

ANNUAL REPORT

Fiscal Year 2013-2014

Presented June 19, 2014

Annual General Meeting

650 Riverview Drive, Chatham, Ontario



Our Goal

That all people live in a state of dignity, share in all elements of living in the community and have the opportunity to participate effectively.

Vision

Community Living . . .
Discovering Dreams,
Connecting Lives

Mission

Community Living Chatham-Kent provides support and services for people who have an intellectual disability.

Belief Statements

- Everyone is valued, respected, and treated with dignity;
- Employees are a significant part of our success and future;
- Lives are enriched with the support and involvement of family, friends, volunteers and the community;
- Barriers are eliminated through awareness, public education and partnerships;
- Communities benefit when people have the opportunity to develop into contributing citizens;
- Everyone is enriched by embracing and understanding diversity;
- Discovering and building on people's dreams and goals, is a priority;
- Successes are recognized and celebrated;
- Open and honest communication builds trust and commitment;
- Growth and development occur best in safe, respectful, caring and supportive environments;
- People have the right to be fully informed and make choices;
- Together, we strive for excellence in all that we do.

2013-2014 BOARD OFFICERS & DIRECTORS

PRESIDENT*	Mr. Stephen J. Andari
PAST PRESIDENT*	Mr. Gordon Crompton
VICE-PRESIDENTS*	Mrs. Dorothy Cook Mrs. Linda Goldsmith Dr. Derek Jane
ELECTED MEMBERS	Mr. Jack Barei Mr. Derek Robertson Ms. Darlene Clarke Ms. Cheryl Prince Ms. Erin Ryan Mr. Gordon Crompton
APPOINTED MEMBER	Mr. Robert Birnie
EXECUTIVE DIRECTOR*	Mrs. Lu-Ann Cowell

*Executive Committee

MESSAGE FROM THE PRESIDENT

Community Living Chatham - Kent has had another successful year!

This year we celebrated a highly successful accreditation process. Community Living Chatham - Kent received the highest recognition from CARF International Accreditation with a three year accreditation. The employees and the Board of CLC-K should be very proud of this accomplishment.

The agency was also recognized provincially for the work with the Provincial Human Resources Committee on Core Competencies. Lesa Jansen was honoured at the provincial conference for her work with core competencies within the agency called "Making a Difference Every Day."

Another employee Janice McFadden was recognized for her long term work with Crisis Prevention Intervention Training and received an international award from CPI.

Linda Karnas also received recognition for her work chairing the provincial OASIS Business and Resource Committee.

Our Executive Director continued her work during the year on the OASIS Board of Directors and the Community Living Ontario Provincial Executive Directors Steering Committee.

All of these functions that the staff performs in addition to their ongoing duties ensure that CLC-K is well informed of provincial directions and give us unlimited opportunities to advocate for changes within the sector.

We will be facing many challenges in the next few years with the onset of changes to the Fire Regulations and ensuring that the agency is always compliant with the many changes to the Quality Assurance Measures implemented by the Ministry of Community and Social Services.

I would like to thank all of the employees of Community Living Chatham-Kent for their ongoing dedication and commitment to the people who receive support and to the hard working volunteers of the agency, the Board of Directors and the many committee members. All of you contribute to the overall success of the agency.

Respectfully submitted,

Stephen J. Andari, President

EXECUTIVE DIRECTOR'S REPORT

The 2013 - 2014 fiscal year was incredibly busy and a year of big changes, yet significant progress was made on many levels.

We saw the retirement of two key people within the organization; Lee Ann Mallett, a 35 year employee who was a Program Director and Mary Lou Kuni who was the Executive Assistant. While very capable people have replaced their positions, we still miss their presence.

Our incredible employees ensured that we reached the highest level of accreditation with CARF International this year with a three year accreditation.

There was an exponential growth in the JOBWORX program and many successful employment opportunities were obtained for people who have disabilities.

We were pleased to see the Select Committee on Developmental Services implemented and the Committee confirmed the great need for supports in our province.

I would like to personally thank the employees for their contributions to our success this year; we could not have done it without you!! A special thank you goes out to our Senior Management team and my Executive Assistant for always being there for the organization and providing me with unbelievable support! And finally, a huge thank you to the Board of Directors for their ongoing wisdom, humour and dedication to the vision of Community Living Chatham-Kent.

