

# THOMPSON COMMUNITY ASSOCIATION

2014 ANNUAL GENERAL MEETING  
JANUARY 28, 2014 AT 7 P.M.



## MISSION STATEMENT

Thompson Community Association is an active supporter of the community by providing social and recreational programs, events and healthy living opportunities to enhance the quality of life and promote active living for all.



### AGENDA

MINUTES OF THE ANNUAL  
GENERAL MEETING  
January 28th, 2014

FINANCIAL STATEMENT

### COMMITTEE YEAR END REPORTS

FINANCE

BOARD DEVELOPMENT

HUMAN RESOURCES

PARKS & OPERATIONS

ARTS COMMITTEE

TASK FORCE

MARKETING COMMITTEE

PROGRAM COMMITTEE

FITNESS

OLDER ADULTS

YOUTH REPORT

SPECIAL EVENTS

PRESCHOOL

PRESIDENT'S REPORT

AREA COORDINATOR REPORT

VOLUNTEER COORDINATOR

REPORT

COMMUNITY GROUPS

MEET THE DIRECTORS

**Thompson Community Association**

**Annual General Meeting**

**Tuesday, January 28th, 2014**

**7:00 p.m.**

**AGENDA**

1. Introductions
2. Approval of the Agenda
3. Approval of the Minutes of January 29<sup>th</sup>, 2013
4. Financial Statements –Jacqueline Cua, Treasurer
5. Committee Year End Reports
  - a. Finance Jacqueline Cua
  - b. Board Development Lisa Kowan
  - c. Human Resources Angela Lim
  - d. Parks & Operations George Atkinson
  - i. Arts Howard Smythe
  - ii. Task Force George Atkinson
  - e. Marketing Gerry Galasso
  - f. Program Lisa Kowan
  - i. Fitness Harry Wong
  - ii. Older Adults Andrea Heal
  - iii. Youth Report Gogo Lali
  - iv. Special Events Lisa Kowan
  - v. Pre-School Stefanie Tong
  - g. President's Report – Angela Lim
  - h. Richmond City Staff Report – Sue Varley
  - i. Volunteer Coordinator Report – Melissa Martin
6. Comments and Questions from the Floor
7. Nomination and election of Board of Directors for term starting January 29, 2013
8. Adjournment followed by coffee and refreshments

**THOMPSON COMMUNITY ASSOCIATION  
ANNUAL GENERAL MEETING  
JANUARY 29, 2013**

Present: Angela Lim, Lisa Kowan, George Atkinson, Harry Wong, Violet Smythe, Howard Smythe, John Dumfries, Julie Halfnights, Blair Newstead, Gerry Galasso, Marion Gray, Jacqueline Cua, Bert Dantu, Gary Wozny, Bernie Smerdon, Davena Ornato, Aila Morris, Karen Waaters Kayla Lim, Gogo Lalli, Peter Mitchell, Alex Homeniuk, Steve Mahon, Robin Percival Smith, Councillor Bill McNulty, Rob Howard, Teresa Wat, Roland Neville, Gregg Goede, Elizabeth Ayers, Rowan Hougham, Helan Kwan, Cynthia Ruan, Andrea Santos, Melissa Martin, Winnie Lee, Rani Sodhi, Liz Holstein-Sjerdal.

Meeting called to order at 7:05 pm.

**1. Introductions**

Angela Lim thanked everyone for attending and introduced dignitaries, board members, City staff, association staff and volunteers. Angela continued by inviting Councillor Bill McNulty, the Council representative to the association, to say a few words.

Councillor McNulty expressed his pleasure at being the Council representative for the past year and was looking forward to another year with Thompson. He had previously been the representative for Steveston for 15 years. Councillor McNulty noted the accomplishments and hard work of the association and staff and stated that Thompson “had the best fitness area in Richmond”. Thanks were given for the special events committee and arts committee, Howard and Violet, who had shown strong leadership and helped to identify Thompson as “home of the arts”. Councillor McNulty concluded by congratulating the great teamwork demonstrated at Thompson and looked forward to another year together.

2. Approval of agenda – Moved: Lisa Kowan, Seconded: Julie Halfnights, Carried.

3. Approval of AGM minutes of February 28, 2012  
Moved: Lisa Kowan, Seconded: Julie Halfnights, Carried.

**4. Financial Statements**

Jacqueline Cua, Treasurer, referred to the financial statements included in the agenda package and asked if there were any questions, as there were none, it was requested that the financial statements be approved.

***Moved:***

***That the financial statements be accepted as circulated.***

***Moved: Howard Smythe, Seconded: Gerry Galasso, Carried.***

## 5. **Committee Year End Reports**

Angela Lim enquired if there were any questions in regard to the yearend committee reports circulated in the agenda and as no questions were asked Julie Halfnights proposed that the reports be accepted.

### ***Motion:***

***That the yearend committee reports be accepted as circulated.***

***Moved: Howard Smythe, Seconded: Peter Mitchell, Carried.***

## 6. **President's Report**

Angela Lim reaffirmed that the committees had been very busy and that Phase 2 of the Youth/Older Childrens Park had been completed with input from both the public and board of directors. The park is not only being used for skateboarding but is being equally shared and enjoyed with a variety of activities. Now looking forward to completion of Phase 3 of the Park with \$150,000 committed from association funds. The design phase to take place during February with June and July for construction.

Angela continued that the Arts Committee had organized fabulous displays at the centre and the special events held have been great and welcomed by the community. The programs offered are of high quality and ensure that good health is promoted from preschoolers to families. Angela concluded that everyone was proud of what they had accomplished and the good relationship with staff, volunteers and board members all helped to make Thompson great.

## 7. **Richmond City Staff Report**

Steve Mahon introduced himself as the Acting Area Co-ordinator as Karen was still on a leave of absence. Steve complimented the great staff, the front desk customer service, instructors and teachers and volunteers who helped bring the day to day programs to the centre.

Steve drew attention to the new message centre, the park and art displays in the south wing. He acknowledged the youth and preteen co-ordinators for doing a fantastic job in rejuvenating Friday nights and Night Shift.

Steve confirmed that a Task Force together with a consultant had been looking into space recommendations for the centre and working hard to make Thompson "the very best". In 2013 there will be \$60,000 in fitness centre upgrades and \$150,000 for phase 3 of the park. 30 free events were held in the park during 2012 and in 2013 Thompson will continue to offer great programs as the board continue with their commitment to give back to the community.

Steve concluded that he was looking forward to building on the relationships with City staff, association staff, volunteers and board members with "respect, trust and a lot of hard work".

## 8. **Volunteer Co-ordinator Report**

Melissa Martin reaffirmed that the volunteer base was strong and there were a variety of opportunities at Thompson.

## 9. **No comments or questions from the floor.**

10. **Nomination and Election of Board of Directors for term beginning January 29, 2013**

Julie Halfnights explained that there were five director positions up for renewal and one vacant position and Anar Alidina has expressed interest in being a board member, she was currently the Chair of the Fitness Committee.

There were no nominations from the floor and the following were elected by acclamation:

George Atkinson, Gerry Galasso, Lisa Kowan, Wendy Leung, John Dumfries and Anar Alidina will serve a term of 2 years to February 2015.

11. **Video presentation** on the activities at Thompson during 2012.

Angela again thanked everyone for attending.

Meeting concluded at 7.35 pm followed by coffee and refreshments.

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Nora Wright  
Recording Secretary

Fin statement and fin report

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**FINANCIAL STATEMENTS**

**THOMPSON COMMUNITY  
ASSOCIATION**

**August 31, 2013**

***T*OMPKINS, *W*OZNY, *M*ILLER & *C*O.  
Chartered Accountants**

A partnership of incorporated professionals.

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## REVIEW ENGAGEMENT REPORT

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To the Board of Directors of  
**Thompson Community Association**

We have reviewed the statements of financial position of **Thompson Community Association** as at August 31, 2013, August 31, 2012, and September 1, 2011, and the statements of operations, changes in fund balances, and cash flows for the years ended August 31, 2013 and August 31, 2012. Our review was made in accordance with Canadian generally accepted standards for review engagements and, accordingly, consisted primarily of enquiry, analytical procedures and discussion related to information supplied to us by the Association.

A review does not constitute an audit and, consequently, we do not express an audit opinion on these financial statements.

Based on our review, nothing has come to our attention that causes us to believe that these financial statements are not, in all material respects, in accordance with Canadian Accounting Standards for Not-for-Profit Organizations.

