



**Victoria Disability
Resource Centre**

Promoting a new perspective on disability

817A Fort Street
Victoria, BC V8W 1H6
P: 250-595-0044 F: 250-595-1512
www.drcvictoria.com
www.ilcanada.ca

Victoria Disability Resource Centre's 34th Annual General Meeting

**Thursday, September 12, 2024 @ 6:30 PM – 7:45 PM
Via Zoom**

To join with your computer, tablet or smart phone, click this link:

<https://us02web.zoom.us/j/85727309475>

To join by telephone, call 1-778-907-2071 (or find your local number here:

<https://us02web.zoom.us/j/85727309475>) and use Meeting ID: 857 2730 9475

AGENDA

1. Welcome and Call to Order
2. Keynote Speaker – Michael Prince: Lansdowne Professor of Social Policy at UVic, political scientist, disability advocate, media pundit, award winning author.
3. Approval of 2024 Agenda
4. Approval of 2023 AGM Minutes
5. Year in Review:
 - a. Report from Chair of the Board
 - b. Report from the Executive Director
 - c. Report from the Treasurer
 - i. Approval of the 2024 Year End Financials
 - ii. Appointment of Accountant
6. Election of Board of Directors
 - a. Slate of Candidates for Re-Election
 - b. Slate of Candidates for Election
7. Adjournment



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Victoria Disability Resource Centre's 2023 Annual General Meeting

September 21, 2023 via Zoom

1. Welcome and Call to Order Welcome 6pm Call to Order 6:10pm
2. Guest speaker –Donna Jodhan, an author, advocate, sight loss coach, blogger, podcast commentator, and accessibility specialist.
3. Approval of Agenda

Amendment: Melanie Gold to item 5.3: Change “Appointment of Auditors” to
“Appointment of Accountants”

M: Heather Walkus

S: Gordon Rowell

Accepted by consensus.

4. Approval of 2022 AGM Minutes

M: Doug Copley

S: Melanie Gold

Accepted by consensus.

5. Year in Review:

- a. Report from Chair of the Board

M: Melanie Gold

S: Heather Walkus

Accepted by consensus

- b. Report from the Executive Director

M: Heather Walkus

S: Pat Danforth

Accepted by consensus

- c. Report from the Treasurer

- i. Approval of year end financials

M: Pat Danforth

S: Heather Walkus

Accepted by consensus

- ii. Appointment of Accountant Klompass & Rothwell

M: Heather Walkus

S: Pat Danforth

Accepted by consensus

6. Election of Board of Directors

a. Renewal of Terms for Current Members

i. Kim Donaldson

M: Melanie Gold

S: Pat Danforth

Accepted by consensus

ii. Jeremy Scott

M: Melanie Gold

S: Lynn Mullally

Accepted by consensus

b. Election of Slate of New Members

i. Gordon Rowell

M: Melanie Gold

S: Kim Donaldson

Accepted by consensus

ii. Carolynn Sheldrake

M: Melanie Gold

S: Pat Danforth

Accepted by consensus

Goodbye to David Hosking

7. Adjournment 7:18 pm

VICTORIA DISABILITY RESOURCE CENTRE

FINANCIAL STATEMENTS

MARCH 31, 2024

Klompas & Rothwell

CHARTERED PROFESSIONAL ACCOUNTANTS



Klompas & Rothwell

CHARTERED PROFESSIONAL ACCOUNTANTS

S.J. Rothwell, B.A., C.A., CPA
N.M. Klompas, B.Comm., C.A., CPA

#212 - 895 Fort Street
Victoria, BC V8W 1H7
Telephone: 250-384-7272
Fax: 250-384-7247

COMPILATION ENGAGEMENT REPORT

On the basis of information provided by management, we have compiled the statement of financial position of Victoria Disability Resource Centre as at March 31, 2024 and the statements of income and changes in net assets and cash flows for the year then ended, and Note 2, which describes the basis of accounting applied in the preparation of the compiled financial statements.

Management is responsible for the accompanying financial statements, including the accuracy and completeness of the underlying information used to compile it and the selection of the basis of accounting.

We performed this engagement in accordance with Canadian Standard on Related Services (CSRS) 4200, *Compilation Engagements*, which requires us to comply with relevant ethical requirements. Our responsibility is to assist management in the preparation of the financial information.

We have not performed an audit engagement or a review engagement, nor were we required to perform procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an audit opinion or a review conclusion, or provide any form of assurance on the financial information.

Readers are cautioned that the financial information may not be appropriate for their purposes.

