**CANADIAN MENTAL HEALTH ASSOCIATION – KINGS COUNTY BRANCH**

**ANNUAL GENERAL MEETING, JUNE 26, 2017**

**TREASURER’S REPORT**

On behalf of the Board of Directors for the Society of Canadian Mental Health Association – Kings County Branch, I am pleased to present the financial report for the year ended March 31, 2017 as prepared by our auditor, Morse Brewster Lake Chartered Accounts.

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations. As Treasurer of the Board, I present a summary of all accounts to the Board of Directors for review at the regular monthly meetings. My report includes periodic verification of office procedures as they relate to approvals and authorization of payments, both manually and electronically. With the assistance of the Executive Director, internal controls are maintained to ensure due diligence is being exercised to help protect against mismanagement of funds of the Society.

Since last year end, the organization underwent a significant restructure as a result of changes to the provincial funding for employment services. CMHA now partners with Community Inc, in cooperation with Valley African NS Development Association, to deliver employment programs and services out of the Nova Scotia Works centre on Webster Street in Kentville. You will hear more about this in the Executive Director’s report, but the bottom line is the reform has had a substantial impact on our funding stability. While the Project Hope and At Work contracts provide employment for 6 full time and 2 part-time staff, and serve the needs of our clients well – for which we are very thankful - the availability of operating funds for management, office space and related expenses are minimal. This will continue to be a challenge for the organization until sustainable funding is secured.

A new undertaking for CMHA Kings for the current fiscal year is a commitment to secure affordable housing. A great deal of time and effort has gone into finding the right solution using the resources and funding available. We are currently working with Affordable Housing NS and 3 Keys Developments to build 2 new duplexes and continuing our search for additional funding to construct a multi-unit building. Affordable housing has been identified as a huge need in Kings County and we are proud to be part of the solution. If managed properly, and given time, rental properties will not only meet the needs of our clients, but could provide CMHA with some extra cash flow.

Turning to the financial statements, I will briefly review them and if you have any questions, I will do my best to answer them or commit to providing the answer at a later date.

1. Statement of Financial Position (or Balance Sheet) on page 2 is a summary of all operations. Under Assets, the land and building represent the value of our Haelen House property. The equipment would consist of office computers, etc., with the increase over 2016 being a new photo copier. Under Liabilities, the forgivable LTD is also related to Haelen House and is described in more detail in Note 3 on page 11.
2. The Statement of Operations for program accounts found on pages 3-7 are generally self-explanatory. The deficiencies are typically caused by timing or outstanding items from one year end to another. Employment Outreach experienced holdbacks from the province during the transition to the NS Works centre and has since been balanced. Haelen House, on the other hand, had some unexpected repairs and experienced a few challenges with slow receipt of rentals which will hopefully be resolved quickly.

The Statement of Operations for the Board represents general activity not related to programs. The majority of donations received were made in memory of loved ones and fundraising income was from the Road to Recovery event held in May and a “Kitchen Party” hosted in March by Brianna’s Café & Preserves. Kudos to Tammy Matthews, owner of Brianna’s, for her community spirit and dedication to our causes.

You will also note an expense for the Calkin building appraisal. This came about when we were considering a gift of a building in Kentville. Unfortunately our plans to make use of the property fell through and without capital to cover operating costs through the winter months, we turned it down.

The only other item of note might be “Wages” which represents an hourly wage top-up for the summer student.

Are there any questions from the floor?

That concludes my report. In closing, I would like to thank the staff at CMHA Kings for their efforts and cooperation in handling finances in a responsible manner, as well as their support in finding answers to my many questions.

Marilyn Hebb, Treasurer (2016-2017)

MOTIONS

1. I move that the 2017 financial statements prepared by Morse Brewster Lake Chartered Accountants be accepted as presented.
2. I move that the Board of Directors be tasked with appointing an auditor for 2017-2018.