Vancouver, Canada  
January 6, 2014

Chartered Accountants



Thompson Community Association

STATEMENTS OF FINANCIAL POSITION

As at August 31

Unaudited - See Review Engagement Report

	2013			As at September 1,	
	General Fund \$	Gaming Fund \$	Totals \$	2012 \$	2011 \$
<b>ASSETS</b>					
<b>Current</b>					
Cash and guaranteed investment certificates [note 4]	919,064	149	919,213	1,018,919	915,245
Accounts receivable [note 6]	46,164	—	46,164	36,379	27,859
Prepaid expenses	2,822	—	2,822	14,640	9,841
<b>Total current assets</b>	<b>968,050</b>	<b>149</b>	<b>968,199</b>	<b>1,069,938</b>	<b>952,945</b>
Internally restricted cash [note 5]	405,807	—	405,807	300,421	306,964
Property and equipment [note 7]	150,217	—	150,217	62,438	44,460
	<b>1,524,074</b>	<b>149</b>	<b>1,524,223</b>	<b>1,432,797</b>	<b>1,304,369</b>
<b>LIABILITIES AND FUND BALANCES</b>					
<b>Current liabilities</b>					
Accounts payable and accruals [note 8]	122,276	—	122,276	90,567	74,945
Deferred revenue [note 9]	182,234	—	182,234	185,445	183,479
<b>Total liabilities</b>	<b>304,510</b>	<b>—</b>	<b>304,510</b>	<b>276,012</b>	<b>258,424</b>
<b>Fund balances</b>					
Externally restricted	—	149	149	167	166
Invested in property and equipment	150,217	—	150,217	62,438	44,460
Internally restricted [note 10]	405,807	—	405,807	300,421	306,964
Unrestricted	663,540	—	663,540	793,759	694,355
<b>Total fund balances</b>	<b>1,219,564</b>	<b>149</b>	<b>1,219,713</b>	<b>1,156,785</b>	<b>1,045,945</b>
	<b>1,524,074</b>	<b>149</b>	<b>1,524,223</b>	<b>1,432,797</b>	<b>1,304,369</b>

See accompanying notes

On behalf of the Board:

Jacqueline Cua  
Director

Marion Gray  
Director



## STATEMENTS OF CHANGES IN FUND BALANCES

Years ended August 31

Unaudited - See Review Engagement Report

	General Fund				
	Invested in Property and Equipment \$	Internally Restricted \$	Un- restricted \$	Gaming Fund \$	Total \$
<b>2013</b>	<i>[note 10]</i>				
<b>Balance, beginning of year</b>	<b>62,438</b>	<b>300,421</b>	<b>793,759</b>	<b>167</b>	<b>1,156,785</b>
Revenue over (under) expenses	(52,584)	—	115,530	(18)	62,928
Purchase of property and equipment	141,069	(108,901)	(32,168)	—	—
Write off of property and equipment	(706)	—	706	—	—
Interfund transfers	—	214,287	(214,287)	—	—
<b>Balance, end of year</b>	<b>150,217</b>	<b>405,807</b>	<b>663,540</b>	<b>149</b>	<b>1,219,713</b>
<b>2012</b>					
<b>Balance, beginning of year</b>	44,460	306,964	694,355	166	1,045,945
Revenue over (under) expenses	(29,137)	—	139,976	1	110,840
Purchase of property and equipment	47,115	(47,115)	—	—	—
Interfund transfers	—	40,572	(40,572)	—	—
<b>Balance, end of year</b>	<b>62,438</b>	<b>300,421</b>	<b>793,759</b>	<b>167</b>	<b>1,156,785</b>

See accompanying notes

## STATEMENTS OF OPERATIONS

Years ended August 31

Unaudited - See Review Engagement Report

	2013			
	General Fund	Gaming Fund	Totals	2012
	\$	\$	\$	\$
<b>REVENUE</b>				
Licensed Preschool - Rompers <i>[schedule]</i>	187,938	—	187,938	196,539
Programs <i>[schedule]</i>	440,992	—	440,992	467,647
Rental and birthday party <i>[schedule]</i>	33,439	—	33,439	23,805
Interest and other	15,642	2	15,644	15,929
	678,011	2	678,013	703,920
Fitness <i>[schedule]</i>	488,177	—	488,177	466,406
<b>Total revenue</b>	<b>1,166,188</b>	<b>2</b>	<b>1,166,190</b>	<b>1,170,326</b>
<b>EXPENSES</b>				
Licensed Preschool - Rompers <i>[schedule]</i>	158,137	—	158,137	158,645
Programs <i>[schedule]</i>	453,525	—	453,525	444,544
Accounting	24,952	—	24,952	25,823
Auxiliary staff	37,131	—	37,131	30,291
Bank charges and credit card merchant fees	20,286	20	20,306	19,169
Amortization of property and equipment	52,584	—	52,584	29,137
Insurance	6,685	—	6,685	6,728
Rental and birthday party <i>[schedule]</i>	17,166	—	17,166	9,968
Volunteer Coordinator	23,113	—	23,113	22,744
Non-capital purchases	18,025	—	18,025	19,578
Other administration	25,841	—	25,841	28,279
	837,445	20	837,465	794,906
Fitness <i>[schedule]</i>	265,797	—	265,797	264,580
<b>Total expenses</b>	<b>1,103,242</b>	<b>20</b>	<b>1,103,262</b>	<b>1,059,486</b>
<b>Revenue over (under) expenses for the year</b>	<b>62,946</b>	<b>(18)</b>	<b>62,928</b>	<b>110,840</b>

*See accompanying notes*

## STATEMENTS OF CASH FLOWS

Years ended August 31

Unaudited - See Review Engagement Report

	2013			
	General Fund	Gaming Fund	Totals	2012
	\$	\$	\$	\$
<b>OPERATING ACTIVITIES</b>				
Revenue over (under) expenses for the year	62,946	(18)	62,928	110,840
Items not affecting cash				
Amortization of property and equipment	52,584	—	52,584	29,137
Gain on disposal of property and equipment	(2,020)	—	(2,020)	(300)
Changes in non-cash working capital items				
Accounts receivable	(9,785)	—	(9,785)	(8,520)
Prepaid expenses	11,818	—	11,818	(4,799)
Accounts payable and accruals	31,709	—	31,709	17,959
Deferred revenue	(3,211)	—	(3,211)	(371)
<b>Cash provided by (used in) operating activities</b>	<b>144,041</b>	<b>(18)</b>	<b>144,023</b>	<b>143,946</b>
<b>INVESTING ACTIVITIES</b>				
Purchase of property and equipment	(141,069)	—	(141,069)	(47,115)
Proceeds on disposition of property and equipment	2,726	—	2,726	300
<b>Cash used in investing activities</b>	<b>(138,343)</b>	<b>—</b>	<b>(138,343)</b>	<b>(46,815)</b>
<b>FINANCING ACTIVITIES</b>				
Net purchase of guaranteed investment certificates	(8,128)	—	(8,128)	(11,797)
<b>Cash used in financing activities</b>	<b>(8,128)</b>	<b>—</b>	<b>(8,128)</b>	<b>(11,797)</b>
<b>Increase (decrease) in cash during the year</b>	<b>(2,430)</b>	<b>(18)</b>	<b>(2,448)</b>	<b>85,334</b>
Cash, beginning of year	647,533	167	647,700	562,366
<b>Cash, end of year</b>	<b>645,103</b>	<b>149</b>	<b>645,252</b>	<b>647,700</b>
Cash consists of:				
Cash and guaranteed investment certificates	919,064	149	919,213	1,018,919
Internally restricted cash	405,807	—	405,807	300,421
Less guaranteed investment certificates maturing greater than 90 days	(679,768)	—	(679,768)	(671,640)
	<b>645,103</b>	<b>149</b>	<b>645,252</b>	<b>647,700</b>

See accompanying notes

## **NOTES TO FINANCIAL STATEMENTS**

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August 31, 2013

Unaudited - See Review Engagement Report

### **1. PURPOSE OF THE ASSOCIATION**

The Thompson Community Association (the "Association") is incorporated pursuant to the British Columbia Society Act, is a not-for-profit organization and is exempt from income taxes. The Association and the City of Richmond ("City") through a partnership agreement, are responsible for the day to day operations of the Thompson Community Centre, located in the Thompson area of Richmond, B.C.

The Association believes that a healthy community is welcoming, caring, safe, supportive and responsive to the needs of its residents. The mission of the volunteers and professionals of the Thompson Community Association is to strive for a healthy community by providing social and recreational opportunities and facilities to the residents of the Thompson area and Richmond in a way that invites the full participation of all people.

### **2. 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 generally accepted accounting principles 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 net recoverable value of assets, in particular as it relates to useful lives of property and equipment, and the determination of deferred revenue. Actual results could differ from these estimates.

#### **Cash and Guaranteed Investment Certificates**

Cash and guaranteed investment certificates ("GIC's") consist of cash on hand, bank deposits and GIC's with a maturity date of one year or less.

#### **Fund Accounting**

The General Fund reports the assets, liabilities, revenues and expenses relating to program delivery, administrative activities and capital assets.

The Gaming Fund reports revenues and expenses relating to the assets, liabilities, revenues and expenses relating to the receipt of gaming funds.

## NOTES TO FINANCIAL STATEMENTS

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August 31, 2013

Unaudited - See Review Engagement Report

### 2. 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. Contributions restricted for the purchase of property and equipment are amortized to revenue at the same rate as the related assets. 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. Any revenues received in advance of the commencement of a program or service is recorded as deferred revenue.

#### Property and Equipment

Property and equipment are recorded at cost.

#### Amortization

The Association amortizes its property and equipment on a straight-line basis over their estimated useful lives as follows:

Fitness Equipment	- 3, 5 and 8 years
Furniture and Fixtures	- 5 and 10 years

#### Contributed Services

The work of the Association is dependent on the efforts of many volunteers. As these services are not normally purchased by the Association and due to the difficulty in determining the fair value of such services, the value of the contributed services are not recognized in these financial statements.