I will be retiring in March 2015. This was an incredibly difficult decision for me to make as I have loved every minute of my 39 years with Community Living Chatham-Kent. I extend my heartfelt thanks to the people who receive support from Community Living Chatham-Kent. You have taught me so much about patience, joy, the simple pleasures in life that need to be treasured and the thrill of success!! Thank you so much for giving me the privilege to be a part of your lives. I will miss your input into my life on a daily basis.

I wish every success to everyone involved with Community Living Chatham-Kent – it is a great organization!!

Respectfully submitted,

Lu-Ann Cowell, Executive Director

FINANCE COMMITTEE REPORT

We are pleased to report a successful year of operations with the completion of a number of repairs to homes and the Parkfield Restaurant, and the updating of our case management software, all completed within budgeted allocations.

Community Living Chatham-Kent was the recipient of additional funding during the 2013-14 year as noted below:

- \$48,000 in capital funds to replace a portion of the roof and repairs to the kitchen preparation area at Park Ave
- \$41,200 in Innovation Funds for staff training

The Fund Raising/Community Relations Program generated \$184,670 through fund raising, donations, and appeals. The Leaders Within program, initiated through a Trillium grant, was completed in this fiscal year. The money raised by this department assists in covering the agency's costs and securing agency viability. Also, funding is earmarked specifically for the direct benefit of people we support in our programs. In the 2013-2014 year \$6,000 was allocated to fund activities in the children and adult respite programs and \$14,431 for furniture and equipment in other programs.

