



2022 Annual Report

Bringing People Together

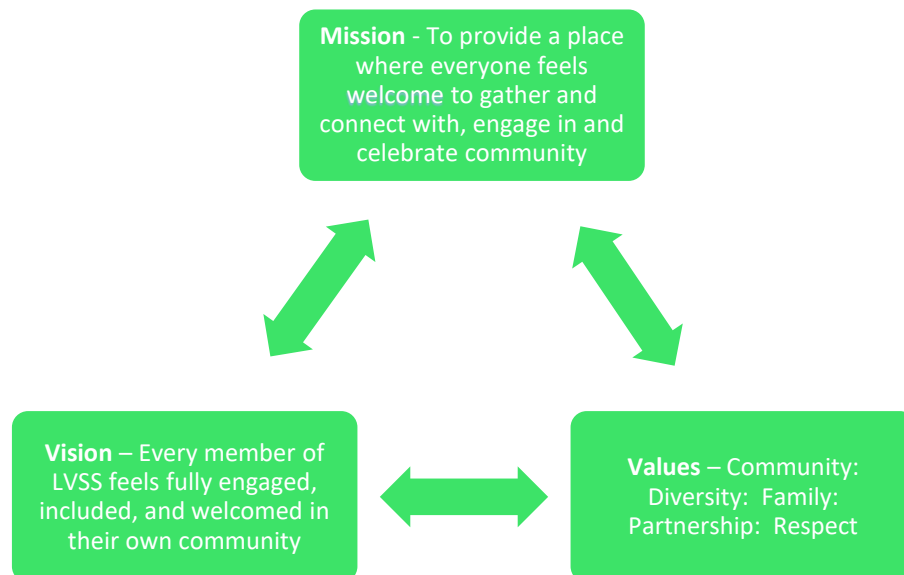


Lynn Valley Services Society at Mollie Nye House
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Lynn Valley Services Society: (LVSS) Our Purpose

1. To preserve the Mollie Nye Heritage House and its gardens for the benefit of the community
2. To operate and maintain a community centre for the benefit of the community in Lynn Valley
3. To provide educational and health programs for the benefit of the community and
4. To undertake activities ancillary and incidental to the attainment of the above charitable purposes




We would like to thank the Coast Salish people, including the Skwxwú7mesh Nation (Squamish), xʷməθkʷəy̓əm (Musqueam) and səliłwətaʔ (Tsleil-Waututh) Nations, upon whose traditional territories the Lynn Valley Services Society @ Mollie Nye house resides.

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EXECUTIVE SUMMARY REPORT

To LVSS members, staff, volunteers, friends and fellow Board members:

2022 was an interesting year for LVSS at Mollie Nye House.

It was great to welcome new and existing members back into the house for drop-ins, programs and rentals after all Covid restrictions had been lifted.

We welcome new board members: Yuliia, Elena and Chloe as well as Tiffany.

We created new committees: a web committee, and an events committee.

Our ED, John as well as board members, Tracey and Karin participate in an on-line and in-person program called: Thriving non-profits, to learn what we can do to generate additional income and how best to collaborate with other non-profits.

We hired a professional to help us upgrade our website to make it easier to navigate and to look interesting for prospective clients and members.

We are thankful for the financial support from the District of North Vancouver who increased our core funding to accommodate the (on contract) Executive Director's wages. We are pleased to have a wonderful team of staff members (John, Sophia and Aurelia) to ensure the smooth running of Mollie Nye House. Thank you goes to former board member, Sharon Lisette who helps behind the scenes and to former board member, Ginny Phillips who organized a team of volunteers to decorate the house for the holiday (Christmas) season and to put everything back into storage.

We updated the Social Media policy in our Employee and Volunteer Handbook as well as adding a policy that deals with aggressive behaviour.

We are grateful for the collaboration with the Lynn Valley Seniors Association in organizing and holding a Warm Winter Tea in December. Donations from local businesses such as Waves Coffee, Westlynn Bakery, Safeway and Save-on-Foods in Lynn Valley helped to make this event a success.

