



Provincial Association of
Transition Houses and Services
of Saskatchewan



2016 - 2017 Annual Report

PATHS

Vision: Our vision is a society free of violence.

Mission: To collaborate with PATHS members, and to provide research, program development, awareness, and education on interpersonal violence to all.

Values:

PATHS values are:

Peace

Equality

Awareness

Collaboration

Empowerment

PROVINCIAL ASSOCIATION OF TRANSITION HOUSES & SERVICES

AGM Minutes

June 7, 2016

Kerry Vickar Centre
206 Bemister Ave. E.
Melfort, Sk.

PARTICIPANTS:

Board:

Sarah Valli, Sofia House, Regina
Karen Sanderson, Piwapan Women's Centre, La Ronge
Janet Tzupa, YWCA of Regina
Sandy Bashnick, Hudson Bay Family & Support Services
Lori Lancaster, Moose Jaw Transition House
Maria Hendrika, Regina Transition House
Heather Lennox, South West Crisis Services
Tanya Wiggins, Saskatoon Interval House
Ann McArthur, Battlefords Interval House
Lavern Dumka, Shelwin House, Yorkton (via phone)
Karen Wood, Family Service Saskatoon (via phone)
Hayley Kennedy, PARTNERS Family Services (via phone)

Advisory Committee:

Meghan Campbell, Saskatoon Interval House
Brandy Bayda, Family Service Saskatoon
Carol Yoner, Isabel Johnson Shelter
Lynne Guick, Moose Jaw Transition House
Marcie Cole, YWCA Saskatoon
Judy Armstrong, Battlefords Interval House
Laura Beddome, South West Crisis Services

STAFF MEMBERS:

Jo-Anne Dusel, Provincial Co-ordinator, PATHS
Crystal Giesbrecht, Director of Member Programs & Services, PATHS

REGRETS:

BOARD:

Kim Fisher, YWCA, Saskatoon
Karen McGillivray, Family Services Regina
Christa Daku, Envision, Estevan
Vivian Cote, YTC Safe Haven, Yorkton
Louise Schweitzer, NEOSS, Melfort

ADVISORY COMMITTEE:

Erin Stacheruk, Shelwin House, Yorkton
Leesa Gross, Shelwin House, Yorkton
Melissa Vandale, Waskoosis Safe Shelter, Meadow Lake
Bernice Cartwright, SIGN, Yorkton
Lenore Mossing, Regina Transition House
Nola Mahingen, YTC Safe Haven, Yorkton

NON-BOARD MEMBERS:

None

1. Sarah Valli called the meeting to order at 1:05 p.m.
2. **MOTION:** Lori/Sandy moved to adopt the agenda
Carried.

3. **MOTION:** Ann/Maria moved to approve the minutes of the Annual General Meeting, June 2, 2015 as amended.

(Amendments-The date reads June 2, 1015. Change it to June 2, 2015; under #3 the motion should read May 28, 2014 not 2016.)

4. Reports

- Chairperson's Report-provided in the board package
 - At the beginning of the year there were financial challenges and now we are doing well financially.
 - Thank you to Jo-Anne and Crystal for all their hard work to make this happen.

MOTION: Sandy/Lori moved to accept the Chairperson's Report.
Carried.

- Financial Report-provided in the board package
 - PATHS has gone to online banking. Therefore, the treasurer position can be filled by any member agency as it is no longer dependent upon location.

MOTION: Sarah/Heather moved to accept the Financial Report
Carried

MOTION: Lori/Maria moved to accept the audited financial statements for April 1, 2015-March 31, 2016 as circulated and reviewed.
Carried

MOTION: Lori/Sandy moved that the Fiscal Year End for PATHS be March 31, 2017.
Carried

MOTION: Lori/Heather moved to appoint Sharon Gimas as auditor for the fiscal year April 1, 2016-March 31, 2017.
Carried

- Coordinator's Report-provided in the board package

MOTION: Maria/Heather moved to accept the Coordinator's Report
Carried

MOTION: Sandy/Anne moved to adjourn the AGM at 1:19 p.m.