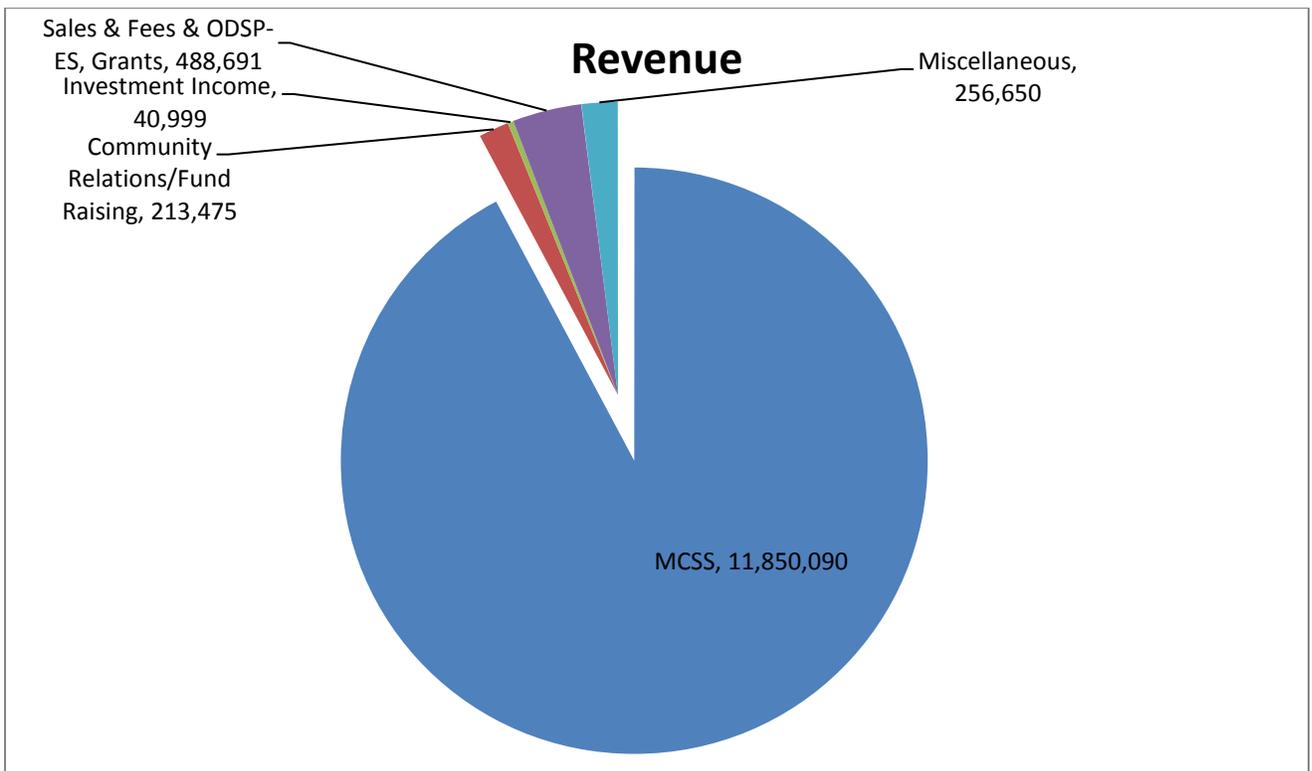
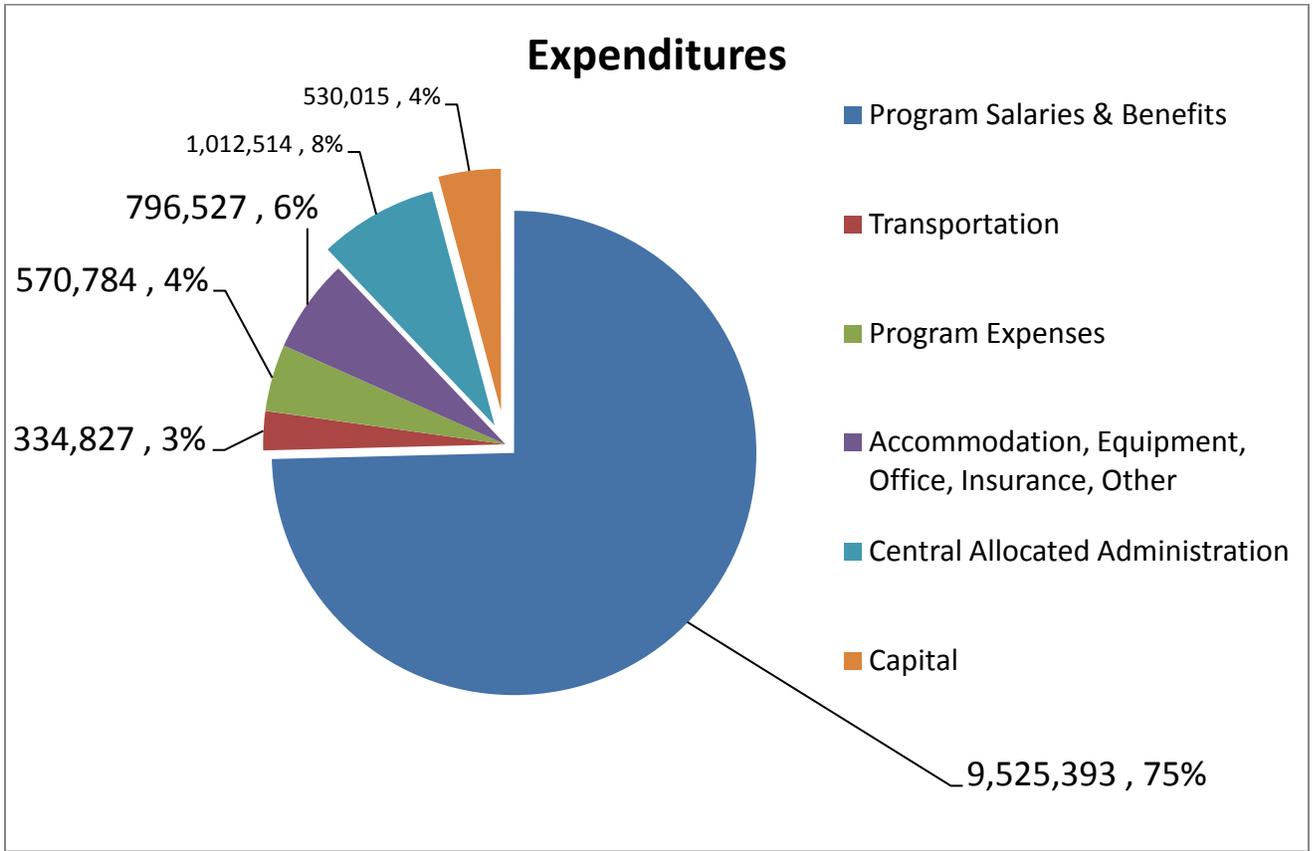
My thanks also goes out to the members of the Finance Committee listed below, to Linda Karnas and her team, and to our community for their financial support and recognition.

