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**2021 ANNUAL GENERAL MEETING**

**Dates: November 22nd to 27th**

**BY EMAIL**

2021 EMAIL ANNUAL GENERAL MEETING

Dates: November 22 to 27th

AGM process that we will follow in chronological order is:

1. November 22-24th
   1. Instructions for email AGM
   2. AGM agenda including the following:
      1. Minutes of 2019 AGM
      2. Reports from the executive including the president, treasurer, membership secretary, volunteer coordinator, Meals on Wheels, Drivers to Doctors and Fundraising, and any other that the board deems appropriate.
      3. Any nominations for director positions.
      4. List of Motions to be voted on.

Members will forward any questions about the reports to the board asking for clarifications etc.

All questions must be received by 6 pm on the 2th.

1. November 25th

The board will have until the end of day to answer all questions raised by the members.

Questions and answers will be sent to all members.

1. November 26th

The voting on any motion brought up at this meeting will be done using Survey Monkey.

1. November 27th

The board will tally the results and send out a report to the membership.

The AGM will be adjourned by the president.

**2021 Gabriola Auxiliary Annual General Meeting Motions**

**Motion 1**

Move that the agenda be approved as presented

**Motion 2**

Move that the minutes of the November 22 – 27 2020 Email Annual General Meeting be approved as circulated.

**Motion 3**

Move that the Gabriola Auxiliary Annual Financial Statements for the year ending September 30, 2021 be approved as presented

**Motion 4**

**Election of Directors at Large**

**Motion 5**

Move that the membership approves the recommendation of the Board to grant the Gabriola Art Council $10000.00 for the Healing Power of Art.

*“We are requesting funds to support an on-going community arts-health program, designed for and delivered to residents of Gabriola. The funding will go to support existing programs, as well as fund a new program centered around mental health, in particular anxiety.”*

**AGENDA**

**1) …Call to Order**

**2) …Approval of the Agenda**-,

**3) …Approval of last year’s minutes** **as presented**

**4) …Reports**

**President’s Report – Simone** **Halpin**

**Treasurer’s Report – Marni Laird**

**Events Report – Simone**

**Volunteer Hours Report – Dominque Pattinier**

**Membership Report – Simone**

**Meals on Wheels report – Tessa**

**Drivers to Doctors report – Marni**

**5) …Election of Officers**

**6) …Adjournment**

**November 22, 2021**

1. **Call to Order**

**2) Approval of the agenda**

**3) Approval of minutes of 2020 AGM**

**MINUTES FOR 2020 EMAIL ANNUAL GENERAL MEETING**

**Dates: October 26th to 30th, 2020**

The Annual General Meeting was held via email starting October 26th and was adjourned on October 30th after the report of the vote on motion using Survey Monkey.

Two weeks prior to the start of the AGM members were sent an outline of the upcoming proceedings and time lines as well as Special Motions that would be presented. Special motions are those that will, if passed, result in a change to our bylaws. There was also a call for nominations to the Board of Directors.

**Part 1…October 26th to 28th**

The AGM package was distributed to all 70 members of the Auxiliary . Process and instructions were outlined. Members were given until the October 28 to send questions to the Board.

The following reports were submitted and are attached and form part of these minutes:

President’s Report – Simone.

Treasurer’s Report – Marilyn.

Events Report – Simone

Volunteer Hours Report – Tessa

Membership coordinator – Betty

Meals on Wheels report – Tessa

Drivers to Doctors report – Marni

BCAHA VI Director’s report – Simone

**Part Two: A Call for the Vote (October29 and 30)**

All motions have been moved and seconded and recorded. The following motions were sent out via Survey Monkey.

**Motion 1:** Move that the agenda be approved as presented. **Carried**

**Motion 2:** Move that the minutes of the November 18, 2019 Annual General Meeting be approved as circulated. **Carried**

**Motion 3:** Move that the Gabriola Auxiliary Annual Financial Statements for the year ending September 30, 2020 be approved as presented. **Carried**

**Motion 4: Terms of Office, Article 4.2:** To reduce the term from 3 years to 2 years. **Carried**

**Motion 5** Part 6 Board Positions, 6.2(h)..Nominations

The Board moves that the last part be changed to “until such person has not been a director for a period of at least one (1) fiscal year” **Carried**

**Motion 6 Election of Directors at Large**

The Board moves that the 2 nominee be **acclaimed** to these positions,

Janice Raven Rachelle Cregheur

**Part Three: October 31 Voting Results, Announcements, and Adjournment**

On October 31 the result of the vote were sent out to all the membership. 70 members were invited to participate, 26 did participate. The vote on each motion was 26 for and 0 against. The AGM chair then adjourned the 2020 Annual General Meeting.

**4)… REPORTS TO 2020 GABRIOLA AUXILIARY AGM**

**2020 PRESIDENT’S REPORT for GAIHCS AGM**

I want to welcome all the auxiliary members to the Email AGM for 2020.

What a strange time we are currently living in! Who would have thought that a little bug could case such chaos all over the world.

This of course was not the only big issue the auxiliary had to deal with. In January, the building changed hands so there as all the issue of the changeover, negotiating the lease provision, storage space upstairs and all the other things. All in we are paying quite a bit more for our space. Marilyn will address this in her report. We were very fortunate to get a landlord group that is very easy to work with, very supportive of what we do and very responsive to issues that arise. Wildwood & Bluewater Ventures Inc. is that landlord.

