

DOUGLAS PARK COMMUNITY ASSOCIATION

Annual Report 2013 - 2014



801 West 22nd Avenue, Vancouver BC, V5Z 1Z8

www.douglasparkcc.ca

DOUGLAS PARK COMMUNITY ASSOCIATION
Board of Directors
Annual Report 2013 - 2014

Executive Directors

President	Joyce Saben
1st Vice-President	Charles Creighton
2nd Vice President	Cynthia Lau
Secretary	Saskia Battersby
Treasurer	Celeste Munger

Directors

Christine Coleman	Charles Creighton
Alan Davies	Allen Fenichel
Gordon Gram	Scott Gray
Cynthia Lau	Jodi Macaulay
Celeste Munger	Joyce Saben
Pascal Roussel	Sanja Sladojevic
Anne Tickle	Kathryn Willey

Honorary Members

Neale Adams	Marty Barber	Jim Bennett
Russell Black	Jean Brevner	Abbe Chivers
Ethel Clement	Bernice Craig	Lorne Cullen
Ray Dagg	Les Dando	Alan Davies
Jackie Eccles	Alice Edge	Hugh Evans
Manuel Ferrales	Mary-Anne Fowler	Alex Geysendorpher
Ethel Gordon	Sylvia Holloway	Elsie Herman
Andy Hinds	Connie Hubbs	Linda Hull
Jim Lehto	Mrs. G. Levy	Henry Lew
Peggy Lewis	Gord Lindal	Ken McFaul
Linda Miller	Gord Plottel	Nancy Reynolds
Joyce Saben	Jean Scribner	Mary Simmonds
Anne Tickle	George Wainborn	Joe Warren
Vickie Warren (Lewis)	Ron Way	Kathryn Willey

DOUGLAS PARK COMMUNITY ASSOCIATION
Community Centre Staff
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Supervisor of Recreation Services	Doug Taylor	Bob Hindley	Peter Fox
Recreation Programmer	Darilyn Dennis	Ian Su	
Community Youth Workers	Starla Bayley	Mattias Boon	
Licensed Preschool Coordinator	Rosie Laforges		
Recreation Facility Clerk	Ingrid Richter		
Office Support Clerk	Donna Leisen Eva So Linh Hua	Jean Ng Kim Farrell	
Program Assistants	Lexine Atrill Jo Grave Hai Ngo Stephanie Subject	Mawi Bagon Ian McLellan Cindy Williams	
Seniors and Special Needs	Luz Ichikawa		
Building Service Worker	Gene Chong	Douglas Crampton	
School Age Care Staff	Cassie Walde Jesseca Harrison Payvand Pejvack Heidi Ziegler Homa Afshar Mostofee	Lindsay Meissner Lisa Murphy Lauren Blair Duncan Smith Laura Jeffries	
Licensed Preschool Staff	Tara Hutchinson Sheena McCarthy Donna Noorian	Sara Soloman Jessica Wheeler Naho Omura	

DOUGLAS PARK COMMUNITY ASSOCIATION

Welcome

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Are you aware that as a member of the Douglas Park Community Association you are entitled to a number of things at the Centre? For example... your membership gives you the opportunity to:

- attend and vote at the Annual General Meeting & Election of Directors.
- stand for election for the Board of Directors if you are 19 years of age or older and have been in good standing for 1 month prior to the elections.
- attend Association functions and programs.
- participate in a wide variety of programs.

Douglas Park has been able to provide a wide variety of programs and services thanks to many staff and volunteers. In order to maintain this high level of service, we are always in need of more help and new suggestions for things that should be happening here.

JOHN BRISTOW MEMORIAL BURSARY

In Memory of John Bristow

Association Board Member and dedicated worker from 1960 -1976.

The Board of Directors has established a bursary, now in excess of \$5,000.00. The interest from this fund is given annually to a member who is seeking education and training with disabled groups, or are themselves disabled and require assistance with education and training, a cause which was dear to John Bristow. Donations to the capital of this fund are gratefully accepted. We will be glad to supply any information concerning this bursary to any and all whom care to enquire.

DOUGLAS PARK COMMUNITY ASSOCIATION HONORARY MEMBERSHIP

An Honorary Member is a Member who has been designated an Honorary Member by a Resolution of the Board of Directors based on outstanding service to the community served by the Association.

The Board will consider the following criteria in naming an Honorary Member:

1. Has given extraordinary service to the Douglas Park Community Association for a period of six years or more.
2. An Association member who has served as President of the Association's Board of Directors.
3. An individual who has received, as Douglas Park Community Association's nominee, the Vancouver Board of Parks and Recreation Volunteer of the Year Award.
4. A Park Board or Association staff member who has provided Douglas Park Community Association with 15 or more years of service.

Privileges

1. Receives a Gold Card, which is a lifetime Association membership.
2. Honorary Members are voting Members of the Association.

DOUGLAS PARK COMMUNITY ASSOCIATION
Agenda
Annual Report 2013 - 2014

Wednesday, November 19, 2014

1. Call to Order
2. Approval of Agenda
3. Approval of November 2013 AGM Minutes
4. Auditor's Report – Gary Wozny of Tompkins, Wozny, Miller & Co.
5. Vancouver Park Board Commissioner – Daisy Chin
6. Vancouver Park Board Manager of Recreation Services – Daisy Chin
7. President's Report – Joyce Saben
8. Supervisors Report
9. Special Presentations – John Bristow Memorial Bursary
10. Miscellaneous Business
11. Election of Officers
12. Swearing in of Officers – Daisy Chin
13. Adjournment

DOUGLAS PARK COMMUNITY ASSOCIATION

2012 – 2013 Annual General Meeting Minutes

Date: Wednesday, November 20th, 2013

Place: Douglas Park Community Centre

Present: Saskia Battersby, Starla Bailey, Stuart Bro, Janice Brown, Christine Coleman, John Coupar, Charles Creighton, Rochelle Davidson, Alan Davies, Darilyn Dennis, Allen Fenichel, Gordon Gram, Bob Hindley, Andrew Hinds, Sylvia Holloway, Muriel Humphrey, Hisao Ichikawa, David Kellett, Cynthia Lau, Vincent Li, Levisa Lu, Margaret Kitchen, Delia Maisani, Celeste Munger, Diane Murphy, Marietta Perkin, Penny Post, Hikari Rachmat, Anita Romaniuk, Pascal Roussel, Joyce Saben, Jaci Sibble, Sanja Sladojevic, Doug Taylor, Silas Tsui, Kathryn Willey and Vanessa Yu.

Regrets: Manuel Farrales, Scott Gray, John Kim, Ken McFaul

Guests: John Coupar, Diane Murphy, Pamela Felix

Staff: Doug Taylor, Bob Hindley, Darilyn Dennis, Starla Bayley

Regrets: Ian Su

1.0 **Welcome and Call to Order:** Joyce Saben

Joyce spoke briefly giving thanks to the members and staff and stated that negotiations with the Parks Board were going well.

2.0 **Approval of Agenda**

- Cynthia Lau and Kathryn Willey

3.0 **Approval of Minutes from 2012 AGM**

- Sanja Sladojevic and Allen Fenichel

4.0 **Auditor's Report: Pamela Felix**

4.1 Auditor's report is included in the AGM report

4.2 A brief explanation was given on the financial statement by Pamela Felix who went through the various figures.

There was a question regarding the Needs Assessment. Celeste Munger spoke as to what will be presented to the City.

4.3 **Motion:** Gordon Gram motioned to accept the Auditor's report, Charles Creighton seconded. All in favour. Motion passed.

4.4 **Motion:** Celeste Munger motioned to accept Wozny and Co. as the auditors for the Douglas Park Community Association for the following year. Charles Creighton seconded. All in favour. Motion passed.

5.0 Vancouver Park Board Commissioner – John Coupar

5.1 John Coupar spoke and gave thanks to Anita Romaniuk, former Commissioner, who was in attendance.

6.0 Vancouver Park Manager of Recreation Services – Diane Murphy

6.1 **Diane Murphy** thanked the Board and volunteers Joyce Saben and Charles Creighton for their help with the negotiations. She also thanked Doug Taylor, Bob Hindley, Darilyn Dennis, Ian Su and Starla Bayley.

6.2 **Joyce Saben** thanked Diane Murphy for all her work.