Respectfully submitted,

Erin Ryan, Chairperson
Finance Committee

Finance Committee Members, 2013-2014

Erin Ryan, Chairperson
Dorothy Cook
Derek Robertson
Cheryl Prince
Jann Parry Wickett, External Member
Martha Parry, External Member
Christine Muckle, External Member
Lu-Ann Cowell
Linda Karnas



58th ANNUAL GENERAL MEETING

Minutes of the 58th Annual General Meeting of Community Living Chatham-Kent, held Tuesday, June 18, 2013, in the Chatham-Kent Community Room, 650 Riverview Drive, Chatham, Ontario.

PRESENT:

Board Members: Stephen Andari, Robert Birnie, Darlene Clarke, Dorothy Cook, Gord Crompton, Linda Goldsmith, Derek Jane, Derek Robertson, Brian Wright, Cheryl Prince, Erin Ryan, Jack Barei

Administration Staff: Lu-Ann Cowell, Linda Karnas, Ron Coristine, Mary Lou Kuni (recorder)

GUESTS:

Chris Beesley, CEO, Community Living Ontario
Cynthia Swift, KPMG
Derek Robertson, Municipality of Chatham-Kent
Marjorie Crew, Municipality of Chatham-Kent
Leon LeClair, Municipality of Chatham-Kent
Tracey Majors, Leaders Within
Steven Williams, Leaders Within

Note: 17 votes were counted prior to the start of the meeting.

1.0 Welcome

Stephen Andari welcomed everyone to the 58th Annual General Meeting and opened the meeting at 6:30 p.m. He then announced those guests who were present and welcomed them. Stephen thanked Lois Bachnyski for registering the membership.

2.0 Congratulatory Messages

Stephen introduced Derek Robertson from the Municipality of Chatham-Kent. Derek Robertson indicated that it was an honour for him to attend the meeting tonight as both a Board member and a member of Chatham-Kent council. He then thanked Marjorie Crew and Leon LeClair for also attending from council. Derek, on behalf of the mayor and council thanked Community Living Chatham-Kent for all of the great work that they do within the community and was pleased to bring greetings from the municipality and looked forward to another great year with this organization.

Stephen Andari then brought greetings from those who regretfully could not attend, Rick Nicholls and Dave Van Kesteren. Stephen then read a letter from the Board President of OASIS, Jane Joris, who sent congratulations to the organization on another successful year.

Stephen Andari introduced the new Chief Executive Officer of Community Living Ontario, Chris Beesley. Stephen gave an outline of Chris' curriculum vitae.

Mr. Beesley then outlined how happy he was to be in attendance and that it was the first AGM that he attended since recently taking his new position. He stated that as a parent he truly appreciated the vision statement of Community Living Chatham-Kent. He spoke about his passion for the Community Living movement and the many changes that Community Living Ontario was embracing this year. He then congratulated the organization on 58 years of great work.

After Mr. Beesley's speech Stephen expressed, on behalf of the board, we are looking forward to a renewed sense of purpose with Community Living Ontario and what that brings us in the future.

3.0 Review of Annual Report

Stephen Andari then introduced Lu-Ann Cowell to review the Annual Report for 2012-2013.

Lu-Ann thanked everyone in attendance and reviewed many aspects of the annual report, including the many successes experienced over the year. Lu-Ann then thanked her management team and the Board of Directors. The Board was acknowledged publicly by standing.

4.0 Acceptance of Minutes of 2012 AGM

Stephen Andari asked if there were any errors or omissions in the minutes of the June 19, 2012, 57th Annual General Meeting. There being none, he asked for a motion to approve the minutes as presented.

Brian Wright (Derek Robertson) moved that the minutes of the June 19, 2012 Annual General Meeting of Community Living Chatham-Kent be approved as presented.

Carried

Cheryl Prince (Gord Crompton) moved the actions of the Board of Directors for the fiscal year 2012-2013 be approved as enacted.

Carried

5.0 Presentation of Audited Financial Statements

Stephen Andari welcomed Cynthia Swift of KPMG and asked her to come forward to present the Audited Financial Statements for the fiscal year 2012-2013.

Cynthia outlined that the statements were audited by KPMG and that there was sufficient

information to present the financial position fairly at March 31, 2013. The financial statements are in compliance with Canadian accounting standards for not-for-profit organizations. In the opinion of KPMG the financial statements present fairly, in all material respects the financial position of Community Living Chatham-Kent as at March 31, 2013.