The next thing we had to deal with was the resignation of our Shop Manager, Carol Fergusson when she was successful in her bid for the Executive Director position with the Gabriola Arts Council. We went thru the hiring process and hired Rhonda Bruce as the Store Manager.

Then came COVID-19!! We shut down from mid March to June 20th. Prior to re-opening we worked hard developing a re-opening plan with all the covid protocols for the shop and the ice cream cart. Our primary goals were to create a space where our volunteers felt safe to work and our customers felt safe to shop. I believe we have accomplished that. We did have to reduce our operating days because not all volunteers were able to return to the shop. If you want to check out the protocols they are posted on our webpage: [www.gabriola-auxiliary.org](http://www.gabriola-auxiliary.org) . There is lots of other great information on the website thanks to Hilary Plowright who maintains it.

We continue to do whatever we can within the confines of the pandemic.

I want to thank the board members for their continued support and hard work. Marilyn, Betty, Tessa, Marni, Dominique and Dorothy. You are amazing to work with and I can always count on great discussion of issues at board meetings.

I also must thank the others that continue to contribute in such a big way to make our auxiliary continue to prosper. Rhonda Bruce , Annette Sweeney: Ice cream, Hiliary Plowright: website, Arlene Maclowick: card sender and Molly Henney: Knitwits

The biggest thanks goes out to all our volunteers…you are amazing!!

We wish to also thank all the community people, businesses and individuals, who have supported our programs, event in the many ways that they do. You are what keeps us going.

We will continue to do all the things as we can to fulfil our mandate of supporting other Not for Profit Organization for health related programs.

We look forward to the day when we can get back to doing things that we could before, but for now, we will just stay the course.

Again I ask If anyone has new ideas please share them with us.

**What do we need?**

We are always looking for more volunteers and more board member.

We still need people to step up to take on duties to help the board even if they are not on the board. Positions such as “assistant to the treasurer” or “events planner” could be filled this way. We have members who can no longer work in the shop scoop ice cream or do driving but could they do laundry, cut up raffle tickets, etc., help at events sitting at a table to tickets, sell raffle tickets, collect money at different sales tables. All these would help a great deal. If you have friends that may like to do these things invite them to talk to us.

We still need to look at ways to engage our membership. How can we do this? Should we have more frequent meeting….maybe quarterly? It seems that our membership is reluctant to cross program lines. How do we change this? What are your ideas? Please send some feedback.

**Remember:**

**This is your auxiliary and we all need to step up.**

**If not you, then who?**

**GAIHCS Treasurer’s Report**

**October 26, 2020**

**(presented by Marilyn Heraty, Treasurer)**

You are receiving the financial reports for our fiscal year ending September 30, 2020 in this AGM package. As you can see we have had a net loss of ($19,917.97) compared to our net loss of ($4,015.26) for our 2018/19 fiscal year. As everyone is aware we were closed from March 18, 2020 to June 19, 2020. We had zero income for that period of time. We have only been open for 3 days a week to shop in the store. This has had a dramatic effect on our income. The ice cream net sales have decreased only $1,369.00 from the previous year. With the sale of the property in February, 2020 we had an increase in rent from February 1, 2020. We have budgeted for this expenditure in our 2020-21 budget. We have requested a property tax exemption for our share of the property taxes and this has been granted starting next year. This will be a savings of over $2,000.00 per year. Our new landlords applied for Hydro and Rent subsidies, through the Federal Government, on our behalf which also was granted.

I would like to acknowledge the tremendous effort that Simone Halpin made to ensure we had the correct Covid protocol so we could open the store on June 20th.

Our new store manager, Rhonda Bruce, tried to start working on March 18th which is the day we closed the store for Covid 19. Rhonda was there to work on June 20th and has had a very steep learning curve since business as usual is not the norm with The GABE Shop. We have attracted new volunteers which has help to keep the store open. There are some of our regular volunteers that do not feel they can work in the store during this Pandemic.

We will be requesting a reimbursement from the G.S.T. department as we were not aware that our previous landlords were collecting G.S.T. I will be working with our Accountants to process this claim. Hopefully next year I will have a positive response to report to all of you.

As stated before this has been a difficult year but we are still able to fulfill our, second year commitment of $10,000.00 to P.H.C. for their Home Hospice Program and $750.00 to P.H.C.’s Emergency Fund for Gabriola residents finding themselves in time of need.

At year end we still have a healthy balance of almost $75,000.00 in our investments, chequing and savings accounts. This will give us the necessary funds to keep the Auxiliary afloat during this Pandemic.

Even with this year’s lower revenue the Auxiliary has contributed over $176,500.00 to our community for health related projects since our beginning in 2012.

The Loyalty Card program has been suspended while the store is not open for our regular hours. Once we can go back to five days a week we shall review our financial situation to see if we can reinstate this program.

We are still able to successfully run Meals on Wheels and local Drivers to Doctors programs.

Thanks to the generous donations to the GABE Shop we have raised $1,033.00 from Auxiliary members and $324.00 from Knitwits. During this time of limited fund raising activities these amounts are a tremendous help. I would like to give a very big thank you to Tessa Spero for her generous contribution of Covid masks. This donation accounted for almost the entire Auxiliary members contribution.

I wish to thank the members of the Auxiliary and the patience of the Board, for the opportunity of working with you again this year.

May 2021 be kinder to all of us.