We introduced musical evenings at the house with local musicians as well as a prominent Canadian Celtic music group. We are happy that all our musical events were sold out and we obtained a liquor license and had our staff member Aurelia who has a Serving it Right certificate serve the beer and wine.

We continue working with and building meaningful connections to our community partners, local businesses and individuals while upholding our vision, mission and mandate.

Thank you to our group of volunteers who kindly maintained the gardens looking their usual splendour.

Our long-time finance chair, Davood, will step down. We thank him for all his years of service.

Thank you goes to our Board of Directors for their diligence and commitment to LVSS who makes sure that we keep Mollie Nye house operating as a small community centre in a sustainable and diversified way. Your steadfast support and ongoing care for our organization is much appreciated.

Respectfully Submitted

Andrea Winterbottom – President

LVSS BOARD OF DIRECTORS 2022

Andrea Winterbottom, President

Karin Jenson, Secretary

Edward Park, Vice President

Tracey Lazenby, Member at Large

Davood Bonyad, Treasurer

Sierra Roberts, Member at Large

Operations Staff

John Charles, Executive Director

Sophia Hesp, Administration Coordinator

Aurelia Ulanday, Programs and Services Coordinator

Board Committees 2022

LVSS Standing Committee

| | |
|------------------------------|---|
| Long Term Viability | Developing Long Term plan for sustainability. Plan will also include demographic data, background of how we became LVSS. No meetings in 2022. |
| Grants and Capacity Building | Reviewing dates and type of grants LVSS is eligible for and outline of when applications are made. No meetings in 2022. |
| Brand Recognition | Working on social media, where best to put our efforts for advertising to community and revising websites. No meetings in 2022. |

LVSS Task Force Committee

| | |
|-------------------|--|
| Finance Committee | Meets twice yearly or when required. Develops budget for next year. No meetings in 2022. |
|-------------------|--|

LVSS Ad-Hoc Committee

| | |
|--------------|----------------------|
| HR Committee | Meets when required. |
|--------------|----------------------|

Website Committee

| | |
|-----------|--|
| Committee | Working on a rebranding and updating of the LVSS website. A website designer has been contracted to assist with this process |
|-----------|--|

Special Events Committee

| | |
|-----------|--|
| Committee | Actively organizing special events for 2023. |
|-----------|--|

TREASURER REPORT

Treasurer's report – financial year end 2022

The financial position of the Lynn Valley Services Society (LVSS) as a December 31st, 2022 and its financial performance with assets of \$133,181, as my knowledge present fairly.

The accounting principles in Canadian account standards for not-for-profit organizations have been applied on a basis consistent with that of the preceding year.

Mandatory financial submissions for LVSS were completed and submitted on time. They include:

- CRA summary
- Registered Charity return
- T-4 slips
- GST rebates

Revenue for the year was \$129,163.00 which was an increase from 2020 due to significantly expanded rental revenue. The Board of Directors fully opened Mollie Nye House for all activities, programs and rentals. Net income reflects expenditure including contract and staff salaries and instructor fees.

LVSS continues to ensure updates in accounting records. We appreciate Blue Shore Financial's generous donation in 2023.

Submitted by:

