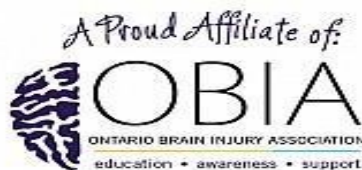




## 2019 Annual General Meeting

## 2018 Annual Report



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## **Annual General Meeting Agenda**

April 23, 2019 5:30 Hungarian Cultural Centre

1. Welcome and Introductions – Anna Jurak, Executive Director
2. Call to Order and Approval of Agenda – Andrea Thielk, President
3. Declaration of Quorum
4. President’s Remarks
5. Guest Speaker – Betty Penny – A Brain Injury; The Impact on a Professional Life
6. Approval of Minutes of the 2018 Annual General Meeting.
7. Presentation of Annual Financial Report and Appointment of Financial Reviewers –  
Nav Nagra, Treasurer
8. Approval of the Acts and Deeds of Officers and Directors for 2018
9. Presentation and Election of the 2019-2020 Slate of Directors
10. Presentation to Retiring Directors
11. New Business
12. Adjournment

## ANNUAL GENERAL MEETING MINUTES 2018

April 24, 2018 Hungarian Cultural Centre 5:30

Board Members Present: Andrea Thielk, Anne McLachlan, Kathy Worotny, Kathryn Edmunds, Kari Viglasky, Leann Sassine, Marissa Stein, Jeannette Ware-Mikhael, Anna Jurak, Executive Director

Regrets: Sarah Morris, Heather Courtney

Guests and Members: 17 guests and members (26 total in attendance as per sign-in sheet)

1. Welcome and Introductions – Anna Jurak welcomed everyone to BIAWE’s Annual General Meeting.
2. Call to Order at 6:15 and Approval of Agenda – Andrea Thielk, President
3. President’s Report – presented by Anne McLachlan
4. Guest Speaker – The GOALS program, presented by Amanda Lafrance
5. Minutes of the Annual General Meeting of BIAWE for 2017.

**MOTION:** That the minutes of the BIAWE Annual General Meeting of 2017 be approved as presented. Moved by Simarjeet Sahota, seconded by Jeannette Ware-Mikhael: CARRIED.

6. Treasurer’s Report presented by Nav Nagra

**MOTION:** That the audited financial statements for the year ending December 31, 2017 for BIAWE be accepted as presented. Moved by Kathy Worotny, seconded by Janet Fleming: CARRIED.

7. Appointment of Accountants for Notice to Reader.

**MOTION:** That the firm of Grant Thornton LLP be appointed as BIAWE’s accountants for the fiscal year January 1, 2018 to December 31, 2018. Moved by Nav Nagra, seconded by Wayne Roszl : CARRIED.

8. Approval of acts and deeds of BIAWE’s Officers and Directors for 2017.

**MOTION:** That the acts and deeds taken by the Officers and Directors on behalf of the Corporation for the fiscal year January 1, 2017 to December 31, 2017 be approved. Moved by Leanne Sassine, seconded by Brian Watling: CARRIED

9. Resignation of retiring Board Members.

**MOTION:** That the Board of Directors accept the resignation of Anne McLachlan, Jeannette Ware-Mikhael and Kathryn Edmunds from the 2017-2018 Board of Directors.

10. Presentation of the Slate of Directors for 2018 (after resignations). The By-Laws allows 15 directors to manage the corporation. Vacant seats may be filled as elected and approved at the next AGM. \* Newly Elected

Andrea Thielk – President  
Vacant- Vice-President  
Vacant – Treasurer  
Nav Nagra –Treasurer  
Kari Viglasky – Directory  
Heather Courtney- Director Sarah Morris – Director  
Joanne King – Director \*  
Kathy Worotny – Director  
Leann Sassine – Director \*  
Marissa Stein – Director \*

**MOTION:** To approve the presented slate of directors for 2018. Moved by Marissa Stein, seconded by Anne McLachlan: CARRIED.

11. Adjournment - 6:55



## Andrea Thiel, President's Report:

It's been a whirlwind of excitement as this year's president of BIAWE. With BIAWE's Mission of **AWARENESS, EDUCATION AND SUPPORT**, we added new programs to BIAWE's portfolio of events, programs and services.

**AWARENESS:** New this year, BIAWE raised awareness in the community through the following exciting events:

**NEW** Unmasking Brain Injury - Survivors painted and unveiled masks at the **Art Gallery of Windsor**, part of an Ontario-wide initiative of **OBIA**. We received a generous grant from **Rotary Club of Windsor (1918)** to cover the costs of this project. These masks which visually show the feelings of survivors are displayed all over the city and county, and videos were produced promoting the event.

**NEW** Medical Scripts and Information Packages -These prescription pads and information packages were sent to health care professionals to refer people with ABI to our programs and services.

**Executive Director, Anna Jurak**, continued the BIAWE awareness through undertaking the following activities:

"Step Ahead" Newsletter published by **Anna Jurak** quarterly and distributed by email to all OBIA/BIAWE Members and community organizations.

Regular meetings were held with community organizations to discuss collaboration.

Outreach activities were held at the **Multicultural Council, St. Clair College, Hotel Dieu Grace Hospital, St. Joseph's High School, TRIOS Training School, and Alzheimer's Society.**

The Butterfly Monument Ceremony – was presented on June 1, 2018.

Calls for information- more calls for referrals and services were processed due to increased awareness.