**The Gabriola Auxiliary for Island Health**

**Comparative Income Statement**

**REVENUE** As at 30/09/2020 As at 30/09/2019

**Society Income**

|  |  |  |
| --- | --- | --- |
| Donations Individual | 3,383.08 | 3,634.79 |
| Membership Fees | 672.00 | 684.00 |
| Fund Raisiing Events | 5,173.75 | 8,826.55 |
| Bank Interest | 1,123.77 | 946.71 |
| **Net Sales** | 10,352.60 | 14,092.05 |
| **Other Revenue**  ETSY sales | 163.06 | 233.12 |
| Gabe Shop | 46,709.80 | 64,424.09 |
| Gift Shop Loyalty and Gift Cert | -2,100.00 | -3,960.00 |
| Welcome Wagon Gift Certificate | -37.80 | -55.60 |
| Gabe Shop - Other | 0.00 | 15.16 |
| PST Commission | 151.14 | 173.13 |
| Credit Card - Cash Bacl | 254.65 | 0.00 |
| Ice Cream | 11,407.83 | 15,679.15 |
| **Total Other Revenue** | 56,548.68 | 76,509.05 |
| **TOTAL REVENUE** | 66,901.28 | 90,601.10 |
| **EXPENSE** |  |  |
| **Cost of Goods Sold**  Cost of Ice Cream | 2,933.98 | 5,836.54 |
| Meals On Wheels Purchases | 339.17 | 25.00 |
| Milage - Drivers to Doctors | 179.28 | 0.00 |
| **Total Cost of Goods Sold** | 3,452.43 | 5,861.54 |
| **Payroll Expenses**  Wages & Salaries | 18,727.15 | 26,649.96 |
| EI Expense | 437.00 | 588.74 |
| CPP Expense | 870.90 | 1,129.68 |
| WCB Expense | 81.86 | 118.35 |
| **Total Payroll Expense** | 20,116.91 | 28,486.73 |
| **General & Administrative Expe...**  Accounting & Legal | 1,100.00 | 1,269.00 |
| Advertising & Promotions | 1,839.67 | 1,688.52 |
| Business Fees & Licenses | 764.25 | 654.75 |
| Cash Short/Over | -369.11 | -374.47 |
| Fund Raising Expenses | 1,853.52 | 2,900.24 |
| Amortization Expense | 538.00 | 609.58 |
| Insurance | 1,751.00 | 1,749.00 |
| Interest & Bank Charges | 96.77 | 94.65 |
| Office Supplies | 2,082.48 | 1,048.63 |
| ETSY supplies | 62.22 | 74.76 |
| Property Taxes | 0.00 | 2,823.05 |
| Moneris | 514.72 | 625.15 |
| Miscellaneous Expenses | 187.08 | 150.61 |
| Rent | 11,920.85 | 12,750.00 |
| Repair & Maintenance | 287.50 | 1,268.39 |
| Telephone | 1,831.79 | 1,751.57 |
| Training, Conferences & Meetings | 179.46 | 2,220.86 |
| Travel & Entertainment | 17.94 | 0.00 |
| Utilities | 721.77 | 1,113.80 |
| **Total General and Administrati...** | 25,379.91 | 32,418.09 |
|  |  |  |

|  |  |  |
| --- | --- | --- |
| **Total General & Admin. Expen...** | 37,870.00 | 27,850.00 |
| **TOTAL EXPENSE** | 86,819.25 | 94,616.36 |
| **NET INCOME** | -19,917.97 | -4,015.26 |

**The Gabriola Auxiliary for Island Health Comparative Balance Sheet**

As at 30/09/2020 As at 30/09/2019

**ASSET**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Current Assets** |  | | | |
| Cash to be deposited | 0.00 |  | -72.52 |  |
| Petty Cash | 300.00 |  | 300.00 |  |
| Shop Till Float | 490.00 |  | 490.00 |  |
| Chequing Account | 14,370.18 |  | 29,453.50 |  |
| Savings Account | 40,552.31 |  | 20,374.08 |  |
| Credit Union Shares | 5.07 |  | 5.07 |  |
| Total Cash |  | 55,717.56 |  | 50,550.13 |
| GIC 3 month Redeemable | 10,000.00 |  | 10,197.28 |  |
| GIC 18 month Non Redeemable | 10,000.00 |  | 36,426.92 |  |
| Total Investments |  | 20,000.00 |  | 46,624.20 |
| Prepaid Expenses |  | 1,120.00 |  | 1,120.00 |
| **Total Current Assets** |  | 76,837.56 |  | 98,294.33 |
| **Capital Assets** |  |  |  |  |
| Office Furniture & Equipment | 2,990.38 |  | 2,990.38 |  |
| Accum. Amort. -Furn. & Equip. | -1,459.58 |  | -921.58 |  |
| Net - Furniture & Equipment |  | 1,530.80 |  | 2,068.80 |
| **Total Capital Assets** |  | 1,530.80 |  | 2,068.80 |
| **Other Non-Current Assets** |  |  |  |  |
| Computer Software |  | 622.58 |  | 622.58 |
| **Total Other Non-Current Assets** |  | 622.58 |  | 622.58 |
| **TOTAL ASSET** |  | 78,990.94 |  | 100,985.71 |
| **LIABILITY** |  |  |  |  |
| **Current Liabilities** |  |  |  |  |
| Vacation payable |  | 0.00 |  | 842.56 |
| WCB Payable |  | 176.31 |  | 210.48 |
| Gift Certificates |  | 132.08 |  | 112.08 |
| PST Payable |  | 561.40 |  | 740.54 |
| GST/HST Charged on Sales | 2,324.56 |  | 3,237.55 |  |
| GST/HST Paid on Purchases | -774.16 |  | -646.22 |  |
| GST/HST Owing (Refund) |  | 1,550.40 |  | 2,591.33 |
| **Total Current Liabilities** |  | 2,420.19 |  | 4,496.99 |
| **TOTAL LIABILITY** |  | 2,420.19 |  | 4,496.99 |
| **EQUITY** |  |  |  |  |
| **Owners Equity** |  |  |  |  |
| Retained Earnings - Previous Year | 96,488.72 | | 100,503.98 | |
| Current Earnings | -19,917.97 | | -4,015.26 | |
| **Total Owners Equity** | 76,570.75 | | 96,488.72 | |
| **TOTAL EQUITY** | 76,570.75 | | 96,488.72 | |
| **LIABILITIES AND EQUITY** | 78,990.94 | | 100,985.71 | |