#### Statement of Cash Flows

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

#### Internally Restricted Fund Balances

The Building Expansion Reserve internally restricts amounts for future expansion of the facility.

The Capital Reserve internally restricts amounts to cover the replacement of Fitness Room equipment and other capital equipment.

The Thompson Community Association Phil Brown Award ("Phil Brown Award") internally restricts amounts that are to be used for awards for outstanding students in the Richmond community. The principal amount of \$25,000 is to earn interest which will be internally restricted until the amount is paid out as an award.

## NOTES TO FINANCIAL STATEMENTS

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August 31, 2013

Unaudited - See Review Engagement Report

### 2. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

#### **Internally Restricted Fund Balances (cont'd)**

The Thompson Youth Park Project internally restricts amounts for the development and construction of the Thompson Youth Park.

#### **Use of the Thompson Community Centre and the Providing of Operating Expenses**

The City provides the building, utilities and administrative staff to run the Centre at no cost to the Association. The value of the use of the facilities as well as these additional operating expenses has not been reflected in the 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, except for investments in equity instruments that are quoted in an active market, which are measured at fair value. Changes in fair value are recognized in net income.

Financial assets measured at amortized cost include cash, GIC's and accounts receivable.

Financial liabilities measured at amortized cost include accounts payable and accruals.

Financial assets measured at 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.

### 3. IMPACT OF THE CHANGE IN THE BASIS OF ACCOUNTING

The Association has elected to apply Canadian ASNPO.

These financial statements are the first financial statements for which the Association has applied Canadian ASNPO.

The financial statements for the year ended August 31, 2013 were prepared in accordance with the accounting principles and provisions set out in Section 1501, First-time Adoption by Not-for-Profit Organizations, for first-time adopters of this basis of accounting.

## **NOTES TO FINANCIAL STATEMENTS**

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August 31, 2013

Unaudited - See Review Engagement Report

### **3. IMPACT OF THE CHANGE IN THE BASIS OF ACCOUNTING (CONT'D)**

The adoption of these standards had no impact on the Association's excess of revenues over expenses for the year ended August 31, 2012 or on net assets as at September 1, 2011, the date of transition.

### **4. GUARANTEED INVESTMENT CERTIFICATES**

GIC's bear interest rates varying from 1.20% to 1.65% and have maturity dates ranging from November 2013 to March 2014.

### **5. INTERNALLY RESTRICTED CASH**

Internally restricted cash comprises of the following:

	<b>2013</b>	<b>2012</b>
	<b>\$</b>	<b>\$</b>
Internally restricted funds:		
Capital Reserve	<b>224,813</b>	269,411
Building Expansion Reserve	<b>5,184</b>	5,184
Phil Brown Award	<b>25,810</b>	25,826
Thompson Youth Park Project - Phase 3	<b>150,000</b>	—
	<b>405,807</b>	300,421

### **6. ACCOUNTS RECEIVABLE**

	<b>2013</b>	<b>2012</b>
	<b>\$</b>	<b>\$</b>
City of Richmond	<b>31,619</b>	24,405
Grants and other	<b>8,236</b>	5,935
Interest receivable	<b>6,309</b>	6,039
Allowance for doubtful accounts	—	—
	<b>46,164</b>	36,379



## NOTES TO FINANCIAL STATEMENTS

August 31, 2013

Unaudited - See Review Engagement Report

### 7. PROPERTY AND EQUIPMENT

	Cost \$	Accumulated Amortization \$	Net Book Value \$
<b>2013</b>			
Furniture and fixtures	222,679	185,062	37,617
Fitness equipment	251,267	138,667	112,600
	<b>473,946</b>	<b>323,729</b>	<b>150,217</b>
<b>2012</b>			
Furniture and fixtures	189,411	177,231	12,180
Fitness equipment	245,979	195,721	50,258
	<b>435,390</b>	<b>372,952</b>	<b>62,438</b>

### 8. ACCCOUNTS PAYABLE AND ACCRUALS

	2013 \$	2012 \$
Trade payables and accruals	55,939	54,920
Wages payable	30,095	24,313
Government remittances - payroll deductions	33,674	—
- GST/HST	1,624	10,606
- WorkSafe BC	944	728
	<b>122,276</b>	<b>90,567</b>

### 9. DEFERRED REVENUE

Deferred revenue represents revenue received in advance and comprises the following:

	2013 \$	2012 \$
Programs	73,030	70,806
Fitness	84,050	90,446
Fundraising	14,539	15,693
Grants	7,620	7,313
Rentals	2,995	1,187
	<b>182,234</b>	<b>185,445</b>

# NOTES TO FINANCIAL STATEMENTS

August 31, 2013

Unaudited - See Review Engagement Report

## 10. INTERNALLY RESTRICTED FUND BALANCES

Internally restricted fund balances are as follows:

	2013 \$	2012 \$
Capital Reserve	224,813	269,411
Building Expansion Reserve	5,184	5,184
Phil Brown Award	25,810	25,826
Thompson Youth Park Project - Phase 3	150,000	—
	<b>405,807</b>	<b>300,421</b>

The internal restrictions are described as follows:

### (i) Capital Reserve

In 2013, the Association's Board of Directors internally restricted fund balances of \$65,284 [2012 - \$40,000] .

	Fitness \$	Furniture and Fixtures \$	Total \$
<b>2013</b>			
Balance, beginning of year	221,786	47,625	269,411
Interfund transfers	60,284	5,000	65,284
Property and equipment purchased	(105,217)	(3,684)	(108,901)
Expense incurred	—	(981)	(981)
Balance, end of year	<b>176,853</b>	<b>47,960</b>	<b>224,813</b>
<b>2012</b>			
Balance, beginning of year	233,901	42,625	276,526
Interfund transfers	35,000	5,000	40,000
Property and equipment purchased	(47,115)	—	(47,115)
Balance, end of year	221,786	47,625	269,411

### (ii) Building Expansion Reserve

	2013 \$	2012 \$
Balance, beginning of year	5,184	5,184
Interfund transfer	—	—
Balance, end of year	<b>5,184</b>	<b>5,184</b>

## **NOTES TO FINANCIAL STATEMENTS**

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August 31, 2013

Unaudited - See Review Engagement Report

### **10. INTERNALLY RESTRICTED FUND BALANCES (CONT'D)**

(iii) Phil Brown Award

	<b>2013</b>	<b>2012</b>
	<b>\$</b>	<b>\$</b>
<b>Balance, beginning of year</b>	<b>25,826</b>	25,254
Interest earned on fund	<b>484</b>	572
Unrestricted for approved awards paid	<b>(500)</b>	—
<b>Balance, end of year</b>	<b>25,810</b>	25,826

During the year, one \$500 Phil Brown scholarship was paid [2012 - \$1,000 was funded by regular operations].

(iv) Thompson Youth Park Project - Phase 3

In 2013, the Association's Board of Directors committed and internally restricted \$150,000 of funding for the development and construction of the Thompson Youth Park Project - Phase 3 in 2014.

	<b>2013</b>	<b>2012</b>
	<b>\$</b>	<b>\$</b>
<b>Balance, beginning of year</b>	—	—
Interfund transfer	<b>150,000</b>	—
<b>Balance, end of year</b>	<b>150,000</b>	—

### **11. FINANCIAL INSTRUMENTS**

The Association is exposed to various risks through its financial instruments. The following analysis presents the Association's exposures to significant risk as at August 31, 2013.

#### **Credit Risk**

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation.

The Association's exposure to credit risk are indicated by the carrying amounts of its cash, GIC's and accounts receivable. The Association limits its exposure to credit loss by placing its cash and GIC's with chartered Canadian financial institutions. Management believes that the Association is not exposed to an unusual level of credit risk.

## NOTES TO FINANCIAL STATEMENTS

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August 31, 2013

Unaudited - See Review Engagement Report

### 11. FINANCIAL INSTRUMENTS (CONT'D)

#### **Liquidity Risk**

Liquidity risk is the risk of being unable to meet cash requirements or fund obligations as they become due. It stems from the possibility of a delay in realizing the fair value of financial instruments.

The Association manages its liquidity risk by constantly monitoring forecasted and actual cash flows and financial liability maturities, and by holding assets that can be readily converted into cash.

#### **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.

All of the Association's financial instruments are non-interest bearing except for cash that earns interest at variable market rates and GIC's that earn interest at negotiated rates.

### 12. COMPARATIVE FIGURES

Certain comparative figures for the 2012 fiscal year have been reclassified to conform with the current year's presentation.