7.0 President’s Report – Joyce Saben

7.1 The President’s Report is included in the Annual Report

7.2 Introductions and Acknowledgements:

Introduction of present Douglas Park Board members: Gordon Gram, Celeste Munger, Cynthia Lau, Sanja Sladojevic, Kathryn Willey, Christine Coleman, Allen Fenichel, Charles Creighton, Anne Tickle, Muriel Humphrey, Manuel Farrales, Scott Gray and John Kim

Thanks were given to Board members and staff members for their hard work over the past year.

Thanks were also given to John Coupar and to all volunteers who now number over 100.

8.0 Supervisor’s Report

8.1 The President’s Report is included in the Annual Report which Bob Hindley summarized.

8.2 Doug Taylor spoke briefly and thanked Bob Hindley.

9.0 Special Presentation – John Bristow Memorial Bursary

- The John Bristow Memorial Bursary was presented to Penny Post of the Wednesday Social Club.

10.0 Miscellaneous Business

11.0 Election of Directors

11.1 Nominees to the Board were asked to please stand and give a brief statement about themselves. There were not enough members for an election so they will be nominated and brought in by acclamation.

11.2 Joyce Saben moved that the following are approved by acclamation:

- Alan Davies
- Celeste Munger
- Christine Coleman
- Allen Fenichel
- Charles Creighton
- Pascal Roussel
- Saskia Battersby

Rochelle Davidson and Cynthia Lau seconded. All in favour. Motion passed.

12.0 Swearing in of officers - John Coupar, Vancouver Park Board Commissioner

Those sworn in:

- Alan Davies
- Celeste Munger
- Christine Coleman
- Allen Fenichel
- Charles Creighton
- Pascal Roussel
- Saskia Battersby

13.0 Adjournment

- With no other business, the AGM was adjourned at 7:55 pm.
- Kathryn Willey and Cynthia Lau

DOUGLAS PARK COMMUNITY ASSOCIATION

President's Remarks

Annual Report 2013 - 2014

We have had an extra busy year working towards various goals with the Douglas Park Community Association at the community centre.

We hosted the Sharing the Wealth Festival for 2013 as it has always been a popular community event. In the last couple of years we have seen other local community organizations run their own events during the same time of year. This year our board decided to host an Open House in September to highlight programs heading into the Fall 2014 season. We look forward to planning our annual festival and changing the date to sometime in June 2015 with a new name, formerly Sharing Our Wealth.

The joint operating agreement between the Park Board and the community associations is still to be settled. The presidents from the negotiating group continue to meet with the Vancouver Park Board and City of Vancouver staff to work on the new operating agreement. Meetings have been less frequent this year.

This year's Board has been exceptionally active. Some of the initiatives the Board has undertaken are in the areas of facility upgrades and operational changes. Among the usual purchases of various equipment and supplies, the Douglas Lounge was outfitted with wall mirrors, the Pottery Studio/Craft Room received a new stainless double sink, the preschool was renovated with new wall paint and furniture and the Exercise Room received new hand weights and a Recumbent Bike. To improve the service of our very important preschool community, some operational changes were made which resulted in our very happy Preschool staff group who are doing a fabulous job.

Our Facilities Committee continues to seek attention, advice and commitment in liaising with Park Board and City officials to bring about facility upgrades to our playground and fitness facilities.

During the past year our acting Recreation Supervisor Bob Hindley was moved to the Kensington Community Centre; thank you Bob for all your efforts on behalf of Douglas Park Community Association. I want everyone to give a very warm welcome to Peter Fox, who is our new Recreation Supervisor. Welcome Peter to this great community.

In the coming year, Douglas Park Community Centre Association will build upon the excellent work done by our board members in conjunction with City and Park Board staff. We have been making great efforts to bring to fruition the two most pressing needs identified in our Needs Assessment that was undertaken in November 2012.

First, we will continue working together with the City and Park Board toward the long term goal of improving and renovating our well-loved and much used playground so that it may serve future generations of our neighbourhood's children.

The second area of continued work will be moving into the feasibility study phase of a new and improved fitness centre. This was an area requiring improvement as identified in our Needs Assessment and we will take the next steps to get this need addressed at the City capital planning level.

We have taken great strides over the past year to bring our workplace policies in line with best practices and to be the kind of employer that the best employees compete to work for. To that end, we will be completing and updating our policies and procedures for our licensed childcare programs with our consultants. In addition, we will be updating instructors' contracts and continuing to look for ways to engage with our employees.

Our program committee is working closely with centre programmers to ensure that our programs meet the needs of our community and will continue to welcome your support, suggestions, and committee participation in order to do so. This is your centre – please come help make it the best it can be.

I would like to thank, as I do every year, the Park Board and Association staff that we have here at Douglas Park Community Centre. Without your terrific support we would not have such an outstanding community association.

Also again, I especially would like to thank the large numbers of volunteers that we have here at Douglas. You are the unpaid backbone of our Community. All of you go beyond the call of duty and certainly make our community a much better place for all of us.

Respectfully submitted by **Joyce Saben**, Douglas Park Community Association President

FINANCIAL STATEMENTS

**DOUGLAS PARK
COMMUNITY ASSOCIATION**

August 31, 2014

100 **Thorpe, Wozniak, Miller & Co.**
Chartered Accountants

INDEPENDENT AUDITOR'S REPORT

To the Members of
Douglas Park Community Association

Report on the Financial Statements

We have audited the accompanying financial statements of Douglas Park Community Association, which comprise the statement of financial position as at August 31, 2014, and the statements of changes in net assets, operations and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audits in accordance with Canadian generally accepted auditing standards. Those standards require that we 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 Association'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 Association's internal control. An audit also includes evaluating 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.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion.

Basis for Qualified Opinion

In common with many charitable organizations, the Association derives revenue from donations, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our verification of these revenues was limited to the amounts recorded in the records of the Association and we were not able to determine whether any adjustments for unrecorded revenue might be necessary to donation revenue, revenue over expenses, assets and net assets.

Qualified Opinion

In our opinion, except for the effects of the matter described in the Basis for Qualified Opinion paragraph, the financial statements present fairly, in all material respects, the financial position of Douglas Park Community Association as at August 31, 2014, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Report on Other Legal and Regulatory Requirements

As required by the British Columbia Society Act, we report that the accounting principles used in these financial statements have been applied on a basis consistent with that of the preceding year.

Tompkins, Wozny, Miller & Co.

Vancouver, Canada
November 7, 2014

Chartered Accountants

Douglas Park Community Association**STATEMENT OF FINANCIAL POSITION**

As at August 31

	2014	2013
	\$	\$
ASSETS		
Current		
Cash	280,229	487,046
Short-term investments, at cost <i>[note 4]</i>	903,761	691,041
Accounts receivable <i>[note 5]</i>	63,703	58,469
Prepaid expenses	15,187	13,656
Total current assets	1,262,880	1,250,212
Cash and investments - restricted for endowment purposes <i>[note 6]</i>	7,400	7,400
Capital assets <i>[note 7]</i>	36,820	39,637
Intangible assets <i>[note 8]</i>	1,027	2,053
	1,308,127	1,299,302
LIABILITIES AND NET ASSETS		
Current liabilities		
Accounts payable and accruals <i>[note 9]</i>	135,008	152,687
Deferred revenue	77,631	83,911
Deferred contributions	2,367	2,367
Total current liabilities	215,006	238,965
Deferred contributions related to capital assets <i>[note 10]</i>	400	1,902
Total liabilities	215,406	240,867
Net assets		
Invested in capital and intangible assets	37,447	39,788
Internally restricted <i>[note 11]</i>	906,794	806,794
Internally restricted - ongoing programs <i>[note 12]</i>	48,995	46,266
Restricted for endowment purposes <i>[note 6]</i>	7,400	7,400
Unrestricted	92,085	158,187
Total net assets	1,092,721	1,058,435
	1,308,127	1,299,302

See accompanying notes to the financial statements

On behalf of the Board:

Director

Director

Douglas Park Community Association

STATEMENT OF CHANGES IN NET ASSETS

Year ended August 31

	Invested in Capital and Intangible Assets \$	Internally Restricted \$	Internally Restricted - Ongoing Programs \$	Restricted for Endowment Purposes \$	Un- restricted \$	Total \$
		[note 11]	[note 12]	[note 6]		
2014						
Balance, beginning of year	39,788	806,794	46,266	7,400	158,187	1,058,435
Revenue over (under) expenses	(11,396)	—	2,306	—	43,376	34,286
Investments in capital assets	9,055	—	—	—	(9,055)	—
Interfund transfers	—	100,000	423	—	(100,423)	—
Balance, end of year	37,447	906,794	48,995	7,400	92,085	1,092,721
2013						
Balance, beginning of year	17,283	706,794	56,801	7,400	194,674	982,952
Revenue over (under) expenses	(15,352)	—	(10,535)	—	101,370	75,483
Investments in capital assets	37,857	—	—	—	(37,857)	—
Interfund transfers	—	100,000	—	—	(100,000)	—
Balance, end of year	39,788	806,794	46,266	7,400	158,187	1,058,435

See accompanying notes to the financial statements

Douglas Park Community Association**STATEMENT OF OPERATIONS**

Year ended August 31

	2014	2013
	\$	\$
REVENUE		
Program operations <i>[schedule 1]</i>	1,223,021	1,219,326
Interest	13,515	10,998
Ongoing programs <i>[schedule 2]</i>	6,798	9,050
Donations	1,436	2,940
Amortization of deferred contributions related to capital assets <i>[note 10]</i>	1,502	1,643
Vending and other	2,680	1,334
	1,248,952	1,245,291
EXPENSES		
Program operations <i>[schedule 1]</i>	1,029,968	989,409
Administration	31,574	39,055
Staffing - office	60,421	37,906
Bank, credit card and payroll processing charges	29,409	29,590
Ongoing programs <i>[schedule 2]</i>	4,492	19,585
Amortization of capital assets	12,898	16,995
Accounting	14,987	12,102
Advertising and brochures	13,518	11,244
Professional fees	10,023	7,733
Repairs and maintenance	5,279	3,681
Leisure access subsidies	1,786	—
Consulting - needs assessment	—	1,368
Conferences and training	11	840
John Bristow award	300	300
	1,214,666	1,169,808
Revenue over expenses for the year	34,286	75,483

See accompanying notes to the financial statements

STATEMENT OF CASH FLOWS

Year ended August 31

	2014	2013
	\$	\$
OPERATING ACTIVITIES		
Revenue over expenses for the year	34,286	75,483
Items not affecting cash		
Amortization of capital assets	12,898	16,995
Amortization of deferred contributions related to capital assets	(1,502)	(1,643)
Changes in non-cash working capital items		
Accounts receivable	(5,234)	(25,612)
Prepaid expenses	(1,531)	3,112
Accounts payable and accruals	(17,679)	6,172
Deferred revenue	(6,280)	3,490
Deferred contributions	—	(1,188)
Cash provided by operating activities	14,958	76,809
INVESTING ACTIVITIES		
Acquisition of capital assets	(9,055)	(37,857)
Acquisition of short-term investments (net)	(212,720)	(97,120)
Disposition of long-term investments	—	81,500
Cash used in investing activities	(221,775)	(53,477)
Increase (decrease) in cash during the year	(206,817)	23,332
Cash, beginning of year	487,046	463,714
Cash, end of year	280,229	487,046

See accompanying notes to the financial statements

NOTES TO FINANCIAL STATEMENTS

August 31, 2014

1. PURPOSE OF THE ASSOCIATION

The Douglas Park Community Association ("Association") was incorporated pursuant to the Society Act of British Columbia in 1948, was registered as a charitable organization in 1978 for income tax purposes, and is exempt from income taxes. The objectives of the Association are to promote and provide education, recreational, athletic and social facilities and equipment for the use and benefit of the Douglas Park community in Vancouver. The mission of the Association is to improve the quality of life for the Douglas Park Community.

2. GOVERNANCE AND OPERATIONS

The Association carries out these objectives through the operations of the Douglas Park Community Centre pursuant to a Joint Operating Agreement ("JOA") with the City of Vancouver Board of Parks and Recreation ("Park Board"). The existing JOA was signed on March 19, 1979.

During the 2010 fiscal year, the Association, along with most other community associations, negotiated a Memorandum of Understanding with the Park Board providing for a one-time payment to the Park Board for allocated operating costs of \$34,963 in 2011 [2010 - \$30,039]. Discussions regarding the clarification, updating and renewal of the agreement have been on-going since 2001. The existing agreement may be terminated by either party giving three (3) months notice in writing addressed to the Chairman of the Park Board or the President of the Association.

On October 4, 2012, the Park Board provided a unilateral proposal to each of the community associations, including the Association, which would fundamentally alter the roles and responsibilities of the Association as it impacts on use of the Community Centre and the provision of various community programs.

A 12-point proposal entitled "Renewing the Partnership: A Collaborative Approach" was presented to the Park Board on January 2, 2013, endorsed by the Association and 14 other Community Centre Associations ("CCAs").

Although various discussions had taken place in recent years, formal negotiations did not commence until February 16, 2013. The Association and 11 other CCAs ("the participating CCAs") were at the negotiation table.

Effective June 6, 2013, the Park Board, the Association and the participating CCAs signed an interim agreement (the "IAgreement"). In addition, 4 other CCAs also ratified the IAgreement. The IAgreement provided for the introduction, on September 1, 2013, of a free recreation services access card ("OneCard"). The OneCard allowed for access among most community centres. The Park Board provided for reimbursement of lost membership revenue.

NOTES TO FINANCIAL STATEMENTS

August 31, 2014

2. GOVERNANCE AND OPERATIONS (CONT'D)

The IAgreement is effective for the Fall (September to December 2013) and the Winter (January to April 2014) program terms and will be evaluated. In addition, the Park Board announced that "the target date for a new JOA incorporating the framework shall be December 31, 2013".

Later in 2013, six other CCAs brought a legal action against the Park Board over the imposition of the One Card. In response, on August 29, 2013, the Park Board issued a Notice of Termination of the JOA with the six CCAs with an effective date of December 31, 2013.

The six CCAs then sought an injunction in the BC Supreme Court to restrain the Park Board from acting on the Notice of Termination. In a judgment rendered on January 17, 2014, the BC Supreme Court found that the JOA was to remain in effect until a decision from a full trial was rendered or until a further order of the Court.

The Association and the 11 participating CCAs have continued negotiations with the Park Board to achieve a revised JOA.

The impact of any new JOA on the operations and financial statements of the Association as a result of these negotiations is currently not determinable.

Use of the Douglas Park Community Centre premises as well as the providing of certain operating expenses, such as various staff costs, are provided to the Association pursuant to a JOA with the Park Board. The value of the use of the facilities as well as these additional operating expenses has not been reflected in the financial statements.

3. SIGNIFICANT ACCOUNTING POLICIES

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations ("ASNPO") and include the following significant accounting policies:

Use of Estimates

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the amounts of revenues and expenditures reported during the year. Significant areas requiring the use of management estimates relate to the determination of the deferred portion of grants. Actual results could differ from these estimates.

NOTES TO FINANCIAL STATEMENTS

August 31, 2014

3. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

Revenue Recognition

The Association follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenditures 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.

Revenue from all other sources is recognized when the respective program or service is provided.

Deferred contributions related to capital assets are amortized into income at the same rate as the related capital asset is amortized into expense.

Short-term investments

Short-term investments consist of money market funds and guaranteed investment certificates with a maturity date of less than one year after the Association's year end.

Capital Assets

Capital assets are recorded at cost, less accumulated amortization. Amortized is provided on a straight-line basis as outlined in Note 7. Artwork is not amortized.

Intangible Assets

The Association's website is amortized over its estimated useful life as outlined in Note 8 on a straight-line method. The asset is tested for impairment if events or changes in circumstances indicate that the carrying amount exceeds the fair value. The impairment test consists of a comparison of the fair value of the unamortized asset with its carrying amount. When the carrying amount exceeds the fair value, an impairment loss is recognized in an amount equal to the excess.

Internally Restricted Net Assets - Capital Equipment Purchases and Building Improvements

The Association has internally restricted net assets for expenditure on capital equipment and building improvements.

The funds are expended at the discretion of the Board of Directors.