August 20, 2024
Victoria, BC

Chartered Professional Accountants

VICTORIA DISABILITY RESOURCE CENTRE
STATEMENT OF FINANCIAL POSITION
MARCH 31, 2024

	<u>2024</u>	<u>2023</u>
<u>ASSETS</u>		
Current assets		
Cash (Note 3)	\$ 199,668	\$ 228,182
Accounts receivable	15,113	945
Inventory	8,487	6,187
Prepaid expenses	<u>2,938</u>	<u>3,510</u>
	226,206	238,824
Leaseholds improvements, furniture and equipment (Note 4)	<u>7,397</u>	<u>8,430</u>
Total assets	<u>\$ 233,603</u>	<u>\$ 247,254</u>
<u>LIABILITIES</u>		
Current liabilities		
Deferred revenue (Note 5)	\$ 85,244	\$ 93,623
Accounts payable and accrued charges	<u>19,825</u>	<u>16,242</u>
	105,069	109,865
Canada Emergency Business Loan	-	40,000
Net assets	<u>128,534</u>	<u>97,389</u>
Total liabilities and net assets	<u>\$ 233,603</u>	<u>\$ 247,254</u>

The accompanying notes form an integral part of these financial statements.

Approved by the Board:

 _____ Director

Melanie Gold _____ Director

VICTORIA DISABILITY RESOURCE CENTRE
STATEMENT OF OPERATIONS AND CHANGES IN NET ASSETS
YEAR ENDED MARCH 31, 2024

	<u>2024</u>	<u>2023</u>
Revenues		
Donations and fundraising	\$ 91,475	\$ 44,109
Office rentals	20,380	20,465
Gaming revenue	88,000	88,066
Grants	115,303	108,539
Parking permit sales	174,257	152,411
Miscellaneous	<u>23,020</u>	<u>4,343</u>
	<u>512,435</u>	<u>417,933</u>
Expenses		
Accounting and professional fees	16,426	21,677
Advertising and printing	9,653	3,314
Amortization	2,956	3,287
Bad debts	-	(9)
Honorariums	-	2,104
Insurance, licenses and dues	6,436	6,108
Interest and bank charges	4,103	4,301
In kind gaming expenses	39,680	-
Leases	-	3,899
Office	25,596	20,409
Parking permits	5,950	5,170
Program costs	-	7,512
Rent	111,234	104,155
Repairs and maintenance	10,693	5,784
Telephone and utilities	9,273	9,087
Travel	2,013	990
Wages and benefits	<u>237,277</u>	<u>241,454</u>
	<u>481,290</u>	<u>439,242</u>
Excess of revenues over expenses	31,145	(21,309)
Net assets, beginning of year	<u>97,389</u>	<u>118,698</u>
Net assets, end of year	<u>\$ 128,534</u>	<u>\$ 97,389</u>

The accompanying notes form an integral part of these financial statements.

Klompas & Rothwell

CHARTERED PROFESSIONAL ACCOUNTANTS

VICTORIA DISABILITY RESOURCE CENTRE
STATEMENT OF CASH FLOWS
YEAR ENDED MARCH 31, 2024

	<u>2024</u>	<u>2023</u>
Operating activities		
Excess of revenues over expenses	\$ 31,145	\$ (21,309)
Items not involving cash		
Amortization of leaseholds and equipment	<u>2,956</u>	<u>3,287</u>
	34,101	(18,022)
Cash (used in) provided by changes in non-cash working capital items, net		
Accounts receivable	(14,168)	(592)
Inventory	(2,300)	(4,518)
Prepaid expenses	572	750
Accounts payable	3,583	5,218
Deferred revenue	<u>(8,379)</u>	<u>(10,888)</u>
	<u>(20,692)</u>	<u>(10,030)</u>
Cash provided by operations	<u>13,409</u>	<u>(28,052)</u>
Financing activities		
Long-term debt repayment	<u>(40,000)</u>	<u>(20,000)</u>
Cash (used in) financing activities	<u>(40,000)</u>	<u>(20,000)</u>
Investing activities		
Purchase of equipment	<u>(1,923)</u>	<u>-</u>
Cash (used in) investing activities	<u>(1,923)</u>	<u>-</u>
(Decrease) in cash during the year	<u>(28,514)</u>	<u>(48,052)</u>
Cash position, beginning of year	<u>228,182</u>	<u>276,234</u>
Cash position, end of year	\$ <u>199,668</u>	\$ <u>228,182</u>

The accompanying notes form an integral part of these financial statements.

VICTORIA DISABILITY RESOURCE CENTRE
NOTES TO THE FINANCIAL STATEMENTS
MARCH 31, 2024

1. Purpose of the Society

The Victoria Disability Resource Centre (Society) is incorporated under the Society Act (British Columbia) and is a registered charity under the Income Tax Act. The Society is dedicated to facilitating self-determination of individuals with disabilities.

2. Significant accounting policies

These financial statements are prepared in accordance with Canadian generally accepted accounting principles for non-profit organizations.

Leasehold improvements, furniture and equipment:

Leasehold improvements, furniture and equipment are stated at cost and amortized at rates estimated to be sufficient to amortize the cost of the assets over their estimated useful life and the following annual rates and methods:

Computer equipment	3 years straight line
Furniture	5 years straight line
Leasehold improvements	10 years straight line

Revenue recognition:

The Society follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received if the amount can be reasonably estimated and collection is reasonably assured. Donations in kind are recorded at the estimated fair market value of the donation.

Measurement uncertainty:

The preparation of the financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. By their nature, these estimates are subject to measurement uncertainty and the effect on the financial statements of changes in such estimates in future periods could be significant.