SHARON GIMAS, CPA, CMA

1650 Rousseau Cr Regina, SK S4X 4L9 (306)949-9737

INDEPENDENT AUDITOR'S REPORT

To the members of:
PATHS

I have audited the accompanying financial statements of PATHS, which comprise the balance sheet as at March 31, 2017 and the income statement, statement of changes in equity and cash flow statement for the year then ended, and a summary of significant accounting policies and other explanatory information

Managements Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian generally accepted accounting principles 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.

Auditors Responsibility

My responsibility is to express an opinion on these financial statements based on our audit. I conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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. An audit also includes evaluation the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Opinion

In my opinion, the financial statements present fairly, in all material respects, the financial position of PATHS as at March 31, 2017, and of its financial performance and its cash flows for the year then ended in accordance with generally accepted accounting principles.

Sharon Gimas, CPA, CMA
B.Admin



June 5, 2017

PROVINCIAL ASSOCIATION OF TRANSITION HOUSES
AND SERVICES OF SASKATCHEWAN INC.

Financial Statements

For the year ending March 31, 2017

Provincial Association of Transition Houses and Services of Saskatchewan Inc.

Statement of financial position

As at March 31, 2017

<u>ASSETS</u>	<u>2017</u>	<u>2016</u>
Current Assets		
Cash	\$132,748	\$115,252
Investments (note 3 & 4)	21,818	27,407
GST receivable	3,418	1,011
Interest receivable	22	33
Prepaid expense	2,704	2,100
	-----	-----
Total Current Assets	\$160,710	\$145,803
 Capital Assets (note 5)		
Net	1,238	1,670
	-----	-----
TOTAL ASSETS	\$161,948	\$147,473
	=====	=====
 <u>LIABILITIES & NET ASSETS</u>		
Current Liabilities		
Trade payables	\$504	\$0
Deferred revenue (note 6)	116,426	106,439
Source deductions payable	0	1,217
	-----	-----
TOTAL LIABILITIES	\$116,930	\$107,656
	-----	-----
 Net Assets - see attached schedule	\$45,018	\$39,817
	-----	-----
TOTAL LIABILITIES AND NET ASSETS	\$161,948	\$147,473
	=====	=====

Approved on behalf of the board:

Lois Lancaster



Provincial Association of Transition Houses and Services of Saskatchewan Inc.

Statement of Operations

For the year ending March 31, 2017

	<u>2017</u>	<u>2016</u>
REVENUE		
Status of Women	\$136,649	\$44,718
PHAC	103,315	0
Justice	40,170	40,170
International Womens Day	2,028	1,167
CIF Grant	27,736	22,264
Cdn Womens Foundation	0	27,796
Prairie Action Foundation	0	8,965
YWCA	0	834
Conference	20,080	0
Membership fees	10,000	9,833
Fees for service	569	0
Donations	875	7,199
Interest Income	637	580
Miscellaneous	6,959	3,050
	<u>349,018</u>	<u>166,576</u>
EXPENSES:		
Administration and Office supplies	6,435	2,209
Advertising and promotion	2,243	1,073
Bank charges and interest	68	334
Business dues/memberships	525	771
Conference/event expenses	19,559	5,396
Depreciation	432	647
GST	1,301	0
Honorariums/professional fees	108,242	7,985
Insurance	1,805	2,073
Meetings	20,587	0
Member services	5,607	1,584
Miscellaneous	0	1,958
Program costs	12,729	0
Rent	25,300	22,464
Staff development	3,417	6,226
Telephone and website	3,446	3,096
Travel	20,641	10,256
Wages & benefits	111,480	96,553
	<u>343,817</u>	<u>162,625</u>
TOTAL EXPENSES		
	<u>\$5,201</u>	<u>\$3,951</u>
NET SURPLUS/DEFICIT	<u>=====</u>	<u>=====</u>

Provincial Association of Transition Houses and Services of Saskatchewan Inc.