Internally Restricted - Ongoing Programs

This restriction was established internally in a previous fiscal year whereby these net assets are only available for use in those specific programs.

Cash

Cash is defined as cash on hand and cash on deposit, net of cheques issued and outstanding at the year-end.

NOTES TO FINANCIAL STATEMENTS

August 31, 2014

3. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

Cash (Cont'd)

The statement of cash flows is prepared on a net cash basis and cash flows from operating activities are reported using the indirect method.

Donated Services

The Association and its members benefit greatly from donated services in the form of volunteer time. Because of the difficulty in determining their fair value, the value of donated services is not recognized in these financial statements.

Measurement of Financial Instruments

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

Financial assets measured at amortized cost include cash, guaranteed investment certificates ("GIC"), money market fund, and accounts receivable.

Financial liabilities measured at amortized cost include accounts payable.

Financial assets measured at amortized cost are tested for impairment when there are indicators of impairment. The amount of the write-down is recognized in net income. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in net income.

4. SHORT-TERM INVESTMENTS

Short-term investments consist of guaranteed investment certificates of \$703,633 [2013 - \$634,630] which accrue interest at rates of 1.75% to 2.15% [2013 - 1.55% to 2.30%] and mature between December 10, 2014 and August 11, 2015. Short-term investments also includes a money market fund in the amount of \$200,128 [2013 - \$56,411] which earns a variable interest rate.

NOTES TO FINANCIAL STATEMENTS

August 31, 2014

5. ACCOUNTS RECEIVABLE

	2014	2013
	\$	\$
Park Board	30,937	34,920
Grants, program subsidy and other	28,676	17,716
Government - GST/HST rebate	506	3,085
Interest receivable	3,584	2,748
	63,703	58,469
Allowance for doubtful accounts	—	—
	63,703	58,469

6. RESTRICTED FOR ENDOWMENT PURPOSES

The Betty O'Duffy - Brennan Seniors' Endowment was established to assist in capital purchases, recreational, or social pursuits and staffing for the Douglas Park Seniors Programs.

The Betty O'Duffy - Brennan Special Needs Fund was established to assist in capital purchases, educational, recreational or social pursuits and staffing for the Douglas Park Special Needs Program.

The John Bristow Fund was established to provide a bursary to members who are seeking education and training to work with disabled groups. Interest earned during the year on this restricted cash is allocated to the endowment.

	Betty O'Duffy- Brennan Seniors' Endowment \$	Betty O'Duffy - Brennan Special Needs Endowment \$	John Bristow Endowment \$	Total \$
2014				
Balance, beginning of year	1,200	1,200	5,000	7,400
Interfund transfer	—	—	—	—
Balance, end of year	1,200	1,200	5,000	7,400
2013				
Balance, beginning of year	1,200	1,200	5,000	7,400
Interfund transfer	—	—	—	—
Balance, end of year	1,200	1,200	5,000	7,400

NOTES TO FINANCIAL STATEMENTS

August 31, 2014

6. RESTRICTED FOR ENDOWMENT PURPOSES (CONT'D)

Cash and investments restricted for expenditure in each of the endowments:

	2014	2013
	\$	\$
Betty O'Duffy-Brennan Seniors' Endowment	1,200	1,200
Betty O'Duffy-Brennan Special Needs Endowment	1,200	1,200
John Bristow Endowment	5,000	5,000
	7,400	7,400

7. CAPITAL ASSETS

	Rate	Cost \$	Accumulated Amortization \$	Net Book Value \$
2014				
Equipment	5 years S.L.	59,358	26,038	33,320
Art Work	—	3,500	—	3,500
		62,858	26,038	36,820
2013				
Equipment	5 years S.L.	79,844	43,707	36,137
Art Work	—	3,500	—	3,500
		83,344	43,707	39,637

8. INTANGIBLE ASSETS

	Rate	Cost \$	Accumulated Amortization \$	Net Book Value \$
2014				
Website	5 years S.L.	5,133	4,106	1,027
2013				
Website	5 years S.L.	5,133	3,080	2,053

NOTES TO FINANCIAL STATEMENTS

August 31, 2014

9. ACCOUNTS PAYABLE AND ACCRUALS

	2014	2013
	\$	\$
Trade	27,357	54,171
Park Board	98,237	69,670
Wages payable	4,705	11,910
Government remittances - payroll remittances	3,417	15,629
- Worksafe B.C.	1,292	1,307
	135,008	152,687

10. DEFERRED CONTRIBUTIONS RELATED TO CAPITAL ASSETS

Deferred contributions related to capital assets represent restricted contributions with which capital assets were acquired. The balance in the account is as follows:

	2014	2013
	\$	\$
Balance, beginning of year	1,902	3,545
Add: purchased capital assets	—	—
Less: amounts amortized to revenue	(1,502)	(1,643)
Balance, end of year	400	1,902

11. INTERNALLY RESTRICTED NET ASSETS

The following amounts have been internally restricted for expenditure on:

	2014	2013
	\$	\$
Capital equipment purchases	221,794	171,794
Building improvements	685,000	635,000
	906,794	806,794

NOTES TO FINANCIAL STATEMENTS

August 31, 2014

12. INTERNALLY RESTRICTED - ONGOING PROGRAMS

The following amounts have been internally restricted for expenditure on the following ongoing programs:

	2014	2013
	\$	\$
Young adult fundraising	3,160	3,160
Landscaping	5,275	5,275
Young at Heart	2,320	2,320
Youth Fundraising	38,240	35,511
	48,995	46,266

13. FINANCIAL INSTRUMENTS

The Association is exposed to various risks through its financial instruments. The following analysis presents the Association's exposures to significant risks as at August 31, 2014:

Credit Risk

The Association is exposed to credit risk in the event of non-performance by counterparties in connection with its accounts receivable. The Association is also exposed to credit risk with respect to its cash and investments in GIC's and money market fund. The Association limits its exposure to credit loss by placing its cash with a large financial institution and its investments in GIC's and money market fund with a licensed investment firm.

Interest Rate Risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Association is exposed to interest rate risk on its cash, GIC's and money market fund that earn interest at both variable and fixed rates.

Liquidity Rate Risk

Liquidity risk is the risk of being unable to meet cash requirements or fund obligations as they become due. The Association manages its liquidity risk by constantly monitoring forecasted and actual cash flows.

14. COMPARATIVE FIGURES

Certain comparative figures for the 2013 fiscal year have been reclassified to conform with the current year's presentation.

SCHEDULE OF REVENUE AND EXPENSES
- PROGRAM OPERATIONS

Year ended August 31

	Revenue	Expenses			Net Income (Loss)
		Wages and Contractors	Supplies and Other	Total	
	\$	\$	\$	\$	\$
2014					
School age care	404,003	251,060	42,207	293,267	110,736
Preschool programs	107,707	65,191	2,337	67,528	40,179
Children programs	109,346	79,848	1,095	80,943	28,403
Youth programs	58,669	47,899	18,379	66,278	(7,609)
Adult programs	101,951	84,769	6,287	91,056	10,895
Senior programs	14,291	26,186	5,501	31,687	(17,396)
Licensed pre-school	270,133	235,379	16,979	252,358	17,775
Summer day camp	99,012	74,841	22,048	96,889	2,123
Exercise room	28,598	544	275	819	27,779
Rentals	12,818	1,512	3,694	5,206	7,612
Special events	9,162	11,503	11,496	22,999	(13,837)
Memberships	2,172	—	—	—	2,172
Adults with disabilities	5,159	15,828	5,110	20,938	(15,779)
	1,223,021	894,560	135,408	1,029,968	193,053
2013					
School age care	400,509	255,347	40,966	296,313	104,196
Preschool programs	103,747	76,388	3,161	79,549	24,198
Children programs	111,472	85,103	467	85,570	25,902
Youth programs	62,233	41,323	30,612	71,935	(9,702)
Adult programs	101,285	81,853	3,499	85,352	15,933
Senior programs	12,904	23,050	4,387	27,437	(14,533)
Licensed pre-school	252,011	187,120	12,353	199,473	52,538
Summer day camp	104,148	78,715	21,353	100,068	4,080
Exercise room	26,118	2,116	—	2,116	24,002
Rentals	16,640	1,755	3,746	5,501	11,139
Special events	11,909	10,625	7,521	18,146	(6,237)
Memberships	7,493	—	—	—	7,493
Adults with disabilities	8,857	13,088	4,861	17,949	(9,092)
	1,219,326	856,483	132,926	989,409	229,917

See accompanying notes

**SCHEDULE OF REVENUE AND EXPENSES
- ONGOING PROGRAMS**

Year ended August 31

	Revenue \$	Expenses - Supplies and Other \$	Net Income (Loss) \$
2014			
Preschool fundraising	3,582	4,005	(423)
Youth fundraising	3,216	487	2,729
	6,798	4,492	2,306
2013			
Preschool fundraising	3,955	3,955	—
Queen Elizabeth Tennis	120	9,542	(9,422)
Youth fundraising	4,975	6,088	(1,113)
	9,050	19,585	(10,535)

See accompanying notes

DOUGLAS PARK COMMUNITY ASSOCIATION

Supervisor of Recreation Services

Annual Report 2013-2014

The Douglas Park Community Centre enjoyed a year of challenge and success. Highlights included restructuring of the Preschool operation and development of program rooms within the facility. Community Centre Association Board members worked diligently and cooperatively with Park Board staff to deal with operational and facility concerns which led to positive outcomes.