Andrea Winterbottom
Board President

Davood Jenabi Bonyad
Treasurer
Davood Bonyad

FINANCIAL STATEMENTS

| LYNN VALLEY SERVICES SOCIETY INCOME STATEMENT | Year Ended December 2022 | Year Ended December 2021 |
|--|-----------------------------|-----------------------------|
| REVENUE | | |
| Donations | 7,350.00 | 19.25 |
| Grants | - | 14,700.00 |
| DNV Core Funding | 73,098.00 | 71,665.00 |
| Interest Revenue | 371.48 | 390.53 |
| Rental Revenue | 26,620.00 | 1,257.00 |
| Drop-in Programs | 20,763.52 | 18,139.02 |
| Other Rental Revenue | 960.00 | 2,400.00 |
| Gov't CEWS Rec'd | - | 2,239.00 |
| TOTAL OPERATING REVENUE | <u>\$129,163.00</u> | <u>\$110,809.80</u> |
| EXPENSES | | |
| Operating | 69,269.12 | 30,608.51 |
| Miscellaneous Expenses | 39.32 | 183.96 |
| Drop-in Programs | 200.00 | 0 |
| Programs | 6,265.75 | 3,869.74 |
| Event Expenses – Canada 150 | 0 | 88.95 |
| Wages and Salaries | 50,816.60 | 64,421.61 |
| Miscellaneous Expenses | 0.00 | 16.60 |
| TOTAL EXPENSES | <u>\$126,590.79</u> | <u>\$99,189.37</u> |
| NET INCOME | <u>2,572.21</u> | <u>\$11,620.43</u> |

**LYNN VALLEY SERVICES SOCIETY
BALANCE SHEET**

**Year Ended
December 2022**

**Year Ended
December 2021**

| | Year Ended December 2022 | Year Ended December 2021 |
|-------------------------------|-------------------------------------|-------------------------------------|
| Current Assets | | |
| • Cash | 133,181.31 | 126,503.15 |
| • Total Receivable | - | |
| • Prepaid Expense | - | 50.00 |
| • Capital Assets] | - | 3,653.86 |
| Total Current Assets | <u>133,181.31</u> | <u>130,207.01</u> |
| Current Liabilities | | |
| • Vacation Payable | 95.77 | 95.77 |
| • WCB Payable | 632.85 | 537.91 |
| • GST Owing (Refund) | -232.41 | -539.56 |
| TOTAL LIABILITY | <u>496.12</u> | <u>94.12</u> |
| EQUITY | | |
| • Net Assets Previous Year | 130,112.89 | 118,492.46 |
| • Current Earnings | 2,572.21 | 11,620.43 |
| Total Net Assets | <u>132,685.10</u> | <u>130,112.89</u> |
| LIABILITIES AND EQUITY | <u>133,181.31</u> | <u>130,207.89</u> |

APPENDICES

Appendix 1 – 2022 Mollie Nye House Accumulative Program Statistics

Appendix 2 – 2022 Drop-In and registered Program Summary by Participant Group

Appendix 3 – 2022 Long Term Rental Summary by Participation Group

Appendix 4 – Volunteer Hours 2022

Appendix 5 – LVSS Grant and Donation Support 2022

Appendix 6 – Historical Data

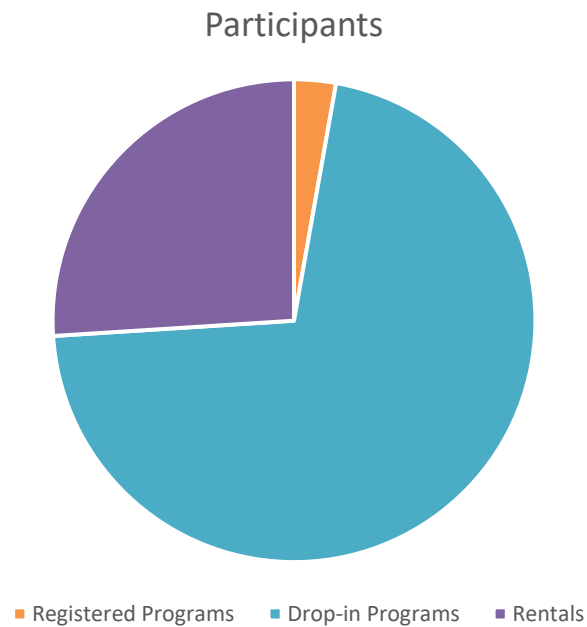
LVSS recognizes the District of North Van for their ongoing annual funding and support



Appendix 1 - 2022 Mollie Nye House Accumulative Program Statistics

Number of program participants

- Drop-in Programs (2,573)
- Rentals (840)
- Registered Programs (101)



2022 Total participation of programs, events and rental activities is 3,514

Statistical Sources

- Drop-In programs - monthly average from daily sign in sheets
- Registered programs – actual counts from in house sign-up sheets
- Rentals – per contract based on actual provided by NVRCC.