**2020 AGM EVENTS REPORT**

We had actually developed a pretty good plan for the entire fiscal year in terms of events. We started off with the Meat Draws and 50/50 draws at the Skol which we planned to run every 2nd week from October 26th to May 16th. Of course these came to a screeching halt when we had to close down due to Covid. However, in that time we netted $1,391.23 from the meat draws and $577.00 for the 50/50.

Winners also donated around $350.00 back to the Auxiliary.

We also held a couple BC Ferry’s Experience card draw that netted $428.00. (We currently have a draw running right now that ends next Saturday so come buy your tickets at the shop.)

The other planned events: Mother’s Day Tea, Birthday Event, and the BIG Draw were all cancelled.

However, when Jean McLaren moved off the Island, her family let us take as much of her art work that we wanted. It was stored in my shed for over a year so we moved it down to the GABE Shop once we had reopened and on the July 1st long weekend we started selling it by donation. We had it outside under the awning or behind the ice cream cart. It was sold by donation and we brought in around $1,000.00. What a score!!

We certainly look forward to when we can go back to doing the events.

**Ice Cream Cart**

As with everything else we had to rethink how we could safely sell ice cream and keep everyone safe. This included finding a way to keep the lineup for ice cream from intersecting with customers coming or leaving the shop. We did this by selling the ice cream out of the back of the cart with 6 feet apart marking for the customers. Hand sanitizers and other precautions were in place. We also minimized the necessity of customers having to go into the Shop to pay for their ice cream by selling little envelopes of coupons, pay for 10, get 11. This was very popular. Thanks to the faithful volunteers who worked the cart under these trying times. You had to deal with massive smoke events from the US as well as cold wet days.

Submitted by Simone Halpin

**Auxiliary Volunteer Hours**

Oct 2019 – Sept 2020 **6,396.45** hours. Even with Covid.

Oct this year. Thank you.

Simone and Marilyn alone account for 37% of the hours.

We had a successful fall and winter. Then we did not run any of our spring and summer fundraiser events. Therefore the proportion of work performed by Shop volunteers and scoopers increased. However the Board, especially Simone and Marilyn, have continued to work at the same pace as always.

Our challenge now is volunteer and board member retention and recruitment, so that when Covid declines The Gabe shop and the Auxiliary can return to a more normal pattern of work.

Thank you all.

Tessa Spero

**A current list of Volunteer Jobs**

|  |
| --- |
| Simone, admin |
| Marilyn, finances |
| Tessa, stats |
| Betty, minutes, membership 4/month |
| GAFIHCS (Ruth, Simone ) |
| Board meetings, 2.hrs x 6 or7or5 members +AGM |
| Admin event planning, experience cards |
| Gabe Shop volunteers shop time, cleaning, organizing |
| ice cream scoopers |
| meat draw/ice cream admin, Annette |
| meat draw crew 2.5hours/person |
| Drivers to Doctors Admin Marni |
| D2D total driving hours |
| Meals on Wheels Admin |
| Meals on Wheels hours 1.5 hours/trip |
| Hilary Plowright, 4 hours/month |
| Knitwits, 5x20hr/month |
| Sewing, Marilyn, Tessa |
| Laundry 2hr/week Marilyn, Sharon, Tessa |
| event=Vols x hours |
|  |
| Cards - Arlene MacLowick |

In general, going down over 3 years.

Dependant on weather, but popular.

In general, going up!

Submitted by Tessa Spero

**MEMBERSHIP REPORT FOR AGM OCTOBER 2020**

The membership fee for a yearly membership for the Gabriola Auxiliary for Island Health Care is $12.00.

The membership period is from January to December of the given year. It has been our practice to ask for the membership fees at the Annual General Meeting in the fall, and although our meeting is not in person, I am now asking the membership to submit their membership fee by dropping off the money at the Gabe Shop or mailing a cheque to Gabriola Auxiliary, Box 219, Gabriola, BC,

VOR 1X7. You can also do an email transfer sent to: [thegabeshop@shaw.ca](mailto:thegabeshop@shaw.ca)

Your name will be checked with “paid” on the membership list we have.

Currently we have 70 members listed. These are people who have paid for a membership during the last two years. We do have some people who will be coming off the membership list as they have not paid for the last two years, which cancels membership in the Auxiliary.