## SCHEDULES OF PROGRAM REVENUE AND EXPENSES

Years ended August 31

Unaudited - See Review Engagement Report

	Revenue	Wages and	Supplies and	Total	Income
	\$	benefits	other	expenses	(loss)
	\$	\$	expenses	\$	\$
			\$		
<b>2013</b>					
Programs:					
Seasonal - preschool, children, adult and tennis	345,095	254,324	38,357	292,681	52,414
Other	42,778	4,233	13,578	17,811	24,967
Seniors	20,249	28,406	9,952	38,358	(18,109)
Youth	32,870	87,209	17,466	104,675	(71,805)
Total programs	440,992	374,172	79,353	453,525	(12,533)
Licensed Preschool - Rompers	187,938	149,918	8,219	158,137	29,801
Rental and birthday party	33,439	13,830	3,336	17,166	16,273
Subtotal	662,369	537,920	90,908	628,828	33,541
Fitness	488,177	233,366	32,431	265,797	222,380
	1,150,546	771,286	123,339	894,625	255,921
<b>2012</b>					
Programs:					
Seasonal - preschool, children, adult and tennis	336,976	238,063	38,326	276,389	60,587
Other	65,473	4,343	30,745	35,088	30,385
Seniors	25,269	30,682	13,600	44,282	(19,013)
Youth	39,929	75,886	12,899	88,785	(48,856)
Total programs	467,647	348,974	95,570	444,544	23,103
Licensed Preschool - Rompers	196,539	149,919	8,726	158,645	37,894
Rental and birthday party	23,805	9,361	607	9,968	13,837
Subtotal	687,991	508,254	104,903	613,157	74,834
Fitness	466,406	234,998	29,582	264,580	201,826
	1,154,397	743,252	134,485	877,737	276,660

**FINANCE COMMITTEE**  
**REPORT TO THE ANNUAL GENERAL MEETING**  
**January 28, 2014**  
**For the fiscal period from September 1, 2012 to August 31, 2013**

The financial results for the above fiscal year have remained strong, with fitness and seasonal programs continuing to increase in activity.

This year's revenue over expenses has decreased to \$62,928 from \$110,840 in prior year. The decrease in revenue over expenses is primarily due to:

- an increase in amortization expense relating to the updating of fitness and other equipment valued at \$108,901; and
- continuous increase of overall support for seniors and youth programs, extended hours of operations, as well as a volunteer coordinator. The support provided is as follows:

	2013	2012
Seniors	\$18,109	\$19,013
Youth	\$71,805	\$48,856
Volunteer coordinator	\$19,161	\$20,761
Extended hours of operations	\$29,875	\$23,035
<b>TOTAL</b>	<b>\$138,950</b>	<b>\$111,665</b>

Similar to prior year, the Board voted to have the Association's financial statements reviewed by external accountants. The firm of Tompkins, Wozny, Miller & Co. continues to perform the engagement for the Association.

In addition to activities and projects in the normal course of operations, as at August 31, 2013, the Association has committed to contributing \$150,000 towards Phase 3 of the Thompson Youth Park.

The thought and effort provided by the volunteers on all committees and staff, especially in preparing and monitoring their budgets has a great impact on the financial success of the Association.

I would like to thank all committee members, staff, our director and past Treasurer, Marion Gray, and our bookkeeper, Liz Sjerdal, for all their hard work and commitment.

**Respectfully submitted by Jacqueline Cua, Treasurer**

**Board Development/Volunteer Committee Report for the  
Annual General Meeting of the Thompson Community Association**

**January 28, 2014**

The job of the Board Development/Volunteer Committee is to ensure that board members understand their duties and that all Thompson Community Association volunteers are supported and appropriately recognized for their efforts. The members of this Committee include Board members, community members and a city liaison.

In May 2013 we held a Board/Staff/Committee Member Development day. We spent time reviewing the values of the Association, internal and external changes to the Community Centre, the Thompson community and the City of Richmond and assessing our stakeholders. A majority of the day was spent on providing suggestions for the future direction of the Marketing Committee, Fitness Committee/Centre, Older Adults Committee, Youth Committee, Preschool Area and Arts Committee. This was the first time staff and community committee members (non-director members) have had the opportunity to understand how each committee serves the Association and provide suggestions on improvement, activity/program ideas and a future vision for each of the areas. The ideas were brought back to each of the respective committees and those committees have chosen some or all of the attainable ideas to help guide them going forward and each committee is responsible for updating an action item table.

Prior to the Development Day the Committee provided the Board with a survey to be completed by each Board Member. The survey focused on the board as a whole and the director as an individual. Areas that required work or clarification were brought up at the Development Day.

This year the Committee was actively working on the Board/Committee Position Descriptions. This task will be completed in 2014.

Our Volunteer Coordinator, Melissa Martin, has continued to grow our volunteer base. As in the past, volunteer turn-out for events was excellent and sometimes overwhelming. Melissa has had to turn volunteers away due to the number of volunteers wanting to help out, a great problem to have! Some Thompson events that saw volunteers in 2013 were:

- Breakfast with Santa
- Easter Egg-citement
- Community Picnic
- Lantern Festival
- Kid's Swap Meet

In April, at the Volunteers are Stars Gala, a few of our volunteers were nominated and recognized for their contribution to the Community. George Atkinson received a Constellation Award, the Constellation Award Honours individual volunteers for their service and contribution to the community.

At our Volunteer Appreciation Dinner, Lawrence Lee was recognized by the Board and received a Volunteer Recognition Award in recognition of his dedication and commitment to the Thompson Community Association.

Thanks to all staff and volunteers who contributed to another successful year.

Respectfully submitted by:

Lisa Kowan, Chair

Board Development/Volunteer Committee



**Human Resources Committee Report to the Annual General Meeting  
of the Thompson Community Association**

January 28, 2014

The main task of the Human Resources Committee are annual review of policies, review of staff contracts, oversee association staff hiring and dealing with any other association staff issues that arise. This is all done in conjunction with the Job Evaluation Committee (JE) resource materials.

After completion of the Policy Manual in early 2013, this committee reviewed, revised and updated several contracts of association staff. We have also implemented processes to ensure all contracts are reviewed on the anniversary date of each employee as well all contracts are signed off by the Association President.

I would like to thank the committee members Lisa Kown, Julie Halfnights, Marion Gray, John Dumfries and Jacqueline Cua for their time and dedication.

Respectfully submitted by Angela Lim

**Parks and Operations Committee Report to the Annual General Meeting  
of the Thompson Community Association**

January 28, 2014

We are in the process of confirming plans for Phase 3 of the Thompson Park and hope to see the final phase started in the spring of 2014.

We are looking at relocating the children's spring riding features to a better location in conjunction with the implementation of phase 3 of the park.

We in discussions regarding the ponds at the Granville entrance to the centre - nothing has been decided on this yet.

There have been discussions surrounding the Seniors and their needs.

The "River" feature installation (north entrance to main building) has been refinished and looks great.

We had a number of meetings to discuss future projects – no firm plans to report on at this time.

Submitted by George Atkinson, Chair

**Task Force Committee Report to the Annual General Meeting  
of the Thompson Community Association**

January 28, 2014

We worked for several months on tendering and reviewing bids for the replacement of the old wooden storage shelving in the Gym with new adjustable metal shelving. The project was successfully completed and they are being well used.

The Task Force has also reviewed and supported submission of 2 project requests for 2014 1) fitness centre flooring 2) fitness centre office renovations.

There has been discussion of several other projects but no other firm plans have been made to report on at this time.

Submitted by George Atkinson, Chair

**Art Committee Report for the Annual General Meeting  
Thompson Community Association  
January 28<sup>th</sup>, 2014**

The Art Committee consults with the Community Facilities Coordinator, the City staff and the Parks Committee to identify and promote public arts projects in and around the Thompson Community Centre. The committee is chaired by Howard Smythe and its members are Violet Smythe, Gerry Galasso and Richard Reiner along with the Facilities Coordinator (Alex Homeniuk) and the Area Coordinator (Sue Varley).

The committee was established in January 2009 to promote arts in our centre and in the community. We've accomplished a lot over the years and we've had great feedback on the variety of artwork that is being exhibited.

Highlights from 2013:

- We have almost doubled the available art exhibition space by utilizing the wall opposite the original exhibition space
- We have purchased a new art hanging system which has made the installation and take down of exhibitions much simpler
- We have booked and exhibited various artists, groups and youth/children's work throughout the calendar year
- We have worked with Special Events and Marketing Committees with regards to the purchase of banners/flags for our special events
- Coordinated with the Community Arts Council of Richmond for a 3 day Mid-Summer Arts Dream Event held in Annex banquet room
- Coordinated our 2<sup>nd</sup> Cultural Days with the Community Arts Council of Richmond on September 29<sup>th</sup>
- Saw that the large concrete planter across from the primary playground was painted orange to coordinate with the concrete existing elements in the youth park
- Held the 2<sup>nd</sup> annual Thompson Community Arts Challenge, which is on display January and February 2014
- We are in the process of planning some changes/upgrades in and around the Annex and the Tot lot
- We collaborated with the Arts Coordinator for the City of Richmond's Community Services which resulted in the centre being included in the annual 'Call for Entry' to the local artists to exhibit their work at TCC, the Richmond Cultural Centre and the Gateway Theatre
- We were and are in discussions with the Parks and Ops committee and the City of Richmond to address the front pond and other landscaping issues on the site.
- We are investigating the installation of an Art Sink in the kitchen adjacent to the multipurpose room to facilitate more arts and crafts programing at the centre.
- 

In 2014 we intend to continue to promote the arts in our centre and look forward to the new opportunities to do that.

The committee appreciated the support it has received and is always open to suggestions from the Thompson community at large. You can reach us at [thompsonartcommittee@gmail.com](mailto:thompsonartcommittee@gmail.com).