Statement of Changes in Net Assets

For the year ended March 31, 2017

Net assets	Invested in capital assets	Unrestricted	Total
Balance, beginning of year	1,670	38,147	39,817
Purchase of capital assets	0	0	0
Excess (deficiency) of revenue over expenses	-432	5,633	5,201
Balance, end of year	1,238	43,780	45,018

Provincial Association of Transition Houses and Services of Saskatchewan Inc.

Statement of Cash Flows

For the year ended March 31, 2017

	<u>2017</u>	<u>2016</u>
Cash Provided by Operations:		
Net surplus/deficit	5,201	3,951
Add non-cash items:		
Depreciation	432	647
Changes in Non-Cash Working Capital:		
GST receivable	-2,408	248
Other receivables	12	1,000
Prepaid expenses	-604	0
Trade payables	504	0
Deferred revenue	9,987	62,470
Source deductions payable	-1,217	685
	-----	-----
Cash (Used in) Provided by Operations	11,907	69,001
Cash (Used in) Provided by Investing Activities		
Investments - interest reinvested	0	-373
Investments redeemed	27,407	0
Investments purchased	-21,818	0
Equipment purchased	-3,233	0
Grant funding used to purch equipment	3,233	0
Increase (Decrease) in Cash Balance	\$17,496	\$68,628
Cash - beginning of year	115,252	46,624
	-----	-----
Cash - end of year	\$132,748	\$115,252
	=====	=====

Provincial Association of Transition Houses and Services of Saskatchewan Inc.

Notes to the Financial Statements

For the year ended March 31, 2017

1. Status and Purpose of the Organization

The Provincial Association of Transition Houses of Saskatchewan (PATHS) is a non-profit organization formed in 1984. The Association's active members are shelters, satellites, and second stage houses. The Board of Directors includes the Directors/Executive Directors or their designate of the active members. The mission of PATHS is to create a society free of violence against women and their children.

2. Significant Accounting Policies:

Basis of accounting

These financial statements are prepared using the Canadian accounting standards for not-for-profit organizations.

Revenue recognition

PATHS 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 are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Use of Estimates

The preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities at the date of the financial statements, and the reported amount of revenue and expenses during the reported period. Actual results could differ from management's best estimates as additional information becomes available in the future.

Capital assets

Grants intended to finance capital asset acquisitions are netted against the cost of the assets. Capital assets are stated at cost less grants and accumulated depreciation to date.

Economic Dependence

PATHS currently receives significant revenues in grants. As a result, the organization is dependent upon the continuance of these grants to maintain operations at their current level.

3. Financial Instruments:

Initially financial assets and financial liabilities are measured at fair value. Subsequently, all financial assets and financial liabilities are measured at amortized cost.

The financial assets subsequently measured at amortized cost include cash, term deposits, and accounts receivable. The financial liabilities measured at amortized cost include trade accounts payable and accrued liabilities.

Like any entity, the organization is potentially exposed to various risks through its financial instruments, such as credit, liquidity, market, currency, interest rate and other price risks. None of these risk exposures are considered by management to be material, and there have been no changes in the association's risk exposures from the prior year.

Provincial Association of Transition Houses and Services of Saskatchewan Inc.

Notes to the Financial Statements

For the year ended March 31, 2017

4. Investments

Short-term

\$21,818 is invested in a 3-5 year redeemable on anniversary GIC with a maturity date of Feb 26, 2019 at 1.10% interest.

5. Capital Assets

Computer and office equipment is depreciated at 30% utilizing a declining balance method

Furniture and equipment is depreciated at 20% utilizing a straight-line method.

Software is depreciated at 50% utilizing a straight-line method.