The CCA Board have been advocating and lobbying for capital budget upgrades with the Park Board for the past few years. Playground renovation and equipment replacement are key areas for development, as well as a facility expansion to accommodate a larger fitness centre. These were primary needs that had been identified in the needs assessment survey from 2012. This community is very fortunate to have a Board of people who give so much of their time and effort to improve the recreation options within the centre.

Our licensed Preschool went through significant changes over the past year. An operational framework has been put in place that will allow the Preschool to function and perform at the high level that the community has come to expect. School Age Care programs continue to flourish as our staff team provide an outlet for local youth to attend after school and participate in fun and exciting activities. Changing demographics have seen an increase in preschool age program participation, while childrens programs have had consistent patronage. Youth programming also had a very good year with a variety of programs drawing interest from this age group. The Wednesday Social Club, a dedicated program for our special needs patrons, has a strong following and remains important to the needs of the group. Adult programming area continues to grow in participation and interest, and with our upgraded room's additional growth potential is available. Seniors courses remains strong and draw a regular following who enjoy their activities and socialization. Our Special Events are an excellent opportunity to engage the community. They are very well attended by local patrons and families, with Halloween kid's party, Tree Lighting, Easter Eggstravaganza and Breakfast with Santa being a few of the most popular. The always popular summer Performance in the Park series offers the community an evening of bbq and outdoor entertainment. The Sharing our Wealth Community Special Event was postponed this year as staff work on a bigger and better community offering for 2015. In its place this year an Open House which highlighted our programs and offered patrons an occasion to meet with local families and enjoy the activities of the day.

The facility received some long sought after improvements as new mirrors were added to the Douglas Lounge, and licensing standards were also addressed in this room and the upper floor washrooms which will allow us to expand our licensed day camp programs. The pottery studio also received a boost with a commercial grade art sink and additional shelving now installed to provide an expansion to the current program offerings.

Special thanks to our staff team, Ingrid, Donna, Eva, Rosie, Jo, Cindy, Hai, Lucy, Mattias, Ian and Darilyn for their hard work in providing the community with excellent customer service and innovative programming that enhances their recreation experience. Also credit to Gene and Douglas who maintain a clean and attractive facility.

Finally, thanks to Joyce Saben and the Board members who are always there to support the staff and advocate for the community. We are fortunate to work with such a dedicated group of community volunteers, who bring much community knowledge, administrative expertise and professionalism to the operation. It is a pleasure to work with all of you.

Respectfully submitted by **Bob Hindley**, Community Recreation Supervisor

DOUGLAS PARK COMMUNITY ASSOCIATION

Recreation Programmer II – Adult, Seniors & Fitness

Annual Report 2013-2014

Serving the community at Douglas Park Community Centre this past year has been my pleasure. The children, youth, adults, seniors and volunteers are a joy to connect with and are inspiration for making Douglas Park a place for everyone to have great experiences at. I have also had the camaraderie of great staff and Board teams to work this past year.

The enthusiasm of the Douglas Park Community Association (DPCA) and more directly the Program Committee promoted the enhancement in the building facilities to better the Centre's program offerings. I was happy to coordinate with Vancouver Park Board trades and contractors to bring their goals to fruition. The programs have benefitted by the installation of amenities in at least three areas of the building. The old worn recumbent bike was replaced with a new LifeFitness recumbent with Wi-Fi technology for the tech savvy fitness patrons. The Fitness Committee also investigated various other equipment enhancements that will continue to be considered for the future. The Douglas Lounge benefitted from the generosity of the DPCA by having wall mirrors on the North and East walls installed for the benefit of dance and other movement classes. The new double stainless sink for our pottery and art classes allows for efficiency in cleaning with practicality and time savings and will be appreciated by instructors and students in the seasons to come.

I look forward to continuing the momentum of interest in the Fitness Centre improvements by having active participation from the Fitness Committee (newly organized this year as an offshoot to the Program Committee). New hand weights will be purchased and the goal to research and implement a new music system for this upcoming year are something I look forward to.

In addition to our tried and true adult programs that are sustained through time with the ebb and flow of seasonal registration, new programs were included, some of which have proven popular and will continue to be offered, where others are in their growing phase. The new programs offered this year include: Hawaiian Hips, Beginner Adult Ballet, BalletFit, Adult Highland Dance, Project Pottery, Registered Pottery Drop-In, Gyrokinesis, Tai Chi – 88 Posture Yang Tradition, Tai Chi for Health and Arthritis, additional Zumba classes, Cardio Cabaret, new Knitting classes, Fun Play for Babies, A to Z on Blogging, young family resource programs and various workshops.

Celebrating with community throughout various parts of the year, the special events coordination is shared between recreation programmers. This past year I was involved in the Easter Extravaganza (children's Easter Egg Hunt), Pots for Parents (Mother's/Father's Day pottery gift making), Vancouver Draw Down (city-wide family art participation celebration), Performance in the Park (summer series of eight family concerts with youth concession), Douglas Park Playground (wading pool operation with additional minor recreation activities), DPCC Open House (highlighting various program offerings in lieu of rescheduling Sharing Our Wealth under a different name to June 2015) and the Douglas Park Tree Lighting event (celebrating the beginning of the winter season). Many events continue to be popular and some events will benefit by the DPCA's new investment in additional marketing to the surrounding community.

Liaising with the 'Active Net' sub-team representatives started out with Teleconferences sharing information on the new registration system that will eventually be implemented across the network of community centres to replace our current 'Safari' registration system. I look forward to keeping our staff team and association up to date on the new developments along the way. Plans are to have the new system in place for 2015.

I would like to express my appreciation to our Douglas Park Community Association Board of Directors for their passion on enhancing the community experience with improved processes, enhancement of facilities and program offerings. I thank all the Douglas Park volunteers that give of themselves to enrich the lives of others. It has also been great to work with my colleagues to collectively serve our patrons in their enjoyment of their leisure pursuits. In the ever-changing times of Park Board operations, Douglas Park as well as I have been fortunate with the designation of new supervisors, first, Bob Hindley and now, Peter Fox. In the recent switching of 'twin' community centres from Kitsilano to Hillcrest, I look forward to new relationships and sharing of resources.

Respectfully submitted by **Darilyn Dennis**, Recreation Programmer II

DOUGLAS PARK COMMUNITY ASSOCIATION

Recreation Programmer II – Preschool, Children & Music

Annual Report 2013-2014

PROGRAMMING

Preschool Programs

The Creative Fun and Games program (Mon/Wed/Fri) continues to be one of our most popular drop-in playtime programs, staffed by Janice Brown, Samantha Craig, Rose Fabbiano and Jeremy Speier. In January 2014, the CFG staffing payroll was subject to administrative staffing classification, now payable via Parks Board Group 1 Association Employees.

Kick It Up Soccer with Ron Way continues in popularity and growth, held weekends offsite at Emily Carr Elementary School (Fall & Winter) and onsite in Douglas Park field (Spring).

A variety of new preschool programs were offered during the 2013-2014 season. New courses included: creative art classes, hip-hop dancing, summer skills camps and preschooler multi-sports. Various creative and performing art classes were expanded to accommodate different age and skill levels.