Respectfully submitted by Howard Smythe, Chair

## **Marketing Committee Report for the 2014 AGM**

**Members** Gerry Galasso, Howard Symthe, Blair Newstead

**Purpose** The Committee is responsible for the implementation and evaluation of marketing strategies, procedures and display tactics for Thompson Community Association in conjunction with City Staff

### **The accomplishments of this committee for 2013**

1. The Wifi with Shaw cable was maintained as the number of users increased
2. A monkey survey was done on customer satisfaction ( program, fitness), results were distributed and displayed
3. There was a significant increase in the number of ads placed in the local paper ranging from AGM to Family day
4. The committee will become a partner in the purchase of display flags
5. A new rolling board was purchased for better display in the foyer.
6. Our website (part of the Richmond City website ) is being updated continually
7. Our Facebook page still needs someone to update and upgrade it
8. There has been more cooperation between staff and the committee in working with in-house produced brochures.
9. The TV monitors in the foyer and fitness centre are being continually updated.

**G.Galasso/07/01/14**

## **Program Committee Report for the Annual General Meeting of the Thompson Community Association**

**January 28, 2014**

The Program Committee consists of community members and Chairs of the Fitness, Older Adults, Youth and Special Events committees as well as a city staff member and also includes our preschool area.

In 2013, much of our Fitness Centre equipment was replaced with brand new equipment. The feedback has been extremely positive. Thanks to Roland and the Fitness Committee for their hard work and dedication to this area.

Our Older Ages Committee continues to promote active lifestyles for those who are 55 and older with in-house classes, programs and out-trips.

Our Youth Committee and department are dedicated to providing a fun and friendly atmosphere for our youth and includes the Friday "Night Shift" which provides a fun and safe environment for our community youth to hang out after hours.

It has been fun to watch members of our youth grow-up and take on leadership positions at Thompson. In 2013, one of our youth was accepted to the BC Youth Parliament program. *[Each year, 95 individuals, ages 16 to 21, from around the province meet in the Legislative Buildings in Victoria and debate a variety of legislation that outlines projects that will then be run throughout the year. In addition to this, Private Members Resolutions are introduced giving members the ability to debate any issue they choose to, while still participating in a practical lesson on the parliamentary process.]* **Congratulations Winnie**, we are very proud of your accomplishments!

The Special Events Committee was busy planning several events through the year, including the Community Picnic, Lantern Festival and Breakfast with Santa. All events this year were very well attended.

Our Licensed School Year Preschool remains very popular and is currently at a fill rate of 92%. The four-hour option has proven popular with many families.

Our programs are continually being reviewed by our Programmers. New programs at Thompson over the past year included:

1. Sourdough Bread making
2. Active Start Preschoolers
3. Fundamentals of Movement
4. Cooking - Rainbows and Cupcakes
5. Arts Glitter and Glue
6. Arts Jewelry Making
7. Skateboarding Children

As always summer programs continue to be popular with a total registration of 3,083 (2012 - 2,887). It has been a pleasure to work with the members of the Program Committee and our Programmers and I thank each of them for their hard work and dedication to Thompson.

Respectfully submitted by:

Lisa Kowan, Chair  
Program Committee

**Thompson Community Association  
Fitness Committee Report - Annual General Meeting**

Year 2013 was a busy year for the Fitness Committee. Under the strong and enthusiastic leadership of Blair Newstead, Communities Facilities Co-ordinator, and our new Fitness Coordinator, Roland Neville, numerous changes were reviewed and actioned by the Fitness Committee.

Over the past year Thompson's Fitness area has undergone a major transformation. The Fitness Committee and Thompson staffs have been busy upgrading all the out of date equipment. In the past year we have purchased numerous Cardio & Group Fitness Equipment and Strength equipment including a Group fitness Microphone system.

The "old" equipment was then donated to two of the local Richmond area High Schools. Steveston London Secondary received the majority of the equipment and Burnett Secondary was the other school that received several pieces of equipment.

The feedback from clients has been very positive and this is clearly reflected in the increase of revenue generated by the upgrade.

There were a number of other notable accomplishments throughout the year:

- The aerobics classes were able to raise over \$800 for the Canadian Breast Cancer Society
- The southeast window was tinted to match the other fitness centre windows
- Patch & paint repairs were done throughout the fitness centre walls
- The Marathon Clinic had one of its highest registrations with 55 participants
- Fitness attendants guidelines were reviewed and updated
- Fitness attendants have been requested to wear either a logo jacket or T-shirt to distinguish them as attendants were implemented
- Adaptive fitness guideline were reviewed and updated

The Fitness Committee is currently working on:

- Marketing strategies to increase client volume
- Possibly a customer appreciation day
- Seasonal sports photos to be placed in the Fitness Room to create better ambiance

The above has been accomplished as a result of everyone working together as a team: the Coordinators, the Committee and the Board.

Respectfully Submitted by:  
Harry Wong, Fitness Committee Chairman



**Thompson Community Association  
Older Adults Committee Report – Annual General Meeting**

The highlights of 2013 for older adults are as follows:

Thompson has moved away from trying to fill the banquet hall with catered lunches, and instead has made good use of the lobby area in the morning for more intimate Seniors' Breakfasts. We ran the "Big Canadian Breakfast" during Seniors Week in June with approximately 50 people in attendance, a Thanksgiving Breakfast in the fall, and will be hosting another for Valentine's Day this year. The atmosphere is enhanced by the bright and cozy space, with easy access to the outdoor patio for setting up barbecues and grills. Many of the volunteers for these events have been members of the Older Adults Advisory Committee.

Also during Seniors' week, Thompson hosted a "Social Salsa" which filled to capacity with a large waitlist, showing there is a need and demand for fun and lively fitness/dance classes for Older Adults. Over the summer, we also offered Dancing in the Park twice, and attendance was especially good when Line Dancing was held outside on an August night. Kids and family members also joined in on the fun.

In the Fall many people dropped in for an Open House titled "Volunteer Opportunities and Resources", with special guests from the Seniors Peer Counseling Program, through Volunteer Richmond.

During Move for Health Week, Thompson hosted a health talk by local naturopath, on Foods for the Brain. Thompson also hosts a monthly "Wellness Workshop" whereby special guests provide educational opportunities for seniors about health and community resources. Those that help people maintain their health, such as Heads Up for Brain Health and the Obesity Paradox have been particularly well attended.

Our clubs and groups continue to grow and meet at the centre. Lawrence Lee is playing an instrumental role with ESL, dance and social programs. We have a great mix of seniors from different backgrounds and cultures participating in programs. Volunteer instructors such as Tom with computers, Violet in Art classes and Joan through Arthritis Support all help keep our existing programs going.

New this year, was the Smart Phones and Tablets Workshop, taught by youths. This intergenerational program has been popular with both older adults and youth, with as many as 25 people in attendance each time. Seniors bring in their electronic device, and are matched up with a youth, who shows them how to use it.

Trips have always been well attended at Thompson. This year we ran 23 buses to full, or 75% capacity to places all over the Lower Mainland and to Vancouver Island.

Respectfully Submitted by:  
Andrea Heal, Older Adults Coordinator

**Thompson Community Association  
Youth Committee Report - Annual General Meeting**

The past year has been a fresh and inventive year for the youth department, serving local youth with new opportunities and initiative including free resume-building workshops, a youth-led leadership group, a healthy component to our weekly pizza lunches, and seasonal girls-only clothing exchanges. Scheduled youth office hours have allowed youth to consistently access youth staff and have proven successful at creating connections with new youth as well as fostering connections with current youth. One indicator of such success can be measured through the increased youth presence during Friday night hangouts, during which youth look forward to meeting and making friends and connecting with youth staff. Positive feedback from participants has repeatedly suggested that TCC's Friday Night Shift is the best of its kind.

**Youth Department Highlights:**

- January/February 2013: Thompson Youth Council transitioned into a youth-run organization. The Council drew up its own standards of involvement and specific roles to form an executive body. Thompson's Preteens learned how to make their own comic books and flip books in a cartooning and animation class.
- March 2013: TCC hosted GO Day: An annual girls'-only event geared towards increasing healthy lifestyle choices in grade 9 girls across Richmond. Stepping up from years past, TCC mentored 3 past GO Day participants in becoming positive visual role models and emcees for this event.
- April 2013: Thompson Youth Council raised \$200 through a bake sale held during TCC's Swap Meet. Thompson Preteens had a fun afternoon learning how to make pizzas from scratch.
- May 2013: TCC hosted the Black-Tie Brunch: a Youth Week event geared towards celebrating Richmond youth through an affordable buffet-style brunch and hilarious entertainment by Tickle Me Pickle. Preteens braved the Vancouver rain and had a great day hiking around Lynn Canyon.
- June 2013: TCC hosted its 2<sup>nd</sup> annual Show Off Youth Skate Night. We welcomed skateboarders of all ages in a skate competition with great prizes, a BBQ, a live DJ and a graffiti art demonstration. Preteens taking drawing classes at Thompson showcased their beautiful artwork in an art exhibition for the month of June.
- July 2013: Thompson Youth Council raised \$200 through a by-donation car wash held in the TCC parking lot on a sunny Saturday afternoon. Preteens had an adventure filled week, with out-trips that included rock-climbing, the Extreme Air trampoline park, Playland, the Vancouver Aquarium and Planet Lazer.
- August 2013: TCC hosted it's annual Beat the Heat BBQ, feeding +50 youth with free hot dogs, snacks and beverages. The BBQ concluded with a free youth water fight on a Friday night. Six preteens also courageously took on the heights at Grouse Mountain, and participated in a fun day of zip lining.