	Cost	Accum Depr'n	Grants Applied	Net Book Value 2017	2016
Computer equipment	\$8,914	\$4,245	\$4,236	\$433	\$574
Office equipment	3,573	1,557	1,791	225	371
Furniture	5,047	4,467	0	580	725
Equipment	1,763	1,763	0	0	0
Software	798	434	364	0	0
	<u>\$20,095</u>	<u>\$12,466</u>	<u>\$6,391</u>	<u>\$1,238</u>	<u>\$1,670</u>

6. Deferred revenue

These funds will be recognized as revenue by the association in future periods when the applicable services are performed.

	Status of Women	Intl Women Day	CIF	Total
Unspent at beg of year	86,655	2,048	17,736	106,439
Funding rec'd	164,000	2,400	0	166,400
Interest earned	41			41
Expenses paid	-136,690	-2,028	-17,736	-156,454
Unspent bal at end year	<u>114,006</u>	<u>2,420</u>	<u>0</u>	<u>116,426</u>

A Year of Change in Building a Strong Provincial Association of Transition Houses and Services (PATHS)

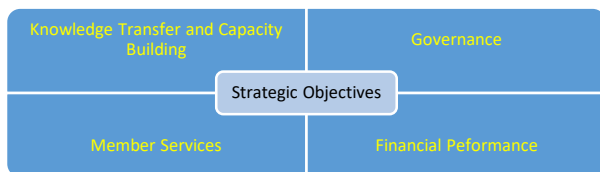
A message from Heather Lennox, Acting Chair of the Board

As I began to compose this letter, I realized how quickly the 2016-2017 fiscal year has passed. I was the Vice-Chair for most of the year and in February, 2017, became the Acting Chair for PATHS. I want to thank everyone who has made this year fabulous at PATHS, especially the PATHS staff, what a great team of achievers.

This has been a year with a few challenges and many, many rewarding moments. A challenge that we encountered was having some of our long term board members retire as well as the chair needing to leave the board in February. Though a year of transition, we made solid progress on many fronts including, gaining new board members, building strategic direction, increasing funding diversity, developing a board governance committee, developing a terms of reference for the Advisory Committee and increasing awareness and educating on interpersonal violence and abuse to all on many fronts.

PATHS had two key long term board members retire, Ann McArthur from Battlefords Interval House, and Maria Hendrika from Regina Transition House who had both been with their organizations for over thirty years and with the PATHS board since its formation. In February, 2017, Sarah Valli the board chair moved on to new endeavors. I would like to thank these wonderful women for amazing years of service. This in turn has given new executive directors from member agencies an opportunity to be a part of PATHS' board of directors, in saying this I would like to welcome all new board members.

In the first part of the year PATHS members worked to update the Strategic Objectives including the Mission, Vision and Values of PATHS with the outcome as follows:



Vision: Our vision is a society free of violence

Mission: To collaborate with PATHS members, and to provide research, program development, awareness and education on interpersonal violence to all.

Values: PATHS values are:

Peace

Equality

Awareness

Collaboration

Empowerment

Funding diversity consists of the PATHS' staff having two large projects in process with the first being; "Supporting the Health of Victims of Violence" a project through the Public Health Association of Canada (PHAC) which started in 2016 and will finish in 2020 and the second "Impact of Domestic Violence in the Workplace" through the Status of Women Canada which started in the fall of 2015 and will finish in 2018. We also receive funding through the Ministry of Justice,

membership and online donations. This past year the PATHS' staff have provided an increased number of trainings to individuals and organizations on a fee for service basis.

The newly developed board governance committee has worked very diligently with great reservation and forethought on developing new bylaws that will meet the future needs of PATHS and its members. In February, the Provincial Coordinators title was changed to Executive Director.

The terms of reference for the Advisory Committee members established the following key functions:

- Identify and discuss emerging issues
- Reviewing and provide practical feedback on PATHS' Shelter Standards
- Keep staff and member agencies updated with information on PATHS' activities
- All members of the Staff Advisory Committee will represent PATHS and uphold PATHS' Mission and Vision

2016/2017 was a year of incredible progress in the quest to increasing awareness of interpersonal violence and abuse on many fronts. We are truly living our values of Peace, Equality, Awareness, Collaboration and Empowerment, in this we are a strong united front against abuse.