In June 2014, long time preschool music instructor Barb Duncan taught her final classes. Barb built up a dedicated following in the community and we wish her the best.

Popular seasonal preschool camp programs continue with: VAFC soccer, art & science, creative arts, and mixed media.

Children Programs

Creative arts is a rebuilding programming area with the addition of Sarah Hayes. Performing arts is slowly growing with niche programming such as hip hop, creative dance, ballet & tap, and drama.

Popular seasonal children camp programs continue with: summer street hockey, skateboarding lessons and drop-in, tennis lessons, RBL basketball, Bricks4Kids Lego building and junior robotics.

Birthday Party packages hosted in the Douglas Lounge were not in high demand. Community and parent feedback requested more Gymnasium Party packages for active play space. The birthday party packages have switched over to offer Gymnasium space commencing September 2014.

Music Programs – Piano

Private piano lessons continue to be extremely popular, well attended and growing. The private piano lessons are at 95% enrolment capacity for Fall, Winter and Spring. The 2nd annual Spring Music Recital in June, hosted by our piano instructor with 37 performances. Thank-you to piano instructors Emily Lee, Taylor Hett and Kelly Kim for their commitment to the music program.

SPECIAL EVENTS

Halloween Kids Party (0-8 yrs) – Saturday October 26, 2013

The annual event was very popular and well attended with 46 registered participants. The event featured themed activity stations, interactive games, arts and crafts. Onstage sing-a-long entertainment by childrens performing artist, Jennifer Hershman.

Breakfast with Santa (family event) – Saturday December 7, 2013

The festive event continues to be very popular and well attended with 125 registered participants. The event featured onstage performance by youth (directed by Rebecca Salters) and a visit by Santa Claus and Mrs. Clause. (Steve McMinn and Margaret Bayliss)

Children's Flea Markets (family event) – Sunday December 8, 2013 and Sunday April 6, 2014

Both event were well attended by the public (free admission) and each had all 39 tables sellout.

BC Family Day (family event) – Monday February 10, 2014

The DPCA received a one-time \$1000 grant fund via BCRPA to kickstart Family Day events. The 2014 event featured themed family playtime gym, arts/craft activity stations, and lobby sing-a-long entertainment by childrens performing artist, Jennifer Hershman.

DPPC Volunteer Appreciation Dinner (family event) – Thursday May 29, 2014

The annual volunteer recognition event was hosted in the Auditorium/Gymnasium. 85 volunteers and guests attended, with Mediterranean food catering provided by Yek-O-Yek (Main St. Vancouver). Event onstage entertainment by guitar performing artists Jeff Tacak and Frank Tacak.

Sharing Our Wealth Community Festival

With regrets, the community festival event intended for Sunday September 21, 2014 has been rescheduled for a future date in June 2015. The upcoming June 2015 event will be rebranded and relaunched as *Douglas Park Community Day: Sharing our Wealth 2015*. The new event will be more focussed on featuring the programs, activities and services of the community centre.

Open House - Saturday September 6, 2014

A feature event to celebrate the new Fall Season and promote a our new programs, activities, class demonstrations and services. Thanks to the association members, community, volunteers, youth, Preschool staff and centre staff for contributing to the successful event.

ADMINISTRATIVE

Program Committee

The Program Committee amalgamated into a larger working group merging the following committees: Youth Advisory, Seniors, Fitness, and Licensed Preschool. The committee worked together to plan, coordinate, and implement programming initiatives and recommendations collectively. The Program Committee reviewed programming net revenue analysis and reports, updated Terms of Reference and ongoing DPCA Contractor Letter of Agreement.

Advertising (Recreation Guide)

Will Vrabel, Willwork Designs provided desktop publishing and centre recreation guide publications (Fall 2013, Winter 2014 and Spring 2014). The brochure print production and distribution continues with WebExpress and direct delivery via Canada Post.

In Spring 2014, Lena Ko, Design Ko Creative Services was selected as the successful candidate, publishing the next 6 brochure publications, commencing Fall 2014 thru Spring/Summer 2016. The guide has also expanded with increased pages, better paper quality and full-colour.

The Program Committee would like to thank Will Vrabel for his years of service working with the recreation guide and staff.

Advertising (Social Media)

Douglas Park Community Centre Facebook and Twitter accounts were created in late-August 2013.

YoYoMama is an e-marketing network used to promote seasonal events. YoYoMama has a target demographic of mums, young families, and kid friendly event audience. The following feature events promoted were: Easter Eggstravaganza (April), Summer Playground/Performance in the Park (July and August) and Open House Event (late-August). We look forward to continue using YoYoMama for future promotional and marketing initiatives.

Advertising (other)

We have worked collaboratively with the Marketing Committee in Spring 2014 to upgrade promotions and marketing initiatives, notably to utilize more efficient and direct promotions. Direct delivery mailouts using 4x6 postcard size full colour promotion materials were used to advertise Performance in the Park, Waterpark and Open House events. Promotional flyers were sent to nearby elementary schools, and onsite distribution.

Committee Involvement (other)

Highlights working with the Program Committee include:

- Profit and Loss Safari Revenue Reports – seasonal review of programs, financial net revenue and data analysis
- Program Committee Terms of Reference – updated

Highlights working with the Finance Sub-Committee

- GL Account breakdown – reallocating major programming GL Accounts to better track revenue and expenses into program sub-categories. Re-categorizing Advertising GL Account into accurate categories consisting of: Brochure, Desktop Publisher, Marketing, RALLY, Youth, Music, Pottery, Aerobics and Special Events.

Highlights working with the Marketing Sub-Committee

- Redesign of Recreation Guide with full colour pages and inside layout.
- Direct Delivery (Canada Post) distribution – analysis of current postal distribution boundaries and reorganizing direct delivery to target out of boundary neighbourhoods and high density (condo/apartments) areas. The revamped distribution has been beneficial with sending out promotional materials, event postcards and Fall 2014 Recreation Guide.
- YoYoMama e-marketing initiatives and partnership.

Community Network/Partnerships

Little Mountain Neighbourhood House – Lift Off with 1-2-3 Jump!

Scheduled in partnership a series of free preschool physical activity programs in Winter 2014.

Vancouver Talmud Torah – Gymnasium rental (Sept 2014-June 2015)

Vancouver Talmud Torah Jewish community day school is undergoing facility renovations and will be renting the gymnasium on Mondays for the school calendar year. Net revenue loss from previous scheduled programs will be offset with the rental revenue terms negotiated. We look forward to hosting the Talmud Torah school children and providing activity space.

My goals for 2014-2015 include: continue to expand programming area, more efficient room/space utilization, compliment new advertising initiatives, website functionality, increase social medial promotional integration, and budge/fiscal analysis. In addition, I look forward to working collaboratively with the staff team at Hillcrest Community Centre.

Thank you to the Douglas Park Community Association, Bob Hindley - Acting Community Recreation Supervisor and Peter Fox – Community Recreation Supervisor for their support throughout the year. A special thank-you to all the Douglas Park Youth Council, youth and adult volunteers for supporting all the various seasonal events.

Respectfully submitted by **Ian Su**, Recreation Programmer II

DOUGLAS PARK COMMUNITY ASSOCIATION

Community Youth Worker

Annual Report 2013-2014

Youth Programs

Youth programs and enrolment were very consistent. Popular registered programs continue to be afterschool activities, Skateboarding and Card Games Club. New 2013-2014 programs added were: Let's Put On a Show! (performing arts), Baker's Dozen (cooking) and Pre-Teen/Teen Leadership (summer daycamp program)

R.A.L.L.Y. (Recreation, Arts, Learning, Leadership, & Youth)

In 2013-2014, the RALLY program was staffed with youth leaders: Stephanie Trudell, Himme Nguyen and Imtiaz Asin. The afterschool leadership program was extremely popular and had 15 registered participants in its peak Fall 2013 season. The program incorporated weekly themes, objectives, goal-setting and critical thinking. Program recommendations for the next year include expanding the age range to accommodate for 9-12yr olds.