- September 2013: TCC welcomed youth back-to school with several initiatives including presentations at Burnett's grade assemblies, passing out TCC bookmarks, back-to-school ice cream, youth office hours, and a free resume-building workshop.

- October 2013: Thompson Youth Council elected it's new Executive team, including Ted Cheng as President, Winnie Lee as Vice President and Shahira Dean as Communications Officer. Thompson's Preteens dressed up in wonderful Halloween costumes and participated in a pumpkin-carving contest.

- November 2013: TCC joined forces with Breakers that Believe (a Burnett leadership group geared towards volunteerism) in hopes of putting together a youth fine arts night to take place at TCC in 2014. Preteen Wii fanatics had a great time in a friendly Wii Tournament against their friends.

- December 2013: Thompson Youth Council implemented its 2<sup>nd</sup> Thin Ice Youth Skate event at Minoru arena. The event included promotional information and door prizes as well as holiday treats and photos with Santa. Youth and preteens also enjoyed a day of snow tubing at Cypress Mountain.

Thank you to TCA for providing ongoing support and opportunities to the youth and youth team at Thompson.

Respectfully Submitted by:

Gogo Lalli, Youth Development Coordinator

**SPECIAL EVENTS SUB-COMMITTEE**  
**Report to the Annual General Meeting**  
**January 28, 2014**

The special events committee had another busy year this year. The Committee consists of both board and non-board members and a City Staff member.

**Volunteer Appreciation**

Without the help of our many volunteers, young and old, we could not provide the events that we do for the Thompson community. Our volunteers dedicate hundreds of hours of their own time to Thompson every year and so to show our appreciation for these amazing individuals we hosted a volunteer dinner with Staff playing a key role in the organization.

This year Lawrence Lee was recognized for his many hours of dedication as a Thompson volunteer. Congratulations again to Lawrence and thank you for your many hours of service.

Thank you to each of our volunteers. Our events and programs would not be as great as they are without you.

**Community Picnic**

This year the Community Picnic was held in connection with the official opening of our Youth Park. It is estimated that over 1,000 people were in attendance, including the Mayor and City Councillors. Hotdogs, lemonade and popcorn were handed out and attendees were entertained by a parade of wheels, live music, Bollywood dancing and a flash mob.

We had over 20 volunteers helping out, Directors on the BBQs, summer staff playing games and organizing art activities and our Youth and Pre-teen coordinators in attendance.

**Lantern Festival**

The Lantern Festival was held again this year and we had some help with advertising and marketing from the Richmond Chinese Community Society.

This event is an all ages, family friendly event. It is great to see young children making lanterns with their siblings, parents and grandparents. The Drumming Circle with Lyle Povah also provides a great opportunity for young and old to sit around and bang a drum.

The weather decided not to hold out for us and so night came to an end with a procession of lanterns through the park followed by performance by Richmond Taiko Drumming in a "revised" location. Even with the sprinkling of some rain the event went off without a hitch.

**Breakfast with Santa**

Breakfast with Santa was sold out again this year, well in advance of the event date. The number of tickets sold brings us to a **nine year high**.

The breakfast was held in the gym which was divided into two sections, a food side and an entertainment/craft/Santa's workshop. Various activities were planned for the children including cookie decorating and arts and crafts. Anderson Chow was our entertainer this year and was very busy with his balloon making for the kids. Our birthday party staff were there doing face painting. The ever popular Santa and Mrs. Claus made an appearance and handed out gifts to all of the children.

Again our youth volunteers played a major role in decorating the gym, both in set-up and take down of all of the decorations. For the second year, a group of very talented Burnett youth created a new background painted on panels. We look forward to working this group again next year.

Current and past board members and their spouses were a huge asset in the kitchen cooking pancakes, sausages and eggs as well as serving the breakfast.

The special events committee is always focused on re-evaluating current events being held at Thompson and I appreciate the dedication shown by this great group of volunteers and to those volunteers who help on the event day. As I said above, without our volunteers, our events would not be possible. We are always looking for volunteers. Anyone interest should sign up on the City's website at <https://icanhelp.richmond.ca>.

Respectively Submitted by:

Lisa Kowan  
Chair, Special Events Sub-Committee

**Thompson Community Association  
Preschool Coordinator Report – Annual General Meeting**

**Overview of the September 2012 - June 2013 school year**

Thompson offered a total of 120 preschool spots for the 2012/2013 Rompers Preschool Year. Forty-eight spots were allocated for three year olds and seventy-two spots were for four year olds. There was an increase in families with Supported Child Development (5) and government subsidy (2). The school year ended with 84% registration.

**Highlights**

- In June 2013, there remained five children on the four-year-old waitlist and three children on the three-year-old waitlist. The waitlists were for both morning and afternoon classes.
- The Wee Walk program continued with classes going for one walk per week. The Wee Walk wrap up was in conjunction with Move for Health Day, held at Minoru Park in May. It was a new venue for the event. All activities were well received by our families.
- Rompers parents voted to donate \$10.00 to the preschool fundraising account and to do one traditional fundraiser to help offset costs for field trips. Approximately \$1300.00 was raised through donations and cookie dough sales.
- Field trips included: Pumpkin Patch, Minoru Park, Skating, Garry Point and Science World.
- In February, a parenting workshop and Early Childhood Education workshop was offered to the community. Child psychologist, Dr. Vanessa Lapointe, was hired to present both workshops. The parenting workshop had nearly 30 participants; the ECE workshop had fewer than 10.
- Approximately 25 families attended the open house.
- Over thirty people lined up at public registration. Everyone got a spot, though it may not have been his or her first choice.
- Staff attended two professional development days: The Circles of Caring Conference put on by the Richmond Training Committee and the Wonder of Learning Exhibit inspired by Reggio Emilia philosophy.

Respectfully Submitted by:  
Stefanie Tong, Preschool Coordinator

**Presidents Report to the Annual General Meeting of the  
Thompson Community Association**

January 28, 2014

The Thompson Community Centre continues to retain its status as one of Richmond's popular community centres. This is a result of our volunteers, committee members, staff, working relationship with the City of Richmond and our Board of Directors.

At Thompson we strongly believe in investing in our community. The revenue the Association receives from the Center's operations goes to replenishing fitness equipment, programs, special events and park upgrades. We have seen a significant increase in our fitness attendance since the Association's Fitness Committee replaced and upgraded all fitness equipment.

We continue to subsidize programs (Youth and Seniors) where annual expenses exceed revenues. This is done to ensure these valuable programs continue to be provided to our community.

We annually award scholarships to youth who volunteer within the Thompson community.

This year we also saw and continue to see the value in providing an inclusive work environment for our disabled citizens. This has been a very rewarding experience for all involved.

One of the highlights from this year was one of our most dedicated and longstanding director, George Atkinson was the well-deserved recipient of the Individual Constellation Award at the Volunteers are Stars Awards.

My thanks to all for their dedication to Thompson and its community.

Respectfully submitted by Angela Lim.



## **Thompson Community Association Area Coordinators Report – Annual General Meeting**

Thompson Community Centre is known as a leader in Recreation in Richmond, directly due to the dedication and hard work of our Board of Directors, committee members, volunteers, instructors, coordinators and City staff. A few highlights from the last year are as follows:

### **Programs and Services**

- This year Stefanie Tong, our Preschool Coordinator, reformatted the Summer Preschool Camp. This resulted in a large increase in registration. The morning classes remain popular and with the development of themed afternoon camps, registration has been much better.
- New to this summer was the Neighbourhood Daycamps. The Neighbourhood camp provided a lower cost, shorter camp option for parents. Feedback from participants was very positive. Tim Coady did a great job fostering relationships with local families and provided a variety of “childcare options” for parents.
- 2013 saw the development of online surveys for Thompson via SurveyMonkey. Online surveys were done for the fitness centre, aerobics classes, children’s programs, seniors programs, rompers preschool, summer daycamps, and summer variety programs. Switching to the online format resulted in a greater number of surveys completed. The overall survey results were very positive and showed that Thompson is continuing to provide high quality recreation experiences.
- Our Licensed School Year Preschool remains very popular and is currently at a fill rate of 92%. The four-hour option has proven popular with many families.
- Older Adults programming continues to provide a wide variety of options for local seniors. Trips and tours are visiting locations from Victoria to Whistler, clubs and groups offer everything from crafting to book clubs. Lawrence Lee, Robin Percival-Smith and Violet Smythe have provided wonderful leadership within our programs.
- Thompson participated in a variety of Move for Health Week activities which included an Eating for the Brain Health Workshop, Dance Move Fitness, and Get on the Ball Fitness. Thompson also had a great presence at the Move for Health Festival, as Blair Newstead was on the organizing committee, coordinating information and activities. And once again our Rompers preschool participated.
- Special Events at Thompson continue to be very popular with the community. This year Breakfast with Santa, the Preschool Halloween Party, Easter Eggcitement, and 2 Kids Only Swap Meets were all sold out events. The Community Picnic was moved into the gymnasium this year due to rain and was still able to draw upwards of 500 people. The third annual Lantern Festival drew between 300-400 people despite a little bit of rain.
- To celebrate Family Day at Thompson we hosted an Open House event, which drew over 1200 people. Participants were able to take part in a number of activities and programs. The variety of activities included dance, basketball, soccer, badminton, sportball, robotics, art, and face painting.
- Our TCA Youth Team hosted the Black-Tie Brunch: a Youth Week event geared towards celebrating Richmond youth through an affordable buffet-style brunch and hilarious entertainment by Tickle Me Pickle. In addition TCA hosted it’s 2<sup>nd</sup> annual Show Off Youth Skate Night, where skateboarders of all ages participated in a skate competition with great prizes, a BBQ, a live DJ and a graffiti art demonstration.
- Thompson’s Fitness staff team has been busy upgrading equipment in both the fitness centre and for the group fitness classes. The Fitness Centre has undergone a major upgrade as the out of date equipment has been replaced. The new equipment has a more compact

design and has created more space in the fitness centre. All of the new equipment has been well received by fitness and aerobics patrons.

