

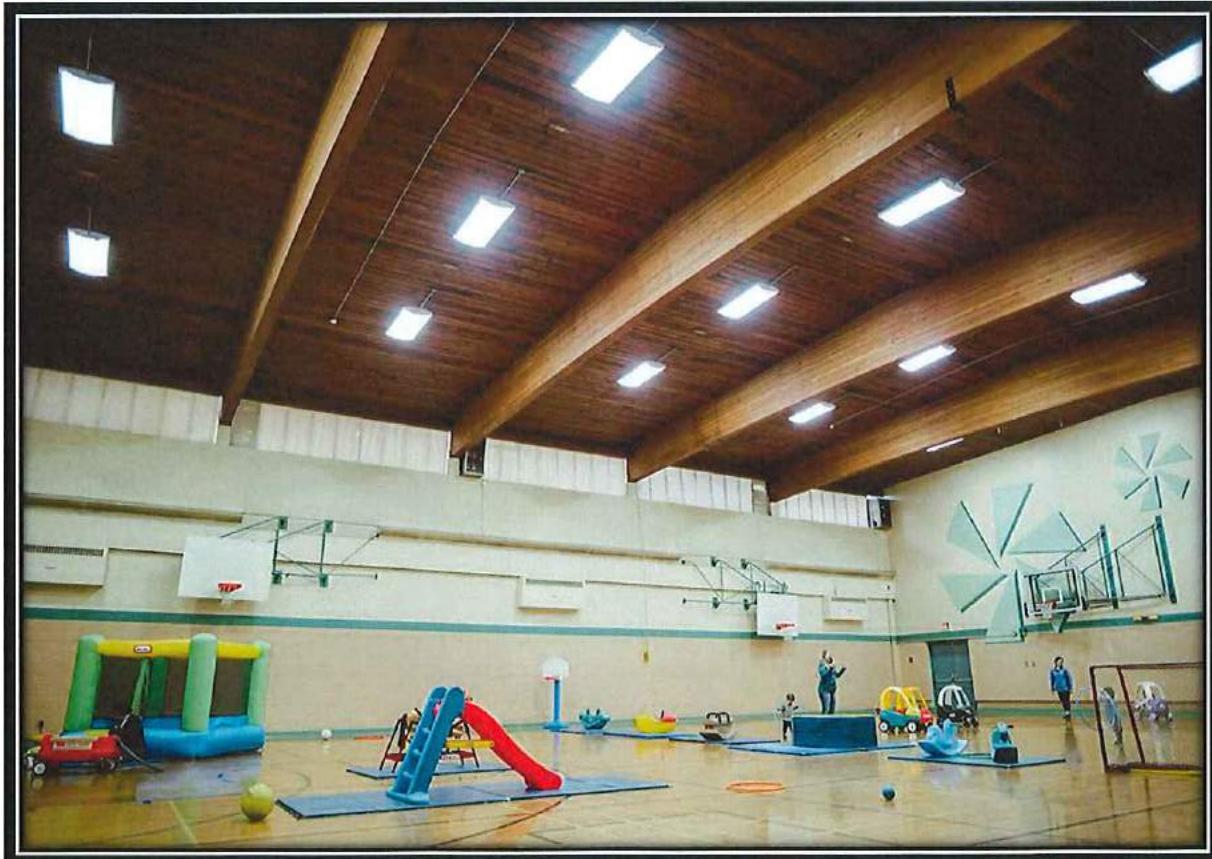


ANNUAL REPORT

For the year ending December 31, 2016

62nd Annual General Meeting held on Wednesday, April 26, 2017

Operated by the Dunbar Community Centre Association and the Board of
Parks and Recreation City of Vancouver, BC



Agenda

1. Call to Order and Welcome
2. Approval of Agenda
3. Circulation and Approval of the Minutes of the 61st Annual General Meeting held on April 27, 2016
4. Auditor's Report and Treasurer's Report – to approve the Financial Statements of the Association for the fiscal year ended December 31, 2016 and re-appoint Tomkins, Wozny Miller and Company, the auditor for the Association.
5. President's Report
6. Staff Reports:
 - i. Community Recreation Supervisor's Report
 - ii. Preschool and Children's Programs
 - iii. Adults and Senior's Programs
 - iv. Community Youth Worker
 - v. Volunteers
7. Committee Reports:
 - i. Nominating Committee Report and elect the slate of Directors for the next term of service
 - ii. Programming Committee Report
 - iii. Governance Report
 - iv. Facilities Committee Report
 - v. Communications and Marketing Committee Report
 - vi. Special Events Report
8. Dunbar Memorial Preschool Report
9. Adjournment

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62nd Annual General Meeting 2016 Board of Directors

President: Gerry Massing

Vice-President: Kathy Mullen
Jane Ingman Baker

Treasurer: Brian Crowther

Secretary: Kathy Mullen
Jonathan Weisman

Directors: Trusha Desai (resigned April 27, 2016)
Peggy Griesdale
John Halldorson
Bill Hooker
Ann Knapp
Lockie Mullany (resigned April 27, 2016)
Colleen McGuinness
Elisabeth van Assum
Jonathan Weisman
Christina Yan-Lee



Missing from photo: Jonathan Weisman

Draft Minutes of the 61st Annual General Meeting of the Dunbar Community Centre Association

Held at 8:00pm on Wednesday, April 26, 2016 at the Dunbar Community Centre

1. Call to Order and Welcome

A quorum being present, Gerry Massing opened the meeting at 8:10pm.