Douglas Park Youth Council

The Youth Council and youth volunteers have been active with a variety of initiatives and contributions throughout the community centre and neighbourhood schools. The Council helped with special events, fundraise and support community service hours for secondary school graduation. The Youth Council Executive meets bi-weekly on Wednesdays. The Youth Council youth group meets on alternating weeks. The Youth Council consists of an annual elected Executive and supervised by the Community Youth Worker

2013-2014 Youth Council Executive (May 2013-April 2014)

President - Louisa Luo
Vice-President – Tiffany Li
Secretary – Vanessa Yu
Treasurer – Silas Tsui
Social Coordinator – Hikari Rachmat
Project Coordinator – Christy So

2014-2015 Youth Council Executive (May 2014-April 2015)

President - Christy So
Vice- President - Jocelyn Cheung
Secretary/Treasurer - Erika Tun
Social Coordinator - Charlie Long
Project Coordinator - shared responsibilities with entire council

Youth Benefit Concert – Pineapple Express – Saturday May 24, 2014

The annual fundraising event that allows the youth council to plan, organize and execute their own special event. The Council was tasked to schedule entertainment, marketing, promotions, sponsorship, and prize donations. The concert fundraised \$120 via admission donations, silent auction, and concession sales. Thank-you to all the youth, performers and entertainers for putting on a great event.

City Wide Youth Council (CWYC)

Christy So (DP Youth Council President) and Jocelyn Cheung (DP Youth Council Vice-President) volunteered to be the Douglas Park Youth Representative. This new citywide initiative was created in March 2014 to engage a larger youth roundtable and mentored by Parks Board city youth workers. The CWYC is currently working on workshops, youth activities and upcoming Youth Week 2015.

Youth Café Saturdays

Sabrina So and youth volunteers operated the Youth Café on Saturdays from Sept 2013 to June 2014. The café fundraised \$2802.90

Youth Café Soccer Wrap Up Party fundraiser

The Youth Café supports the Vancouver Athletic Football Club (VAFC) annual wrap up day soccer luncheon on Saturday March 8, 2014. 719 hot dog lunches were served, fundraising \$3595.

Vancouver Foundation Grant

The Vancouver Foundation Grant totalled \$9520 to support the Standout Leadership Program. Hikari Rachmat and Louisa Luo received an honorarium of \$480 each (via grant funding) as student-facilitators to mentor high school youth.

Douglas Park Community Centre Student Bursary Post-Secondary Award 2014

Louisa Luo was the successful DPCC Student Bursary Post-Secondary Award 2014 recipient for \$500 toward post-secondary education and has been volunteering at Douglas Park for several years on both Youth Committee and Youth Council. Louisa has just completed her 2013-2014 term as Youth Council President. She has completed all three levels of the Duke of Edinburgh Program and she organized the May 2014 Youth Benefit Concert. Her post-secondary intent is attending SFU. We wish Louisa all the best.

Standout Leadership – Outdoor Leadership – Duke of Edinburgh

Stephanie Subject, Kasia Prystupa and Sarah Wong (Fall 2013) staffed the Standout Leadership (Core, and Advanced) programs on Sundays. The Standout Leadership programs are a great introduction for Grade 8-11 students to develop their leadership potential and build on their credentials required for the Duke of Edinburgh qualifications. The Standout Leadership program is partially funded by the Vancouver Foundation Grant. The leadership program had 30 total registrants.

The Douglas Park Community Centre continues to be a strong supporter of the Duke of Edinburgh Award program. Numerous youth advance through the 3 levels (Bronze, Silver and Gold) within the Standout Leadership programs and initiatives.

The following outdoor leadership/Duke of Edinburgh trips were scheduled in 2013-2014, staffed by Stephanie Subject and Kasia Prystupa.

Spring Break Youth Retreat Camping – Bronze Trip - Duke of Edinburgh
Stave Lake BC Hydro Lodge, Mission BC - March 21, 2014 to March 25, 2014
7 registered youth participants and 2 staff

Outdoor Leadership Camping - Bronze Trip - Duke of Edinburgh
Alice Lake Provincial Park, Squamish BC - May 17, 2014 to May 19, 2014
9 registered youth participants and 2 staff

Outdoor Leadership Camping - Silver Trip - Duke of Edinburgh
Cultus Lake Provincial Park, Chilliwack BC - June 27, 2014 to July 1, 2014
8 registered youth participants and 2 staff

Outdoor Leadership Camping Trip Gold Trip - Duke of Edinburgh
Ruckle Provincial Park, Salt Spring Island - August 24, 2014 to August 29, 2014
7 registered youth participants and 2 staff

I would like to sincerely thank Stephanie and Kasia for their hard work and dedication to the youth in support of their leadership goals and aspirations.

Pre-Teen / Teen Leadership (Summer Daycamp Program)

The summer leadership program was revamped to target pre-teens, aged 10 to 14 with a daycamp starting from 12pm to 6:00pm. The program focus was to empower the participants to self-develop the program and encourage independence. The program focused on a different core theme each week. The program was staffed with a summer grant student, funded by Canada Summer Job. \$4039 was received for student wage contribution. Jeneva Beairsto staffed the program from late-June to August. The summer program did not have strong attendance, but we look forward to offering it again in 2015 and build on the initiative.

Respectively submitted by **Ian Su**, Recreation Programmer II
(on behalf of **Starla Bayley**, Community Youth Worker)

DOUGLAS PARK COMMUNITY ASSOCIATION

School Age Care

Annual Report 2013-2014

It is with pleasure to be able to report yet another successful year in the Douglas Park School Age Care Programs. We had some staff turnover with a core team remaining for another year. The new additions to the staff team were a great asset in continuing to provide the high quality care that Douglas Park so proudly offers each year with full enrollment of all programs.

The School Age Care Staff Team was made up by Jesseca Harrison and Homa Afshar Mostofee in the Kindercare program, Heidi Ziegler and Lisa Murphy for the start of the year and Lauren Blair ending the year in the Cavell 6-8's program, Lindsay Meissner and Cassie Walde making up the team for Carr 6-8's and Payvand Pejvack, Duncan Smith and Laura Jeffries joining the team as a Support worker in the 9-12 program.

The School Age Care Staff continued to provide our already thriving programs with fresh ideas and quality care. All programs had full registration with extensive waitlists for the Gr. 1-3 age group.

Once again, due to the way the holidays fell over Christmas, we opted to only run Winter Break Camp for the second week (4 days) of the break. The children went on fun trips to Jungle Jacs, Winter Wonderland skating at Minoru Arena and see Seussical the Musical at the Carousel Theatre at Granville Island.

The two week Spring Break camp had full registration and the children went on some great field trip adventures for their break. Tobogganing at Seymour, Jungle Jacs Indoor Play centre, Maplewood Farms, Indoor Beach (6 Pack Volleyball), Reifle Bird Sanctuary, Zone Bowling and Van Dusen Garden (maze and scavenger hunt).

The school year ended with a few random teacher strike days and then the final 2 weeks of school, the children were out due to the teachers strike. We were able to accommodate our internal families with strike coverage and had positive feedback from all families. On very short notice we were able to organize strike day care field trip and sent the children on some outings to break up their day.

We look forward to continued excellence from our Child Care Team.

Respectfully submitted by **Rosie Laforges**, Licensed Child Care Coordinator

DOUGLAS PARK COMMUNITY ASSOCIATION

Licensed Preschool

Annual Report 2013-2014

Thank you to our Preschool teachers for contributing to another successful year.

We had a big change over in the staff team from the previous year. Welcome to Sheena McCarthy who joined Sara Solomon in the Orca Room. Tara Hutchinson continued as the Head Teacher of the preschool and was joined in the Unicorn Room by Jessica Wheeler and Naho Omura as the Floater Teacher/Support Worker.

The changes we had made in the program continued to be successful and to meet the needs of the community. We saw strong enrollment in our 5 day per week 4 year program and also the 3/4 Split class. Our afternoon 3 year old program continued to struggle with registration for the 3rd year in a row. Many 3 year olds nap in the afternoon so families were looking for morning class spaces.

The staff team continued to offer a Semi-Emergent curriculum with explorations in the of sea life, farm animals, community workers and other exciting units to inspire their learning. With these interests, classes were able to go on exciting field trips to the Aquarium, Maplewood Farms, Richmond Country Farms Pumpkin Patch, the Fire Hall and Centennial Beach. Our Unicorn 4pm class went on a special trip by public transit to the Richmond Olympic Oval for an opportunity to watch a professional gymnastic competition and then they were able to test out their own tumbling and climbing skills on the uneven bars and big mats.