During this pandemic, we have managed to recruit some new members and keep many of the volunteers who have been supporting our organization for years. We invite you to continue your membership in this worthwhile community organization, and look forward to welcoming new members.

Sincerely,

Betty Schultze- Membership Coordinator

**Meals on Wheels Report for 2019 – 2020**

We are doing well. We deliver suppers on Mondays, Wednesdays and Fridays to about 12 recipients. In general, the recipients are the same people to whom we have delivered to for several years. We do get new ones every once in a while, and some stay. We know that many more than 12 people could use Meals on Wheels, but the information pamphlets in the pharmacy and clinic disappear regularly, which means that people are thinking about us.

We are 15 drivers, including spares, who drive every second week. Our group has been constant for a while, so we have become attached to our people. If someone isn’t in, we make sure they are accounted for.

Before Covid, we were a close group, meeting to discuss our people and routes, but now it’s hard to keep us together because some of the original drivers that Nancy and Hugh Brown corralled are regretfully leaving. We have recruited new people, but not all of us have met all the new ones. We did have one Zoom meeting and we will have more. I hope that will help our sense of unity.

Tessa Spero

**DRIVERS TO DOCTORS REPORT FOR AGM OCTOBER 2020**

In November and December 2019, several new and enthusiastic drivers signed on, and this made a big difference in scheduling. Until Drivers to Doctors was suspended March 19th, 2020 due to COVID 19, the programme ran smoothly and was averaging about the same number of drives as last year. In those 4 ½ months, there were 60 drives, 35 local and 25 to Nanaimo, for a total of 175.25 volunteer hours. We were able to fill every request for a drive, both local and to Nanaimo.

Drivers to Doctors had a “soft” reopening the end of July, but the situation is quite different. Drives to Nanaimo are still suspended because there is such close prolonged contact in the vehicle. Masks are required for both drivers and patients, and it is made clear that if either has any COVID-like symptoms that the drive will have to be reassigned or postponed. Frequently touched surfaces in the car, such has door handles and seat belts, are disinfected between drives. Many drivers are at too much personal risk to continue driving.

The demand has also dropped. There were only 13 drives between restarting and the end of September, for a total of 23 volunteer hours. I think there are a few reasons for this, but the fact that many medical appointments are now virtual has been a contributor. If this can be maintained, especially for some routine Nanaimo visits, it could ease the demand for drives in the future. Patients have also been opting not to make appointments unless they are necessary. The demand has picked up slightly for September and October, but we are still well able to fill all requests.

However, there is still a need for drives to Nanaimo, and the requests for these have been increasing as doctors’ offices have been reopening. Although we have not restarted these drives, every effort is made to follow up to ensure that people have been able to find a ride to Nanaimo. Neighbors and family have been stepping up to fill this need. We are also exploring having people dropped off on this side of the ferry and picked up on the other side, but they would still have to navigate the ferry and sit in the waiting room, and it would involve a long lead-time to arrange. We can arrange to shorten the confined exposure on this side by having two drivers involved, but it doesn’t solve the issue on the other side.

The past 11 months Drivers to Doctors have served 18 different people, many of them several times. As in the past, some people need a lot of support but only for a limited time, others need ongoing drives, and some only need to use the service once.

At the 2019 AGM, in the interest of attracting more drivers, it was decided to pay $.54 per km starting January 2020. Under $200 has been paid out for the first quarter of this year, and since there have not been many drives since then, there have been no other claims submitted.

I do not predict anything changing soon. We must continue to be careful of both the drivers and the passengers and keep aware of the developing situation with COVID-19.

Very recently, I have been getting questions, with people in the community hearing that there is a real shortage of drivers and that we are not able to fill our requests and have not been providing drives. This has been causing concern both for our drivers and for other helping organizations. I want to emphasize again that every local drive request has been filled. I have also heard a rumor that the clinic has been trying to get drives for patients. I am not sure what this means. The clinic does contact me on occasion and the only time I have not been able to help was a recent request for a drive to Nanaimo where the patient also needed a more accessible van set-up. During that discussion I explained that we were not yet opening up Nanaimo, but I also asked that the clinic contact me if they had a patient with a real need to get to Nanaimo but had no one to drive them. I think it is very important to get the message out that we are able to fill requests for local drives.

Respectfully Submitted by Marni Laird

Drivers to Doctors Co-ordinator

**BC ASSOCIATION OF HEALTHCARE AUXILIARIES VI AREA REPORT**

Submitted by Simone Halpin, Vancouver Island Area Director

The Vancouver Island Area consists of 15 Auxiliaries from Victoria to Port Hardy and including Cormorant Island (Alert Bay) and Salt Spring. There are other Auxiliaries that do not belong to the BCAHA.

Just like everything else our association had to adapt to doing things differently in this time of Covid. The annual general meeting of the 75 member auxiliaries across the province held participated in the Email Annual General Meeting, using Survey Monkey to conduct the votes on motions. This is the same process that the Gabriola Auxiliary is using now. Covid has been harder on some auxiliaries so possibly some may close. Our hope however is that they will just take a hiatus to regroup and recharge. The work and funds they supply towards health care in this province is massive.

You can find the Annual Report along with a massive amount of information on the BCAHA website at: <https://bchealthcareaux.org>. The Annual Report can be found at under the Members Tab to the right. Check it out.