Appendix 2 - 2022 Drop-In and Registered Program Summary by Participant Group

Seniors

9 programs

Adult

3 programs

| Drop-In Programs | Activity | Participant Focus |
|-----------------------|------------------|-------------------|
| Arts & Crafts | General Crafting | Seniors |
| Chair Stretch | Gentle exercise | Seniors |
| Mahjong Mondays | Social | Seniors |
| Sewing Group | Social | Seniors |
| Stamp Club | Social | Adults & Seniors |
| Book Club | Social | Adults & Seniors |
| Walking Club – Monday | Social | Adults & Seniors |
| Yoga with Barb | Gentle exercise | Seniors |
| Water Colour Painting | General Crafting | Adults |
| Friendly Friday | Social | Seniors |

| Registered Programs | Activity | Participant Focus |
|------------------------------------|----------------------------|-------------------|
| Adult ESL- Beginner & Intermediate | English as Second Language | Adults & Seniors |
| Tai Chi | Gentle exercise | Adults |
| Music @ Mollie Nye | Social | Everyone |

Appendix 3 - 2022 - Rental Summary by Participant Group

Youth
3 Activities

Seniors/Adults
12 Activities

| Rentals | Activity | Participant Focus |
|-----------------------|-----------------------------|-------------------|
| Fitness | Wellness | Adult |
| Shore Church | Youth Activity | Youth |
| International Auction | Business | Adult |
| Celebrations | Private functions | Adult |
| Munch and Mingle | Meal Program | Adult/Senior |
| Weight Watchers | Weight loss and maintenance | Adult |
| Girl Guides | Youth Activity | Youth |
| Workshops | Education | Adult |
| Korean Church | Spiritual | Adult/Youth |
| Family Services | Wellness | Adult |
| Men's Group | Wellness | Adult |
| AGM's | Business | Adult |
| Craft Fair | Business | Adult |
| Private Party | Celebration of Life | Adult |
| Club Meetings | Social | Adult |

Appendix 4 - Volunteer Hours 2022



| Area/Event | No. of Volunteers | Total hours | Value |
|---|-------------------|-------------|-------|
| Board of Directors & Committee Meetings x \$50/hr | 12 | 190.5 | 9,525 |
| Christmas decorating x \$20/hr | 16 | 134 | 268 |
| Christmas Parade of Trees x \$20/hr | 2 | 3 | 60 |
| Gardening x \$20/hr | 4 | 333 | 660 |
| Maintenance x \$20/hr | 1 | 2.5 | 50 |
| Storage Runs x \$20/hr | 4 | 5 | 100 |
| Events | 13 | 65 | 1,300 |

Appendix 5 - Lynn Valley Services Grant and Donation Support 2022

Grants

District of North Vancouver Core Support

Donations

Blue Shore Financial

Safeway

Black Bear

LVSA

Waves Coffee Shop

Lynn Valley Legion Branch #114

Purdy's Chocolates

Community Donation Support

Sincere appreciation goes to our community supporters and volunteers who have contributed to Lynn Valley Services Society in the past year. We value your support!

Appendix 6 – Historical Data

| YEAR | NET INCOME | # OF PARTICIPANTS | # OF VOLUNTEERS | VOLUNTEER HOURS | VALUE OF VOLUNTEER HOURS |
|-------------|------------|-------------------|-----------------|-----------------|--------------------------|
| 2019 | 12,771.53 | 20,011 | 119 | 2,494 | \$56,980 |
| 2020 | 20,274.61 | 2,835 | 49 | 920 | \$22,600 |
| 2021 | 11,620.43 | 755 | 56 | 756 | \$23,160 |
| 2022 | 2572.21 | 3514 | 52 | 728 | \$11,963 |