members:**

Bill Gray joined the Regina Branch Board in June 2012 and concluded his third consecutive term in June 2022. He has made valuable contributions to the organization serving as Board Chair for the majority of his nine years, as well as serving on many committees. Everyone, including staff, who had the pleasure of working with Bill were made to feel very special. Bill was very quick to always lend a hand, volunteering at numerous branch fundraisers and events in addition to hosting celebration parties at his home for staff and fellow board members.

Jim Konecsni joined the Regina Branch Board in June 2012 and concluded his third consecutive term in June 2022. Jim has held the position of treasurer for his entire time on the board. We have greatly appreciated Jim's guidance and expertise in the financial area.

Their commitment of time and energy to the Regina Branch is recognized with gratitude and appreciation. Both Bill and Jim will be greatly missed.

#### **New Board Members – Nominating Committee Recommendations:**

After careful consideration, interviews and written submissions the Nominating Committee is pleased to introduce and recommend the following individuals who have agreed to allow their names to stand for election to the Regina Branch Board of Directors:

#### Samantha Mitschke-Hanna

- Samantha presently works in Human Resources at Viterra. She has over 18 years' experience in the human resources field.
- Her direct experience includes recruitment, performance management, employee/labour relations, HR policy development, employee engagement, pension benefits, compensation, wellness and disability management.
- Samantha is an active volunteer in her community and local school.
- Samantha is an advocate for people living with mental illness and has supported CMHA,
   Regina Branch fundraising initiatives in the past.
- Mental illness has had a close impact on Samantha's life and she recognizes that this is an opportunity to influence and impact the broader society in a significant way.

#### **Amanda Lanoway**

- Amanda is presently working at the Regina Public Library as the Volunteer Coordinator, Community Engagement and Programming.
- In her prior employment she worked with the United Way for 17 years. The last four years were as the Director of Engagement.
- Her direct experience includes media spokesperson, community engagement, volunteer management and fundraising.
- Amanda has significant volunteer experience working with many associations, committees and councils, and is a member of the Rotary Club of Regina.
- Amanda's present position has brought her a better understanding and appreciation of vulnerable populations including those with mental illness and the barriers that they experience.

#### **Karen Brownlee Schlamp**

- Karen is a journalist and communications professional. She is currently working at Martin Charlton Communications as Director of Editorial Content. Her past experience includes radio, print and online journalism for 15 years prior to moving into communications consulting and marketing for the last seven years.
- Volunteer experience revolved around her children's activities and interests. Now that her children are older she wants to contribute more of her time to the community.
- She is interested in learning more about mental health and contributing to the conversation.
- She recognizes that while removing stigma is very important, we need to fully support people's mental health needs through necessary resources and services.

#### Diana Hawryluk

- Diana is currently the Principal of Veracity Planning solutions Inc. She is a registered
  professional planner with over 25 years of experience at all three levels of government
  here in Canada and Bermuda. Over the last 10 years Dianna worked for the City of Regina,
  the last seven years as the Executive Director of City Planning and Community
  Development.
- Of particular interest is her overseeing of the social grant programming while working at the city. She is aware of the mental health challenges facing our community.
- Diana has participated on many Boards, Councils, University Senate, and Committees. She has a keen understanding of Board roles and responsibilities.
- Diana is aware of the struggle with mental health issues, and the importance of having access to supports. She would like to further her commitment to her community.

#### **Jess Reimer**

- Jess is the owner and consultant with Paper Plane Communications. It serves clients in the arts, culture and tourism through brand and content strategy and design.
- At this time, Jess is completing her Master's in Psychology and Health Studies through the U of S. She also holds a post graduate certificate in Professional Writing for Marketing and Public Relations.
- Jess has recently moved back to Regina after a 12 year absence. She is eager to put her skills to work to plug back into and give back to the community.

#### **MOTION:**

On behalf of the Nominating Committee I would like to move that the Board vote in favour of accepting the following individuals to serve a term of three years (2022-2025) on the Board of Directors of the CMHA Regina Branch:

- Samantha Mitschke-Hanna
- Amanda Lanaway
- Karen Brownlee Schlamp
- Diana Hawryluk
- Jess Reimer

Respectfully submitted on behalf of the Nominating Committee

Barb Church-Staudt, Chair June 23, 2022

# The Canadian Mental Health Association, Regina Branch wishes to recognize the generosity of additional financial support provided to us throughout the past fiscal year.

### **Grants:**

Saskatchewan Health Authority (Vocational Grant)

United Way Covid Relief Fund

**United Way Support Grants** 

## **Fundraising Sponsors:**

**Punchline Comedy Night** 

Ride Don't Hide

- Canadian Tire
- Dutch Cycle
- Knight Archer Insurance Brokers
- > Edward Jones
- > Scotiabank
- > TD Asset Management
- DQ Grill & Chill Rochdale
- Sask Lotteries
- Westridge Construction LTD
- ➢ Rawlco Radio
- > Oxygen Yoga & Fitness East
- Postcard Portables
- Conexus Credit Union

Métis Nation Saskatchewan

Rotary Club of Regina Eastview

iQmetrix

Crocus & Ivy

Tim Horton's Smile Cookie Campaign

Saskatchewan Parks and Recreation

Fries Tallman Lumber

In addition, we would like to thank all the many organizations, service groups, and those who provided personal donation throughout this past year. We appreciated your support!!

# CMHA Regina Branch wishes to recognize the generosity of our funders and various sponsors!! We appreciate your support!!







City of Regina

























Crocus & Ivy