Here are a few of the statistics that are in the annual report.

|  |  |  |
| --- | --- | --- |
| Statistics | 2018 | 2019 |
|  |  |  |
| Member Auxiliaries 31/12/19 | 76 | 75 |
| Auxiliaries Responding | 76 | 75 |
| Adult Members | 6,254 | 6,089 |
| Adult Volunteer Hours | 1,235,64 | 1,238,216 |
| Youth Membership | 371 | 416 |
| Youth Volunteer Hours | 15,280 | 34,028 |
| Burseries To Youth | 303,864 | 274,639 |
| Funds Donated to Health Care | 9,946,381 | 7,920,418 |
| Total Funds Donated | 10,250,245 | 8,195,057 |
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My work as an Area Director changed a lot with Covid. Everything is done by phone, email and zoom. I look forward to the time I can again physically go to the annual general meetings, teas and luncheons with all the wonderful people who put their heart and souls into what they do for others.

**5)…Election of Officers**

This is the end of Betty Schultzes’ term as Secretary on the Board. I wish to thank her for her work in that capacity as well as membership co-ordinator. It has been a pleasure working with you and we will miss you on the Board. However, Betty is not disappearing by any means. She has volunteered to do an Auxiliary newsletter for us so stay tuned.

**Nominations for Director at Large**

We have 2 members who have agreed to join the Board in this capacity.

Both ladies are currently volunteering in our Meals on Wheels Program.

They are Janice Raven and Rachelle Cregheur.

It is so good to have new people come forward. Fresh faces, new perspectives and ideas are vital to any board.

Thank you for stepping up. Your names will be on the ballot to be voted on by the membership.

Thanks to Tessa Spero and Dominique Pattinier for going out and recruiting them.

**END OF 2020 MINUTES OF AGM**

**4) 2021 Reports**

**PRESIDENT’S REPORT for GAIHCS 2021 AGM**

I want to welcome all the auxiliary members to the Email AGM for 2020.

We continue to go forward in these strange time we are currently living in! Who would have thought that we would still be in this situation. The more we pivoted to adapt, the virus also pivoted to a more infectious variant.

We continue to do whatever we can within the confines of the pandemic.

We did have some changes in this past year. Marilyn H stepped down from the Treasurer position. Thank you Marni Laird for taking that over.

We also hired a new Shop Manager, Tammie Hennigar. She is doing a wonderful job as is evident in the shop as well as her use of social media. Thank you Tammie.

I also want to acknowledge Janice Raven and Rachelle Cregheur who came on the board at a very turbulent time and choose to step back. Thank you.

I want to thank the board members for their continued support and hard work. Marni, Marilyn Geater, Dominique and Dorothy. You are amazing to work with and I can always count on great discussion of issues at board meetings.

I also want to thank those board member who have stepped down.

Marilyn Heraty for all your hard work as treasurer.

Betty, the work as secretary as well as membership,

Tessa, Meals on Wheel Coordinator and a person we could always count on to step up, no matter the task.

I also must thank the others that continue to contribute in such a big way to make our auxiliary continue to prosper. Annette Sweeney: Ice cream. Not many people understand what this job entails like being down at the cart to receive ice cream orders when it comes over on the 1st ferry, dealing with orders that don’t come, maintaining the ice cream inventory, making sure there is room in the freezer for the orders by decanting partial buckets and putting in small freezer. Ensuring that everything the scoopers need are in the cart.

Hiliary Plowright: website maintenance. Keeping things up to date, sometimes chasing us down to get the information. Check it out: [www.gabriola-auxiliary.org](http://www.gabriola-auxiliary.org).

Arlene Maclowick: card sender and Molly Henney: Knitwits

The biggest thanks goes out to all our volunteers…you are amazing!!

We wish to also thank all the community people, who come into the store to shop or buy our ice cream. I believe that every day that the sun comes out we could sell ice cream. It does not matter if it is July or January!

Hopefully we will be able to get back to having the store opened 5 days a week in the not too distant future. We look forward to the day when we can get back to doing things that we could before, but for now, we will just stay the course. I have tentatively booked the Community Hall for our Mother’s Day Tea in 2022!

**What do we need?**

We are always looking for more volunteers and more board member.

We still need people to step up to take on duties to help the board even if they are not on the board. Positions such as “events planner” could be filled this way.

We would also be very pleased if we had a volunteer or two who we could call on to do some maintenance around the GABE Shop. Right now we need a couple able bodied people to put a large tarp over the tent roof over GABE Mini. It is leaking like a sieve. If you can help with this, please contact me: [shalpin@shaw.ca](mailto:shalpin@shaw.ca).

We have members who can no longer work in the shop, scoop ice cream or do driving but could they do laundry, cut up raffle tickets, etc.. Once we are able to do event we will need help at events sitting at a table to sell tickets, sell raffle tickets, collect money at different sales tables. All these would help a great deal. If you have friends that may like to do these things invite them to talk to us.

We still need to look at ways to engage our membership. How can we do this? Should we have more frequent meeting….maybe quarterly? It seems that our membership is reluctant to cross program lines. How do we change this? What are your ideas? Please send some feedback.

**This is your auxiliary and we all need to step up.**

**If not you, then who?**

**TREASURER’S REPORT OCTOBER 1, 2020, TO SEPTEMBER 30, 2021**

There was a change of Treasurer the end of January due to the resignation of the previous Treasurer.