3. Cash

Cash includes \$ 77,400 that is restricted to expenditures approved under the Direct Access Grants program of the B.C. Gaming Policy and Enforcement Branch.

The accompanying notes form an integral part of these financial statements.

Klompas & Rothwell

CHARTERED PROFESSIONAL ACCOUNTANTS

VICTORIA DISABILITY RESOURCE CENTRE
NOTES TO THE FINANCIAL STATEMENTS
MARCH 31, 2024

4. Leasehold improvements, furniture and equipment

	<u>Cost</u>	<u>Accumulated Depreciation</u>	<u>Net Book Value 2024</u>	<u>Net Book Value 2023</u>
Leasehold improvements	\$ 310,650	\$ 310,650	\$ -	\$ -
Furniture	20,960	17,990	2,970	3,712
Computer equipment	<u>42,989</u>	<u>38,562</u>	<u>4,427</u>	<u>4,718</u>
	\$ <u>374,599</u>	\$ <u>367,202</u>	\$ <u>7,397</u>	\$ <u>8,430</u>

5. Deferred revenue

Deferred revenue is related to the unexpended portion of grants received during the year. The amount is represented by the unused portion of the following grants:

B.C. Gaming	\$ 77,400
Victoria Foundation	5,500
VIHA Lead Program	1,000
Canada Organization of the Deaf and Deafblind	630
IL Canada	300
Walmart	<u>414</u>
	\$ <u>85,244</u>

6. Economic dependence

The Society received grants from various government agencies, which account for approximately 40% (2023: 47%) of its total revenues. Should these grants be eliminated, management is of the opinion that the Society's activities would be significantly affected.

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Slate of Candidates for Re-election

Douglas Copley (he/him)

Doug is the founder and owner of Copley Inclusive Solutions, a Universal Design and Accessibility Consulting company based in Victoria, BC. This follows over 25 years' experience in the construction industry. The experience and knowledge he has accumulated in both residential and commercial construction has proven to be valuable when assessing the pre-existing built environment and designing new builds to create meaningful access for people of all abilities. His drive to create accessibility for all stems from living with an invisible disability and being a father of children with disabilities.

Melanie Gold (she/her)

Melanie has been a dedicated Board Member with VDRC since 2021. She brings extensive experience in finance, communications, and accounting to the organization. Melanie holds a CPA designation and is currently advancing her professional career in the Public Health Sector. Growing up on Vancouver Island, Melanie has developed deep roots within the community. She is passionate about supporting those around her and advocates for healthy living.



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Slate of Candidates for Election

Jalisa Charles

Jalisa will be starting her second year of her Masters of Indigenous Governance at the University of Victoria in September 2024, after completing course work for her Certificate of Indigenous Nationhood in 2023/2024. Prior to starting grad school, Jalisa completed a Bachelor of Commerce, majoring in Marketing and minoring in Psychology, which contributed to her securing her previous employment. Jalisa spent the three years working at an Indigenous-led non-profit helping make STEM curriculum more accessible for Indigenous youth across Atlantic Canada. Through her time there, she stepped into a big sister role to help these youth navigate through a colonial academic system that was not designed for all. Her true passion for helping others started during this time when she realized the privilege she had and wanted to make sure others didn't have to go through adversaries alone.

In her free time, Jalisa spends most of her time beading and sewing for her small business because she has found having a creative outline has been beneficial for maintaining a balanced lifestyle. As of 2024, she has started committing her time to more volunteer positions throughout the City of Victoria to get more involved in the community. Jalisa hopes to continue breaking down barriers so more and more people can fully embrace their own capabilities. Jalisa is prepared to contribute to board effectiveness and drive sustainable growth by offering new perspectives and innovative solutions to reoccurring issues.

Majed El-Mohtadi

Majed is a dynamic and versatile strategist with over 20 years of experience in leading organizations to achieve excellence, profitability, and exceptional client service. Known for his hands-on leadership, Majed has an impressive track record that includes spearheading the restoration of Saudi Aramco after the 2012 cyberattack, securing a pivotal elevator installation contract for the Burj Khalifa in UAE, and founding East Gate Global, a company dedicated to empowering individuals with determination through assistive technology.

As the Managing Director of East Gate Global FZE in the UAE, Majed directed operations to provide high-quality mobility solutions that promote independence and inclusion for people with determination. His leadership at Elseco Elevator & Contracting LLC in the UAE saw him secure significant contracts, including one with the Burj Khalifa, while ensuring compliance with top-quality management systems.

Previously, as Senior General Manager at Abdulla Fouad Holding in Saudi Arabia, Majed played a crucial role in restoring Saudi Aramco's operations post-cyberattack and led a major workstation replacement program. His earlier career at Zamil Group saw him rise

from Marketing Manager to CEO, where he led strategic initiatives, including a joint venture between Zamil Holding and TATA group for Saudi Airlines.

Majed holds an MBA in Information Management from California State University, San Bernardino, and a Bachelor of Science in Information Systems from Azusa Pacific University, where he graduated Magna Cum Laude. He is now eager to share his extensive experience with high-potential organizations, offering his skills in leadership, strategic planning, and relationship building.