### **Facility Projects**

- TCA Task Force committee worked with facilities to contract Heritage to complete the gym storage shelving project in the fall of 2013. The Task Force has also reviewed and supported submission of 2 project requests for 2014 1) fitness centre flooring 2) fitness centre office renovations.

### **Terra Nova Nature Preschool**

- The Nature Preschool idea was brought forward to TCA in the spring of 2013 by Emily Vera and Kate Nakata with the support of Parks staff. After several presentations and a thorough review of the proposed idea, at the December 10<sup>th</sup> TCA special meeting, a motion was approved to move forward with the TCA Terra Nova Nature Preschool. Richmond School Yard Society has agreed to be a supporting partner for the Nature Preschool. Alex and Sue will be busy in the New Year creating a plan of action to get things underway. Parks staff will update us on the Edwardian Cottage renovations.

### **Thompson Park**

- Back in June 2012, the Thompson Youth Park opened making for a very unique Richmond Park, which was specifically designed for youth and by youth in a youth involved consultation and design process.
- Phase 2 of the Thompson Youth Park was complete with the resurfacing work on the skate park in June 2013.
- Implementation for Phase 3 of the park has begun. In November 2013 Staff and TCA Parks and Task Force committee members met with Parks staff to review the plan and ask for feedback on park usage and play features.
- Jamie Esko (Parks Planner) and Jeff Cutler (Place to Space) are continuing to investigate a feature play structure. Jeff should have an updated site plan for the TCA parks task force committee by mid-January 2013. Phase 3 of the park will be complete in July 2014.

### **Parks and Recreation Services:**

#### **Fees and Charges**

- In November 2013, the Community Associations/Societies passed a 1-1.5% fee increase, effective January 1, 2013 for several seniors programs and the general sports program fee. Summer program fees will be reviewed in January 2014, allowing staff to evaluate this past programming season. Preschool and Out of School Care wages are currently being reviewed.

#### **The Job Evaluation Committee**

- Based on the committee's recommendation, the Associations did not implement a wage increase this past year. The committee is currently recruiting a few new association members and some staff members have changed as well.

#### **Move for Health Week**

- The City of Richmond celebrated World Move for Health Day (May 10) with a week long campaign to promote awareness of the benefits of healthy active living. This initiative was delivered in partnership with the Richmond School District, Vancouver Coastal Health, the Richmond Fitness and Wellness Association, the City's Community Association partners and local sports organizations.

### **My Health My Community Health Report**

- Staff attended a Health Presentation in May 2013. This was in follow up on Council's direction "to integrate the findings of the Healthy Richmond Survey with the goals and objectives of Council and 2013-2014 work plans. A number of workshops and presentations took place over the next few months, facilitated by Dr. James Lu and his Vancouver Coastal Health (VCH) team. <http://www.myhealthmycommunity.org/>.

### **Richmond Adopts Social Development Strategy**

- In September 2013, Richmond City Council approved a groundbreaking new Social Development Strategy, which will guide community social programs and policy for the next decade. Many of the strategic directions and suggested actions within the strategy will only enhance the many quality programs and services offered within Parks and Recreation.

### **Thompson Centre Staff**

Sue Varley	Area Coordinator
Alex Homeniuk	Community Facilities Coordinator
Blair Newstead	Community Facilities Coordinator
Lisa Kemp	Recreation Facilities Clerk
Aila Morris / Tim Coady	Recreation Leader
Horace Shay	Daytime Building Service Worker

### **Association Coordinators**

Roland Neville	Fitness Coordinator
Stefanie Tong	Preschool Coordinator
Gogo Lali	Youth Development Coordinator
Andrea Santos	Youth Development leader 3 – Pre Teen
Melissa Martin	Volunteer Coordinator
Andrea Heal	Seniors Coordinator
Liz Sjerdal	Book keeper
Helen Kwan	Supplies / Birthday Party Coordinator
Kayla Lim	Summer Coordinator
Janet Rogers	Aerobics Supervisor

### **Auxiliary Front Line Attendants**

Kerry Boneham	Debbie Piro	Kayla Lim	Sameer Janmohamed
Tim Coady	Helen Chiu	Stacey Bridal	Shaolin Rahman
Sasa Alamanos	Hayley Garic	Breanne Teranishi	Derek Yeung

Thank you to each of you for your contribution in providing quality programs, special events and services for our community!

Respectfully Submitted by:  
Sue Varley, Area Coordinator

**Thompson Community Association  
Volunteer Coordinator Report - Annual General Meeting**

2013 was another great year for Thompson's volunteer community. The diverse opportunities provided ensured that volunteers were able to find their perfect placement. The report below summarizes the many programs, services and events volunteers assisted with this year.

With the help of our 5 dedicated volunteers, our Tax Clinics had another great session in 2013. These volunteers put in a combined total of 102 hours and were able to assist approximately 195 members of our community. Another on-going initiative is our Snow Angels program where Thompson's volunteers shovel the walkways and/or driveways of elderly members of our community or persons with disabilities. We currently have 15 youth volunteers on our Snow Angels team. Unfortunately at our last snowfall, our volunteer's Criminal Record Checks had not come through yet. One fantastic volunteer – who also happens to be my father – helped me shovel 6 walkways/driveways for members of our community in need. Residents were greatly appreciative of these services. Over the summer, we also had our "Unlimited Summer Fun" volunteer team of 5 volunteers who volunteered for all of our free summer events such as Concerts in the Park, Outdoor Fitness, Free Park, and more. These volunteers put in 33 hours throughout the summer.

Thompson volunteers really get a chance to shine during our special events. Here are some volunteer statistics from our main special events this year:

<b>Family Day</b>	10 Volunteers	56 Volunteer Hours
<b>Kid's Only Swap Meet</b>	13 Volunteers	61.25 Volunteer Hours
<b>Easter Eggcitement</b>	12 Volunteers	48 Volunteer Hours
<b>Community Picnic</b>	7 Volunteers	38.5 Volunteer Hours
<b>Kid's Only Swap Meet</b>	6 Volunteers	31.5 Volunteer Hours
<b>Lantern Festival</b>	19 Volunteers	87.5 Volunteer Hours
<b>Breakfast with Santa</b>	37 Volunteers	190 Volunteer Hours

Apart from these statistics, we have also had volunteers assisting with a variety of other opportunities such as: Lantern Making, Craft Prep, Decorating the Centre, Supplies Clerk Assistance, and more. Perhaps one of the most popular volunteer opportunities has been the monthly Learn from a Youth – Technology Tutoring sessions. Each session has anywhere from 10 – 15 volunteers, most of whom volunteer for more than one session.

We also had a great team of volunteers for our daycamps this year – including March Break, Summer, and Winter Break. We had 12 volunteers completing a total of 265 hours for March Break, 31 volunteers completing 2759 hours in the summer, and 3 volunteers completing 75 hours for Winter Break. A few of volunteers were a part of all 3 daycamps and were stand-outs to the leaders. Hopefully they will be a part of our next generation of Thompson staff!

This year, we have also been able to explore volunteer-based partnerships with a variety of organizations include Touchstone's Restorative Justice Program, Vancouver Coastal Health's Mental Health Team, Howe Sound Rehabilitation Services, and a potential upcoming partnership with Developmental Disabilities Association.

Respectfully Submitted by: Melissa Martin, Volunteer Coordinator



**Box 36546 Seafair PO  
Richmond BC V7C 5M4**

[www.richmondartscouncil.org](http://www.richmondartscouncil.org)

**SUPPORTING THE ARTS,  
ARTISANS AND ARTISTS  
FOR OVER 43 YEARS!**

January 6<sup>th</sup> 2014

Thompson Community Association  
5151 Granville Ave  
Richmond BC V7C 1E6

Dear Association:

On behalf of the Community Arts Council of Richmond, (CACR), I would like to take this opportunity to express our thanks for the use of your facilities to stage our annual Midsummer Arts Dream Exhibition and Culture Days interactive event at your Community Center.

The Midsummer Art's Dream was a resounding success, from the opening reception to the final minutes of the show. This was due, in part, to the great location, the ample parking and the great weekend weather.