**EDUCATION:** New this year, BIAWE added another education program to its roster of events:

**NEW** Brain Information and Concussion/Injury Prevention Program to middle school and high school students – presented to Corpus Christi and Brennan High School Athletic Academy – developing program to present to all high schools. Thank you, **Anna Jurak**, for your excellent work on promotion and presentation of this very important program.

**GOALS:** Peer Success Group – New coordinator- **Danielle Bridges** with facilitators **Renee Cantarutti** and **Robyn Craig** increased number of sessions from 6 to 8 per year and more in the county.

Education Series –*Managing Your Emotions* by **Jenny-Lee Almeida**, *Strategies for Memory Problems* by **Shirley Lee**, and *The Power of Positive Thinking* by **Michelle Weglarz** were presented.





The BIAWE Team continued its excellent educational programs with the following:

Helmets for Kids – 157 children were fitted and supplied with helmets in Windsor and Leamington through community agencies. Children were instructed in the 2V1 method of fitting. Helmets were supplied by an anonymous donor and a \$1,000 grant from the **Bicycling Committee of the City of Windsor**. Thank you, **Leann Sassine**, for your work for community kids in need.

Use Your Head Concussion Workshop held at **Atlas Tube** on November 6, 2018 – *Theme: Are You Ready for Rowan's Law?*



**SUPPORT:** New this year, BIAWE added the following new services to support the BIAWE community:

**NEW** Directory of Services – online directory allows business and services to provide specific information about their business as it relates to survivors and families.

**NEW** Youth Support Group - **Renee Cantarutti** facilitating.

The BIAWE Team continued the following services:

Peer Support Program – **Anna Jurak** was trained by OBIA and is the Peer Support Coordinator.

Social Group – two volunteer organizers, **Christina Basily** and **Alesia Montemuri** organize social events of ceramics, painting, summer picnic, holiday dinner and monthly meetings at Hospice. Hospice underwent renovations and we were fortunate to use the Beyond Disabilities Room at **Hotel Dieu Grace Healthcare** for those two months.

You Are Not Alone and Caregiver Support Groups – Sessions are held monthly, include parents of children with ABI and are facilitated by **Sara Deluca Guarnaccia**

Volunteer Coordinator – new coordinator - **Melanie Lopo** has joined the Team.

With fundraising initiatives central to continuation of BIAWE's Mission of **AWARENESS, EDUCATION AND SUPPORT**, we are pleased to announce the following events were held:

**NEW - Caboto Club Charity Pasta Dinners**

**Sports and Sparkles Gala**– in collaboration with Charity Chix and Sandwich Teen Action Group

**Golf Tournament** – 144 players

**Donations** – we especially thank our generous donors.

All of this would not be possible but for our partners in the community, and I would like to thank the following organizations that we partnered and collaborated with: the **Ontario Brain Injury Association**, **Chrysalis Day Club** (part of **Assisted Living Southwestern Ontario**), **Beyond Disabilities Network**, the **Multicultural Council of Windsor and Essex County**, the **Canadian Mental Health Association of Windsor-Essex**, **The United Way/Centraide Windsor-Essex County**, **Windsor Regional Hospital**, **Hotel Dieu Healthcare**, **Windsor-Essex Public Health Unit**, the **University of Windsor**.



<b>STATEMENT OF OPERATIONS AND CHANGES IN NET ASSETS</b> (Unaudited - See Notice to Reader)			<b>STATEMENT OF FINANCIAL POSITION</b> (Unaudited - See Notice to Reader)		
Year ended December 31, 2018			December 31, 2018		
	2018	2017		2018	2017
<b>REVENUES</b>			<b>ASSETS</b>		
<b>CURRENT ASSETS</b>			<b>CURRENT ASSETS</b>		
Donations	\$36,441	\$14,250	Cash	\$54,032	\$33,038
Fundraising	45,624	40,162	Short-term investments	35,000	40,846
Grant and social enterprise	23,040	20,498	Accounts receivable	5,724	5,674
Ontario Brain Injury Association grant	10,305	13,447	Prepaid expenses	1,500	1,500
Other revenue	497	499		<u>\$96,256</u>	<u>\$81,058</u>
	<u>\$115,907</u>	<u>\$88,856</u>	<b>LIABILITIES</b>		
<b>EXPENSES</b>			<b>CURRENT LIABILITIES</b>		
Board	1,301	1,248	Accounts payable and accrued liabilities	\$1,265	\$1,301
Fundraising	19,677	16,333		<u>94,631</u>	<u>79,757</u>
Insurance	1,387	1,334	<b>NET ASSETS</b>		
Office Supplies	2,379	2,624		<u>\$96,256</u>	<u>\$81,058</u>
Outreach/Education	13,020	10,175			
Professional Fees	1,952	2,925			
Program - Helmets	698	4,972			
Program - Support Groups	12,200	11,375			
Subcontract	47,368	37,037			
Telephone	1,051	949			
	<u>\$101,033</u>	<u>\$88,962</u>			
<b>REVENUES OVER EXPENSES</b>	14,874	(106)			
<b>NET ASSETS, BEGINNING OF YEAR</b>	79,757	79,863			
<b>NET ASSETS, END OF YEAR</b>	<u>\$94,631</u>	<u>\$79,757</u>			

On the basis of information provided by the organization, we have compiled the statement of financial position of Brain Injury Association of Windsor and Essex County as at December 31, 2018 and the statement of operations and changes in net assets and changes in net assets for the year then ended.

We have not performed an audit or a review engagement in respect of these financial statements and, accordingly we do express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

April 12, 2019

Grant Thornton LLP, Chartered Professional Accountants, Licensed Public Accountants.