At that time, it was decided to hire a bookkeeper, who would be responsible for making entries in the accounting program, calculate payroll and Canadian Emergency Rent Subsidy (CERS) and Canadian Emergency Wage Subsidy (CERS) payments. The shop manager would record receipts at the end of the day and prepare the float for the next day. The Treasurer would be responsible for making all payments and dealing with all other financial matters and forwarding the relevant information to the bookkeeper.

Despite the difficulties of ongoing Covid restrictions, and limited number of days a week the shop was open, there was a net income of $21,056.00. The Auxiliary was eligible for CEWS and CERS, which are now being phased out, and to date we have received $6513.05 in payments. Another application was made for exemption from property tax; these will need to be made yearly.

As of September 30, 2020, we had a net loss of $19,918, but during the fiscal year we were able to pay out grants of $10,000 to PHC for the Gabriola Island Home Hospice program, $750 to PHC for emergency social work funds, and a $1000.00 scholarship to a Gabriola high school graduate. We have a one more year of our three-year $10,000 yearly commitment to the Hospice program.

The Balance Sheet shows that on September 30, 2021, there was a bank balance of $77,602 in the chequing and savings accounts, and $20,147 in GICs.

Attached are the Income Statement for the year and the Balance Sheet.

It was decided that the GABE Shop would accept Visa and Mastercard credit cards, and this was well-received.

Submitted by Marni Laird

**The Gabriola Auxiliary for Island Health Care**

**Balance Sheet As at Sep 30, 2021**

**ASSET**

**Current Assets**

Cash to be deposited 215.55

Petty Cash 300.00

Shop Till Float 140.00

Chequing Account 24,050.44

Savings Account 52,891.36

Credit Union Shares 5.07

**Total Cash** 77,602.42

GIC 3 month Redeemable 10,036.99

GIC 18 month Non Redeemable 10,110.17

Total Investments 20,147.16

Prepaid Expenses 1,120.00

**Total Current Assets**  **98,869.58**

**Capital Assets**

Office Furniture & Equipment 2,990.38

Accum. Amort. -Furn. & Equip. -1,890.58

Net - Furniture & Equipment 1,099.80

**Total Capital Assets** 1,099.80

**Other Non-Current Assets**

Computer Software 622.58

**Total Other Non-Current Assets** 622.58

**TOTAL ASSET 100,591.96**

**LIABILITY**

**Current Liabilities**

Accounts Payable 2,532.83

EI Payable 32.66

CPP Payable 79.18

Federal Income Tax Payable 36.44

Total Receiver General 148.28

WCB Payable 172.20

Gift Certificates 111.83

Total Current Liabilities  **2,965.14**

**TOTAL LIABILITY 2,965.14**

**EQUITY**

**Owners Equity**

Retained Earnings - Previous Year 76,570.75

Current Earnings 21,056.07

**Total Owners Equity** 97,626.82

**TOTAL EQUITY** 97,626.82

**LIABILITIES AND EQUITY**  **100,591.96**

**Generated On: Nov 03, 2021**





**2021 AGM EVENTS REPORT**

As you know we were unable to hold events for fundraising

We did hold a number of raffles in the shop which brought in 1116.00. Some of the prizes were donated by members. Thank you so much. We currently have a raffle for two $100.00 Nester’s gift cards.

Hopefully we will be able to have our Mother’s Day Tea, Birthday Event, and the BIG Draw this coming year.

**Ice Cream Cart**

As Covid numbers dropped at the beginning of summer we opened the ice cream cart and we switched back to serving ice cream from the front of the cart. We again set up a couple tables so that people could sit but stay a little bit apart. Net sales for ice cream for the season was $10754.00. Last year the net was $8473.00. So even with a very inclement September we did well. We also sold the envelopes of coupons, pay for 10, get 11. This was very popular. We sold approximately 80 of these envelopes. Thanks to the faithful volunteers who worked the cart, you are amazing. Thank you Annette for keeping things running so well.

Submitted by Simone Halpin

**GAIHCS**

**Annual report of volunteer hours, donations and shop customers**

**September 2020 to October 2021**

October 2019 to September 2020: 6,396.45 volunteer hours logged in (as per Tessa Spero)

October 2020 to September 2021: 5,918.50 volunteer hours logged in

5,918.50 hours include: -The Gabe shop volunteers 2,229.50 hours

- Ice-cream scoopers: 323.75

-Drivers to Doctors: Marni 195.75

-Meals on Wheels-Tessa 605

-Simone, president 1,200

-Treasurers –Marylin and Marni 830

-Secretary- Marilyn Geater 66

The remaining volunteers' hours were performed mostly for various administrative purposes (Minutes, Drivers to Doctors, Meals on Wheels, website, statistics, ice cream delivery, Board meetings).

Every volunteer job however small contributes greatly to the smooth delivery of our mandate, whether making sure that clothes get laundered ready to be sold at the Gabe shop or individual cards are sent in appreciation of our volunteers.

We welcomed new volunteers both at the shop and at the ice cream cart and are anticipating that the volunteers who stayed away due to Covid concerns, will be back next year.

The Covid pandemic prevented us from organizing some of our fundraising events, including Meat draws and our Mother’s Day celebration. However, funds continued to be raised through our Experience Card draws.

We had 641 donations this year and served an impressive 13,499 customers at both the Gabe shop and ice cream cart!