We were first dismayed by the change of venue for the basketball games, feeling we might not get the attendance anticipated due to the lack of a captive audience. However that was not the case, we had an amazing amount of people through, far exceeding our expectation and as an additional bonus, some of the artists were able to see their work!

The Culture Days event saw a doubling of the number of people attending, and again we believe this was due the location and space that Thompson afforded us. As you are aware, it is very difficult for non-profit groups, like the CACR, to find suitable space to hold events that are free to the public.

So, on behalf of the CACR, please accept our thanks for the use of your facility and the partnership that we have enjoyed. We look forward to working with you again in 2014.

Sincerely,

Michael Shirley – Secretary  
THE COMMUNITY ARTS COUNCIL OF RICHMOND



**THOMPSON COMMUNITY ASSOCIATION  
DIRECTOR AND DIRECTOR NOMINEE  
BIOGRAPHIES  
2013**

**Anar Aldina**

***Director***

Anar has been an active volunteer with the Thompson Community Association since 1990. For the past 2 years, Anar has served as the chairperson of the Fitness Committee and was a member of the Board of Directors from 1995 to 1999. Anar has received a Certificate in Residential Home Care Management and in Mental Healthcare and has also served as a member of the Community Living Advisory Council (Ministry of Children & Families).

**George Atkinson**

***Director***

George Atkinson moved to the Thompson area at eight. He grew up on Dover Road, married Yvonne, and they raised their family there. As a Dad, George began working with other local residents including Thompson's founder, Marg Zellweger, to address the need for recreation facilities for local children. George has been an active volunteer for the community association and the larger community for most of his life and has held a wide variety of posts including President of Thompson Community Association. He was a founder of Nibbles & Bites, was integral in getting the original building converted to recreation use as well as having the new building built. He is the father of two and grandfather of seven, all of whom have attended Thompson programs and events. George is a Life Member of the Association and is very active and committed to the Board.

**Jacqueline Cua**

***Director and Treasurer***

Jacqueline has been working as an accountant with a mid-sized public practice firm based in Vancouver since 2007. Her work is focused on providing assurance, accounting and tax services for various corporate and not-for-profit organizations, as well personal tax services to individuals. Previous to this, she worked as a customer service representative at a bank and toy store located in Richmond, while completing her business degree at UBC. Among the things she enjoys most about her current and previous jobs are the opportunities to meet people from different backgrounds, and share stories about their experiences and goals. Over the past few years, Jacqueline has volunteered in various tax clinics assisting in the preparation of tax returns for students and seniors. Going forward, she would love to have the opportunity to give back to her community by working with the Thompson Community Association in providing activities for children, youth, adults and seniors alike to get active and involved in community events.

**John Dumfries**

***Director***

John was born and raised in the lower mainland and has lived in Richmond since 2003. He has 15 years experience as a CGA in a variety of roles working in small businesses, public practice firms and regulatory agencies. In the summer of 2012 he started his own forensic accounting consulting firm. John volunteered for the Richmond Ozone during the 2010 Olympics and for the Nations Cup Soccer tournament in 2010 & 2011. He also publishes the newsletter and updates content on the website for the Vancouver chapter of the Association of Certified Fraud Examiners.

**Gerald Galasso**

***Director***

Gerry retired early and decided to give some of his time to the community. He started on the Thompson program committee and then chaired it. He then moved to being a director on the Thompson Board evolving to being the president for 3 years. He still remains a director and a member of the finance, marketing, and youth committees and now is a working member of the newly formed art committee. Gerry has attended many of the BCRPA conferences as a representative for Thompson. Gerry has spent 10 years volunteering with Richmond Emergency Services.

***Marion Gray  
Director***

Marion first became associated with Thompson through the programs it offered for her children. She was Thompson's part-time bookkeeper before becoming a Board member, 28 years ago. She immediately took on the job of Treasurer, and except for a few years, has continued in that position. As Treasurer, she chairs the Finance Committee. She has also chaired the Fitness Committee, sat on the Building Committee for the new building, and except for one year, has organized and managed the cash operation for Nibbles & Bites. Beyond Thompson, Marion provides bookkeeping services to several law firms in Richmond. Marion's motivation for volunteer work with Thompson is her belief that the community as a whole, and young people, in particular, can benefit greatly from the programs Thompson offers. Today, her grandchildren are beneficiaries!

***Lisa Kowan  
Director and Vice President***

Lisa Kowan has been a corporate/securities paralegal in downtown Vancouver for over 10 years focusing on TSX Venture and cross-border listed companies. Lisa also worked as the Corporate Secretary for a junior mineral resource company listed on the TSX Venture Exchange. Lisa has been a member of the Board of Directors of the Thompson Community Association since September 2007 and is currently the chair of the Program Committee and Special Events Committee and is a member of the Board and Volunteer Development Committee. Lisa began volunteering at Thompson in 2004 at Nibbles & Bites. Lisa was a volunteer Big Sister with Big Sisters of BC Lower Mainland for 9 years and was a member of the Big Sisters Development Committee for 3 years. Lisa is also a member of Volunteer Richmond where she has volunteered for Richmond events such as Winterfest and the O Zone and is currently a volunteer with Richmond Citizens Crime Watch.

**Angela Lim**  
***Director and President***

Angela Lim started her association with the Thompson community in 1991 where she worked as an attendant for the Center. Both her daughters are Rompers Preschool graduates and have attended many programs at Thompson and, following in their mother's footsteps, have also volunteered at the Community Centre themselves. Angela has been a member of the Board of Directors at Thompson Community Association for over 15 years and is currently the President of the Association. She enjoys volunteering and giving back to her community. Angela currently works as a Coordinator with Vancouver Coastal Health. Angela is also a member of Volunteer Richmond, to which she has volunteered with Winterfest and the Ozone during the 2010 Olympics.

**Wendy Leung**  
***Director***

Wendy has been a Richmond resident for close to two decades. She loves the environment, culture and the friendly people of the Thompson neighborhood. After spending some years building her career, she wants to spend some time to contribute the Community. Wendy graduated from Simon Fraser University with a Bachelor of Arts in Psychology. She is the holder of the Personal Financial Planner (PFP) designation and is now working towards her Accounting designation. Wendy has been working in a financial institution for past 12 years and would like to use her skills and experiences she acquired to serve the Community.

**Ann Reiner**  
***Director***

Ann has worked for many years as a pediatric physiotherapist, and currently works part time for the Vancouver Infant Development Program. She moved to Richmond with her husband Richard in 1994, and has been a member of the Program and Fitness Committees at Thompson Community Centre. In 2011 she was appointed to the Thompson Board and is currently chair of the Older Adults Advisory Committee. Ann also enjoys participating in the Richmond Photo Club and the Pathfinders Outdoor Club.

**Howard Smythe**  
***Director***

Howard is employed as a Senior Application Specialist in the Information Systems department with Industrial Alliance Pacific Insurance and Financial Services Inc. for more than 25 years. He is involved in a number of work related committees including the Occupational Safety and Health and Golf Committee. Howard is a longtime resident in the Thompson area and was actively involved in the Parent Advisory Councils at both Thompson Elementary and J.N Burnett Schools. In September 2007 Howard joined the Fitness Committee at Thompson Community Centre and in September of 2008 was appointed to the Board of Directors. He is currently the chair of the Art Committee and is a member of the Fitness, Marketing, Richmond Communities and Special Events committees. He is also involved with the Task Force. During the 2010 Winter Olympic Games he was a Protocol Officer for the City of Richmond. Howard also volunteers as an Ambassador at the Richmond Olympic Oval and continues to volunteer for other special events in Richmond throughout the year.



**Violet Smythe**  
***Director and Secretary***

Violet is employed as a Technologist in the BC Regional Office, Surveyor General Branch of Natural Resources Canada (28+ years). She is an active member of the Westcoast Calligraphy Society, Alphabeas Calligraphy Guild, Dogwood Decorative Artist Guild and the Community Arts of Council Richmond. Born in Vancouver, raised in New Westminster, she has lived in Richmond since 1983. For over 14 years she was involved with the Parent Advisory Councils for Thompson Elementary and J.N. Burnett High School. In September 2008 Violet joined the Thompson Community Association and sits on the Arts and Special Events Committees. In 2012 she was appointed to the Board of Directors of the Thompson Community Association. During the 2010 Vancouver Winter Olympics she volunteered as an Event Host with VANOC at the Richmond Olympic Oval and has volunteered for a number of community events through Volunteer Richmond. An artist at heart, she continues to take classes to develop her calligraphic arts, watercolour, acrylic, mixed media, collage and drawing. She teaches a number of adult classes in watercolour, lettering, card making, paste paper and stamp carving.

**Harry Wong**  
***Director***

Harry Wong is a retired federal civil servant. Upon retirement Harry quickly became involved with volunteering as a way of giving back to the society. Harry worked as a member of the Board of Directors for the Marpole Community Centre and took on the Vice President position in 2007. When Harry moved to Richmond he found that he wanted to be involved in the community and joined as a member of the Board of Directors of the Thompson Community Association in 2006. Harry enjoys working in various subcommittees and is always willing to lend a helping hand. Harry is also an active member of Volunteer Richmond and has put in many hours volunteering at the new Richmond Speed Skating Oval.