Darlene Clarke (Linda Goldsmith) moved that the Audited Financial Statements for fiscal year 2012-2013 be approved as presented.

Carried

Erin Ryan (Jack Barei) moved that the firm of KPMG be reappointed as Auditors for Community Living Chatham-Kent for fiscal year 2013-2014.

Carried

6.0 Special Presentations

Lu-Ann Cowell recognized the contribution of Brian Wright who has served three two year terms and now must sit off the Board for a period of one year. Lu-Ann presented Brian with a gift of appreciation.

Lu-Ann Cowell then presented the Joan Risdon Volunteer Award to Gord Crompton for the great volunteer work he has done within our community and with the Board of Directors of Community Living Chatham-Kent to ensure the inclusion of people who have an intellectual disability.

Stephen Andari recognized the work of Mary Lou Kuni who has been the Executive Assistant to the Executive Director and the Board of Directors for the last 16 years. Mary Lou is retiring on July 12, 2013 and was presented with a gift from the Board of Directors.

7.0 Introduction of Candidates and Election of Board Members

Stephen Andari asked Robert Birnie to come forward to announce the recommendations of the Nominating Committee. Bob announced that there was a full slate of officers to be presented to the membership this evening.

There are six people who still have a one year term remaining - Steven Andari, Linda Goldsmith, Jack Barei, Derek Jane, Dorothy Cook and Cheryl Prince. There are three Board members eligible for re-election, Darlene Clarke, Derek Robertson and Erin Ryan. All these members have agreed to let their name stand for re-election. In addition Gord Crompton has also agreed to let his name stand. This represents a full slate.

Robert Birnie then called three times for nominations from the floor. Hearing none Bob then asked for a motion to close the nominations.

Jack Barei (Derek Jane) moved that the nominations be closed and accepted as presented.

Carried

Dorothy Cook (Jack Barei) moved that the recommendations of the Nominating Committee be accepted.

8.0 Installation of Board Members

Robert Birnie asked the newly nominated members to come forward.

Darlene Clarke, Derek Robertson, Erin Ryan and Gord Crompton completed the installation ceremony and were sworn in by Robert Birnie.

9.0 Introduction of Leaders Within Speakers

Lu-Ann Cowell had the pleasure of introducing the guest speakers who are members of the Community Living Chatham-Kent Speakers Bureau.

The first speaker was Tracey Major and the second speaker was Steven Williams.

Both speakers delivered passionate speeches about their lives and success!!! Each received a standing ovation from the audience and was presented with a gift from Lu-Ann Cowell and thank you from Stephen Andari.

10.0 Adjournment

On motion by Derek Robertson (Robert Birnie) the meeting was adjourned at 7:20 p.m. Guests were invited to stay for refreshments in the lobby.

BUSINESS & INDIVIDUAL DONOR GIFTS

We express our sincere gratitude to everyone who supported the work of Community Living Chatham-Kent in 2013/14 – the lives of people who receive support are changed forever because of you.

The Donor Honour Roll recognizes those people and businesses who donated \$500 or more during the 2013/14 fiscal year.

Donor Honour Roll

Harry E. Foster Foundation
Casilco Management Inc
Bickell, J.P. Foundation
Knights of Columbus, Tilbury Council #2356
Kent & Essex Mutual Insurance Company
Kiwanis Club of Ridgeway
MC Business Solutions
Jackson, Clayt and Clara
Chatham Kent Community Foundation
Dowler-Karn
Gladdy, Alexia J.
Jasey, Gregory and Jasmine
Kiwanis Club of Chatham-Kent Golden K
Cowell, Lu-Ann
Wright's Electric (Kent) Limited
Moore, Barbara
O'Neill, Jessie
Williamson, William D. and Barbara A.
Wright, Brian and Jane
Darby, Ruth
CIBC
Cowell, Jack and Donna
Deloitte & Touche Foundation Canada
Entegrus
Kean, Sharon
Lally Victory Ford Lincoln
Meritor Suspension Systems Company
Morden, Gerald and Carolyn
Postma Heating & Cooling Inc.
Quoc Tran Medicine Professional Corporation
Rotary Club of Chatham Sunrise
Sacwal Flooring
Statton, Maryanne
Subway Restaurants Chatham-Kent

For a complete list of donors visit our website at www.clc-k.ca.



Discovering Dreams . . . Connecting Lives

www.CLC-K.CA

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