Our main goal is to recruit more volunteers at the Board level and increase our volunteers’ numbers offering the public various opportunities to serve.

Submitted by Dominiue

**ANNUAL MEMBERSHIP RENEWAL TIME and 2021 AGM**

**Membership Report**

**It is now time to renew your membership for 2022**.

The membership period for the Auxiliary is from January to December of the given year. The membership fee for a yearly membership for the **Gabriola Auxiliary for Island Health Care is $12.00 payable by January 1st.** New member of the Auxiliary who join and have paid dues after October 1st will be considered paid up for the following year.

Ways to Pay

…… by dropping off the money at the Gabe Shop,

…… mailing a cheque to Gabriola Auxiliary, Box 219, Gabriola, BC, VOR 1X0,

…… do an e-transfer through your online banking to: gabriola-auxiliary@shaw.ca.

Note: auto-deposit enabled so there is no question and answer involved, and the payor’s name is well displayed so you get credit with your payment.

Your name will be checked with “paid” on the membership list we have.

What do the dues get used for?

The Auxiliary has a number of expenses associated with non profit organization that need to be paid regularly such as BC Registries requirements, insurance policies, accounting fees, Gabriola Directory, advertising, office supplies etc. We also pay a total of $7.00 per member annually to the BCAHA for liability insurance, education, advice and support. You can check out the website for more on what the organization does at: [www.bchealthcareaux.org](http://www.bchealthcareaux.org). Your dues help cover some of these expenses.

I want to thank all the members who have hung with us through these difficult time. Thank you to those who volunteer in our programs as well as those of you who are members because you support the things that the Auxiliary does.

We currently have 82 members…64 paid up for 2021, 15 last paid 2020 and 3 who have not paid any dues. The 82 includes 18 new members since the last AGM!

Your membership remains in good standing as long as you pay your dues. If dues lapse for two (2) calendar years, you are removed from our membership list. If this happens and you want to rejoin we will welcome you with a new membership package. If someone moves off Island or asks to have their name removed they will be taken off our list.

Sincerely,

Simone Halpin, President

**Oct 2020 – Sept 2021 Summary for Meals on Wheels**

In September, Tessa stepped down from being Chair, and 3 drivers stepped up to help! Now **our “Day Captains” are:**

**Catherine Gilroy for Mondays, gcatherine@shaw.ca**

**Linda Hellenius for Wednesdays, linflew@gmail.com**

**Suzanne Campbell for Fridays.** [**casarelief@hotmail.com**](mailto:casarelief@hotmail.com)

**Linda Hellenius [linflew@gmail](mailto:linflew@gmail).com is the board’s contact person.**

We have 16 drivers driving once every 2 weeks. We drive about 1.5 hours a trip, for a total of 602 hours this year!

We have about 15 recipients, most of whom have been with us for years.

Last Christmas all the drivers donated something to our Christmas baskets for our people. The baskets were received with great appreciation. They had jam, candies, mandarins, freshly picked pears and apples, cookies, tarts….It was a good selection! Near Christmas Day, PHC delivered its Spirit Feast to most of them.

“Stepping Up, Stepping Out”, also from PHC, delivered free lunches on Wednesdays for most of our people until this past August .

In honour of Volunteer Day (Week?) Meals on Wheels Nanaimo passed out a survey to see what our drivers like and dislike about their work, and M on W gave us all beautiful fleece jackets with “Meals on Wheels, We Deliver Smiles” on them. Very nice and warm.

For the Gabriola drivers – we all liked our recipients and felt that we didn’t need any compensation. But the delivery time is the biggest annoyance. We, and our recipients, would like it to be much earlier in the day.

The ferry arrives here sometime before 5:00pm. Then we start our routes. So we are driving during our supper time and, in November and December, it is dark and often rainy and slippery. Some of our drivers also have trouble seeing in those conditions.

During the spring and summer we explored how to cook and package the meals from PHC. We couldn’t figure out how to do it, so we are resigned, for now, to take delivery from Nanaimo. The Nanaimo staff are very nice and understanding, but they cannot change anything. The meals are finished by about 3:10 and then a specific driver delivers them directly to the ferry before 3:30.

Our regular drivers are starting to travel away from Gabriola again. We have at least 3 spare drivers and they are driving frequently.

I wish the board well, and I hope it continues to flourish.

Tessa Spero

**DRIVERS TO DOCTORS REPORT OCTOBER 1, 2020, TO SEPTEMBER 30, 2021**

The demand for drives to medical appointments is still down since the beginning of the pandemic. There were 148 drives during this period, 128 of them in March through August. Drives to Nanaimo started up again in June, after most people were able to be double vaccinated, and these drives account for 6 of the total trips.

At the August Board meeting it was decided not to drive people who were not vaccinated, effective September 1. The number of drives dropped significantly.

I would like to express my extreme appreciation to the drivers who consistently stepped up during these uncertain times.

Although the demand is down for now, it does vary radically, and new drivers are always appreciated.

We are continuing to offer paid mileage at $.54 per km; $325.00 was paid out this fiscal year.

Submitted by Marni Laird

1. **ELECTION OF DIRECTORS**

We have one nomination at this time, Betty Schultze

**Nominations can still be submitted until end of day Wednesday, the 24th**.

**Please consider letting your name stand for a position on the Board of your Auxiliary.**

1. **REPORT OF VOTES ON MOTIONS**
2. **ADJOURNMENT**

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