Thank you for your ongoing support and interest in the Provincial Association of Transition Houses and Services of Saskatchewan, and a special recognition to our amazing members and partners provincially, nationally and globally – we couldn't do any of this work without you.

Heather Lennox



Executive Director's Report

The 2016/17 fiscal year was a year of change and growth for PATHS. It saw the departure of several long-time Board Members, Sarah Valli, Ann McArthur and Maria Hendrika. I would like to express my appreciation for their contributions over the years and wish them all the best in their future endeavors. Their wisdom and experience will be sorely missed! In their place we welcome several new individuals who will bring a fresh perspective along with their own valuable contributions.

In the past year we have begun to put into place the strategic direction that was established in 2015/16. One strategic priority was for PATHS to be the voice of our membership. We have worked hard to ensure that PATHS is a well-known and respected organization seen as an expert on issues related to violence against women. We see the results in our media presence. PATHS was featured in the media, either directly, through interviews with PATHS' staff or indirectly through mentions of our programs, 55 times in the 2016/17 fiscal year.

PATHS has worked towards its strategic goal of diversifying revenue streams through accessing new funders, opening our conference up to the public and holding training events which are open to non-members for a fee. Our increased public visibility has also led to an increase in unsolicited donations.

Our Community Initiatives Fund project which focused on providing best practices training for our member agency staff ended in September. Over the course of the project we trained and certified over 100 individuals in the use of the Ontario Domestic Assault Risk Assessment (ODARA), developed and presented a day long workshop on Building Best Practice and created a Research-Informed Promising Practices Manual for each of our member agencies.

PATHS continues to work on raising awareness of the impact of Intimate Partner Violence on the workplace as part of our 2015 – 18 Status of Women Canada-funded project. In the past year, we have conducted a survey of 433 individuals, held focus groups and personal interviews with survivors and stakeholders to gauge the impact on Saskatchewan workers.

We have presented training sessions on how to respond to IPV in the workplace and spoken at conferences and in the media on the topic. Our May, 2016 conference was themed *Violence is Everyone's Business* and featured Barb McQuarrie of Western University's Centre for Research and Education on Violence against Women and Children (CREVAWC) who spoke on the pan-Canadian study *Can Work be Safe When Home Isn't?* Perhaps because of increased awareness of the issue, unions and politicians have been pressing for workplace supports to be put into place for victims of IPV. PATHS was part of a working group that developed a Private Member's Bill seeking paid and unpaid leave for those experiencing IPV which was tabled in the Legislature in March.

In October 2016, PATHS embarked on perhaps its most ambitious project to date – a four year research project funded by the Public Health Agency of Canada which will examine the impact on health status of Indigenous women who participate in a 12 week program designed to reconnect them with their traditional knowledge and arts activities. The first of 10 - 12 week groups began as a pilot in March in Moose Jaw and received very positive evaluations from the participants. The funding from this project allowed us to hire an additional half-time staff member in December. It has also led to PATHS' inclusion in the Knowledge Hub, a national community of practice led by CREVAWC, which has allowed us to pass on many resources and training opportunities to our members, as well as building PATHS' own capacity for research and program development.

I would like to thank PATHS' staff, Kirsten Lawson and Crystal Giesbrecht for their dedication and the valuable contributions they have made to the PATHS team. I would also like to thank PATHS' Board of Directors, especially Sarah Valli and Heather Lennox for their support throughout the past year. It has been an exciting and challenging year for us at PATHS. It has also been a fulfilling one as we see our efforts begin to influence systemic change in Saskatchewan. We look forward to working with our member agencies in 2017/18 and beyond!

Respectfully submitted by

Jo-Anne Dusel

A handwritten signature in cursive script, reading "Jo-Anne Dusel". The signature is written in dark ink on a light background.