Along with these exciting explorations we had some wonderful events such as the Winter Celebration with all the children, their families, and Tony Prophet as the entertainer. Our Year End Park Day Pot Luck was a huge success with the brave staff getting dunked in the dunk tank by the children. We provided 2 very large bouncy castles, (and new this year, a dunk tank), in addition to the stations of relays, free play and face painting. It was a huge success and the feedback from parents was very positive and appreciative.

Our Fundraisers this year were Purdy's Chocolates and Scholastic Books which added to our preschool library and helped with our entertainer for our Winter Celebration and the extra bouncy castles for our Park Day.

Thanks again to the Preschool Teachers and our Preschool Families for a great year. We look forward to an upcoming new year filled with new ideas, adventures and experiences.

Respectfully submitted by **Rosie Laforges**, Licensed Child Care Coordinator

DOUGLAS PARK COMMUNITY ASSOCIATION

Licensed Summer Daycamps

Annual Report 2013-2014

Summer Spectacular Daycamp

The summer program was once again loaded with many children and exciting adventures as far out as The Castle Fun Park in Chilliwack, Britannia Mine Museum on the Sea to Sky Hwy, a ferry to Bowen Island, Capilano Suspension Bridge, Grouse Mountain, and many waterparks. We brought in some terrific programs on our centre days for the children to experience. They were able to create with Lego (Bricks4Kids), climb on the portable rockwall with The Edge Climbing, learn how to do magic with Abracadabra Magic and some other interesting programs.

Once again this year our HRSDC summer grant was scaled back to only receiving funding for one grant student. The programs were incredible and the theme days were well thought out, much of it due to the staff working so hard to ensure that the children were having a great time. As far out as our field trips took us we also really utilized the great resources we have around our neighborhood. We had full enrolment for most weeks and age groups. Thank you to each of them, new and old..... Good work everyone!

Thank you to all the great staff for their hard work and another great year. I look forward to continued success for our next year.

Licensed Preschool Summer Adventures Daycamp

We finally have the Douglas Lounge licensed in order to be able offer a Licensed Preschool Daycamp. Having the Preschool Daycamp licensed made it easier to comply with guidelines set out by the Parks Board. Families are now able to apply for daycamp subsidy and it allows the Preschool Daycamp teachers to utilize resources such as Centre for Ability, which we were unable to do in the unlicensed Daycamp.

Although Daycamp enrollment was a little lower this year especially in the afternoon session for some weeks, the campers had fun with some exciting themes such as Master Jr. Chefs, Pirates and Princesses, Extreme Science and other interesting themes to explore.

Thank you to the teachers for their hard work.

Respectfully submitted by **Rosie Laforges**, Licensed Child Care Coordinator

DOUGLAS PARK COMMUNITY ASSOCIATION

Senior's Programs

Annual Report 2013-2014

The Young at Heart, seniors program had another wonderful year. 2013 ended with the annual Christmas Luncheon, followed by the Christmas concert presented by The Health Art Society "The Lady Larks". Once again, HAVE Culinary Training Society catered the food for 35 people at low cost. Everyone enjoyed this seasonal special event.

The seniors sympathized each other when they saw their friends go. In 2014, we lost our great story teller, Pauline Wenn, She contributed to the seniors program in many ways, and one of them was Storytelling, Her rich folk stories from all over the world were enjoyed by all the members. We lost also, Mary Leblanc. They were long time friends of Douglas Park and they will be missed. Some members moved to a senior's private home, but they still like to come to the centre. They said this is their home.

The on-going free programs were well attended. The Bridge Club had around 12 members, the Scrabble Club 4 to 8 members, and The Gentle Movement to Music Program more than 12 members. The seniors look forward to these free programs. The Social Afternoon with guest speakers continued to attract 15 to 25 members each Tuesday. The members enjoyed a variety of topics included: Jazz music history, health talks on diabetes, stress management, cancer prevention, and medication awareness. Other activities like: bingo, painting, sing-along, and storytelling, were their favourites.

Special events were interactive and entertaining for the seniors. These included: Fall-Fest fundraiser with live music. The members participated enthusiastically at this event, High Tea for Mother's Day with live music, outdoors tea with live music (Hat day), and the Seniors Wellness Event, with a special guest and key note Dr. Davidicus Wong. All these events were well attended. Also, the seniors had a community service income tax clinic. Successful bus trips including: Christmas Lights Tour, Westminster Abby, High Way to Heaven- visiting temples and monasteries, Sunshine Coast, Steveston, Salt spring Island, and the annual trip to Harrison Hot Springs. The Association's van was used for most of the trips. Enjoy Tour and Travel Company gave tours. The Tuesday senior's dinners continued to have 16 to 20 members. During the winter season the attendance was low due the weather. Chown Adult Day Centre continued catering the hot meals for the seniors.

The seniors committee had a low turnout. However, their contribution and input do help the program. The seniors program was fortunate to have great volunteers: Violet, Claire, Lena, Rajinder, and Robert. Without their help, it would have been impossible to run the program. Hai Ngo 's assistance in the program was very valuable. The seniors were thankful for her support and for her delicious homemade soup.

Douglas Park Community Centre continued to be represented within several committees including the Vancouver Cross Cultural Seniors.

The senior's program would like to thank the Board of Directors of the Douglas Park Community Association for their ongoing support.

Respectfully submitted by **Luz Ichikawa**, Seniors Worker

DOUGLAS PARK COMMUNITY ASSOCIATION

Program Committee

Annual Report 2013-2014

Thanks to the efforts of the key programmers, Darilyn and Ian, and the rest of the wonderful staff and instructors, the programs run at Douglas Park this year were a big success.

This year saw focused investments in a few key areas.

1. Improvements to facilities to support existing programs
2. Investments in new marketing and awareness materials and channels
3. Addition of strategic new programs

Improvements to the facilities include: mirrors added to the Douglas Lounge to support dance classes within the space, (with portable ballet bars soon to be added as well), new larger pottery sink added to the pottery room, and room makeover to the Preschool classrooms.

New investment in marketing and awareness led to a newly redesigned program guide, amendment of the distribution area coverage for the program guide and investment in new forms of marketing and awareness through e-marketing and direct delivery postcard formats.

The program committee recognized that Douglas Park Community Centre needed to have some signature programs that differentiate it from neighbouring community centres. In support of that we made investments into the Pottery Studio and this summer introduced a drop-in program. This will receive additional marketing investment and awareness in the coming months to fully launch the program to the community.

Our special events continue to do well. Halloween Kids Party, Easter Eggstravaganza, and Breakfast with Santa sold out. Popular as well, are our Children's Flea Market and Performance in the Park summer concert events. We decided to move and revamp the annual Sharing Our Wealth festival, which traditionally was held in September, to June 2015. In it's place we ran an Open House event that provided members of the community the opportunity to see what the centre has to offer. We are looking for volunteers to support the June 2015 Douglas Park Community Day event.

Respectfully submitted by **Saskia Battersby**, Program Committee Chairperson

DOUGLAS PARK COMMUNITY ASSOCIATION

Queen Elizabeth Tennis Club

Annual Report 2013-2014

The Queen Elizabeth Tennis Club which was founded in 1976 is an affiliate of Douglas Park Community Association. This is a multicultural club with tennis expertise ranging from beginner to advanced.

2014 was a very successful year for the Queen Elizabeth Tennis Club as the weather was sunny and warm with very few rain outs. Our main challenge is that wait times for our members to play is quite often 30 to 45 minutes. This problem would be alleviated if we could add one court to our permit giving us eight courts instead of our current seven.

Many of our players stepped up to help the club in its activities. As well as having the use of a ball machine & someone to organize it, one of our other members conducted a few coaching sessions.

QE Tennis held four doubles tournaments of various formats which were fun and well played.

Our five socials took place at Douglas Park Community Centre. They were all well attended and we received very positive feedback. Our first social was a "meet and greet" event. In July one of our members brought his band & in August another brought his DJ equipment to supply tunes. Our final social of the season was our year end meeting, with Executive reports and elections.

We are looking forward to an indoor winter tennis social in February and the start of a new outdoor season in May.

Joe Barlow, President QE Tennis Club