



CAMP DE JOUR
DORVAL
DAY CAMP

***Annual General Meeting of the Dorval Day Camp
April 06, 2016 – 7:00 PM
Sarto-Desnoyers Community Center***

Attendance and Quorum Verification

The president, Karen Bleakley, verified the attendance and confirmed quorum. Everyone received an agenda for the meeting, the 2015 AGM minutes and financial statements.

Reading and approval of the agenda

Motion to approve: Bernard Ouilmette, unanimous.

Reading of 2015 AGM minutes

Motion to approve: Mario Leveques, unanimous.

President Report (Karen Bleakley)

Introduction of 2015-2016 outgoing parent committee and thanking departing member(s).

Highlights of the 2015-2016 camp year

- Summer camp 70 campers a week @ SDCC and Dorval Elementary; Spring camp was full again at 50 campers with a variety of themes and activities.
- Two projects launched this year – Thoughtful Thursdays and plastic milk bags for Haiti. Both went extremely well, so we will continue them again this year.
- We changed our payroll service to PayWeb by Costco this year to reduce costs for better service.
- We renewed our partnership agreement with the City.
- I attended a workshop on the rights and autonomy of persons with a disability (Commissions des droits et de l'autonomie des personnes handicapées (CDAPH)), hosted by the City in March 2015, which led to us trying to fully comply with legislation. This put a financial strain on the camp. We increased our fund raising to try to compensate. The camp is run by a volunteer Parent Committee. We say this every year and yet continue to hear people saying that the City funds the camp. They do not. Our funding comes from registration fees, government grants, sponsors and the fund raising activities we do throughout the year. We did secure a one-time donation of \$8000 for the camp for this year only, because our budget was showing a large deficit for the coming year. We have had some feedback about the amount of fund raising, but this is necessary if we are to keep the fee increases as small as possible. All costs continue to rise, for programming, workshops, Friday lunches etc. We cannot continue to offer the same level of services without finding additional funding. We have met with the City on several occasions and will do so again after registration this year, to determine the best funding model for the camp going forward.

Camp 2016-2017

- This year, camp is being held at the SDCC for the entire summer, largely due to the unavailability of any of the local schools suitable for a camp. This is saving us from paying rent this year, but is not guaranteed to be the case in future years, something that will further strain our financial situation.
- Our staff are all fully DAFA trained. This training covers everything from first aid to animation.
- We are re-introducing DDC T-shirts for souvenirs & signing.
- Paint Nite fund raiser is on May 15th. Please encourage your friends and family to support your kids' camp by attending this fun event
- Many people *still* believe the City of Dorval *runs* this Camp. The Parent Committee runs this camp and it's a year-round second job. The DDC is essentially a small business. We are incorporated in the Province of Quebec. We have government forms to file every year. We run payroll the same as any small business. We hire staff and evaluate them. We maintain a website. We manage a budget and our annual financial statements are audited, as with any small business. All with volunteer labour. We are of



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course, a *non-profit* small business. We spend all of our revenue on our camp and on our children. I hope I haven't scared you off participating because we will be looking for three of you to join the Parent Committee this year, when we get to the election. As we mentioned in an email, we are looking for someone with bookkeeping/accounting skills, someone with web content skills and someone with grant/proposal writing skills.

- In conclusion, we are all looking forward to another great camp year at the DDC!

Treasurer's report

Cindy Yeh, Treasurer, presented the 2015 audited financial statements. At December 31, 2015, we had \$2060.73 in our bank account, as we have now consumed any prior year surplus. Our revenues for 2015 were \$132, 693.55, lower than the previous year, partly due to government grants that came in later than usual, only after our year-end. Our expenses were \$145, 314.78 which were higher than 2015 due to increased demand of special needs families and the need to hire additional companions. As a result, at the end of the year, we had a deficit of revenues of \$12, 621.23. We will continue to monitor our revenues and expenses diligently in 2016, as our financial situation is now strained. We will be meeting with the City of Dorval to discuss necessary changes to our operating and financial model.

Q: Why is the "Miscellaneous" amount so much more this year?

A: That reflects the government grant that was delayed this year. We did not receive it in this financial year, to the auditor put the amount as miscellaneous.

Motion to approve: Tina Nicholas, unanimous.

City representative report

Paula Chiarella, City of Dorval Liaison, thanked the outgoing committee for their work and dedication to the Dorval Day Camp and commented on how well run the camp is, due to the implication of the committee who are volunteer parents. She reminded the members that the DDC is an association that is separate from the City, is administered as a non-profit company by local parents and therefore without the implication of parents on the Board, the DDC would cease to exist. Paula closed by reminding parents that their children learn from watching their parents and by volunteering in their community, they are passing on invaluable life skills to their children for their future.

Questions and suggestions

Are the employees screened? Yes, all employees (monitors and daycare staff) with the Dorval Day Camp are screened. All volunteering committee members are screened as well.

Election of the Parent Committee 2016-2017

President – Karen Bleakley Vice-president – Janice Scrim Treasurer– Cindy Yeh Human Resources – Donovan McRae Payroll – Karen Hennessey Web site manager – Caroline LeBrun Fund raising – Carolina Acosta Translation & fund raising – Julie Binette Communication - Graeme Kerr Secretary – Chantale Lehoux	New members elected to the Parent Committee 2016-2017: Ayanna Durant - Web content Jessica Estrada - Treasurer / Payroll Trainee Guillermo Moreno - Web content Tina Nicholas – Treasurer / Payroll Trainee
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Motion to approve: Bernard Ouilmette, unanimous.

New business

Karen Bleakley gave the instructions for the registration process.



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Meeting adjournment and campers registrations

The meeting adjourned at 7:56 PM.

Motion to approve: Deborah Newman, unanimous.