2. Approval of Agenda

It was MOVED by Jane Ingman Baker and SECONDED by Bill Hooker TO approve the Agenda.
MOTION CARRIED.

3. Approval of the Minutes of the 60th Annual General Meeting

It was MOVED by Jane Ingman Baker and SECONDED by John Halldorson to approve the minutes of the 60th Annual General Meeting. **MOTION CARRIED.**

4. Auditor's Report

Mr. Erik Allas, the Association's auditor and Partner at Tomkins, Wozny, Miller & Company was in attendance to present the 2015 audited financial statements. The 2015 Audited Financial Statements are included in the Annual Report.

It was MOVED by Jane Ingman Baker and SECONDED by Brian Crowther to approve the 2015 Audited Financial Statements. **MOTION CARRIED.**

It was MOVED by Brian Crowther and SECONDED by Jane Ingman Baker TO reappoint Tomkins, Wozny, Miller & Company for the fiscal year ending December 31, 2016. **MOTION CARRIED.**

5. President's Report

Mr. Massing thanked everyone for their hard work and efforts in getting through the changes this past year and thanked all current and retiring Board Members for their contributions. The Board continues to strive to ensure we are maintaining a sustainable and successful business that provides services for members of the community.

Mr. Massing advised that JOA negotiations have stalled since July 2014 and the Park Board is currently presenting an opportunity for discussions.

Gerry Massing's President's Report is included in the Annual Report.

6. Staff and Committee Reports

Staff and Committee reports are included in the Annual Report.

Jane Ingman Baker spoke to her report and particularly thank staff for the huge amount of extra effort, collaboration and cooperation during this past challenging year. There has been increased attendance at the Centre and we hope to return it to a more active and community focused place.

7. Nominating Committee Report

The following candidates are nominated for election to the Board of Directors of the Dunbar Community Centre Association:

Gerald Massing
Kathy Mullen
Jane Ingman Baker
Brian Crowther
Elisabeth van Assum
John Halldorson
Colleen McGuinness

It was MOVED by Bill Hooker and SECONDED by Christina Yan-Lee TO accept Board Member candidates by acclamation. MOTION CARRIED.

8. Governance

It was MOVED by Jane Ingman Baker and SECONDED by Ann Knapp TO amend the Bylaws of the Dunbar Community Centre Association as proposed by the Board. MOTION CARRIED.

9. Other Business

Jane presented a motion regarding negotiations with the City.

It was MOVED by John Halldorson and SECONDED by Ann Knapp THAT the Board of Directors of the Dunbar Community Centre Association is authorized to enter into a new Joint Operating Agreement, accept amendments to the Current Joint Operating Agreement or enter into another form of operating agreement with the Park Board. MOTION CARRIED.

Bill Hooker commended the format of the Annual Report this year, which included community photos.

10. Adjournment

It was MOVED by Jane Ingman Baker and SECONDED by John Halldorson that the Annual General Meeting be adjourned. MOTION CARRIED.

The meeting adjourned at 8:37pm.

Dunbar Community Centre Association AGM Reports

President's Report – Gerry Massing

I am pleased to announce that the Dunbar Community Centre Association has had another successful year. The year was one that involved significant changes in personnel and efforts by all involved to increase the programs and services offered at the Centre. The year end financial results were better than anticipated in the budget. We budgeted for an operating loss but actually had a small gain. Thank you to Park Board staff, Association staff and volunteers for working hard to bring new programs and services and find operational efficiencies and for the members and users we serve for their continued support. That good news must be tempered by the fact that some expenses will increase under the proposed new Joint Operating Agreement if approved. These additional expenses would have generated a loss if they were in place last year. Concurrent with that financial health the response we have had from our community through the year reflects continued enjoyment of the social, recreational, educational and fitness activities here at the Centre.

We started the year with a new CRS and continued the year with two new programmers, new front desk staff to greet and assist you and new technical staff to keep the Centre operating and attractive. Thank you to them all. The exterior and interior of the Centre were painted, renovations made to the lobby floor and new furniture added in the main lobby, upstairs lobby and hallway. The addition of television screens showing events and schedules in the lobby display program and event news. All helped to make the physical environment more appealing and useful.

The Board worked with DEEP and with Hives for Humanity to expand community services in the Centre. Three artists provided colour, activity, education and enthusiasm at the Centre and at our special events throughout the year. Several lecture series with the help of faculty of Langara College and specialist presenters proved to be popular programs through the year. Creative weaving programs in the lobby added action and education and energy to the lobby space. Additional “furniture” in the lobby provide activities for our very young members and we opened an activity room for youth, teens and adults just off the lobby. We cleaned and tidied the Centre generally. Specifically the pottery studio was cleaned up and the program reinvigorated. We have also started the process of examining space usage and exploring the feasibility of upgrading the kitchens to expand programing or service options.

From an administrative perspective we amended the Association's by-laws and continue to do so to comply with changes in the governing legislation and improve our business performance. Committee mandates were reviewed and refreshed. Some staff training and board member training was provided. We have begun work on refreshing our engagement with other community organizations.

At the time of this writing the process of attempting to improve the relationship between the Vancouver Board of Parks and Recreation and our board continues. The end of 2016 saw the conclusion of a several month long consultation process between community centre associations and Park Board. Park Board meetings to finalise the process have continued into 2017 and are presently ongoing. We will share the results when they occur on our website and in our newsletters.

Finally, thank you to my co-Directors who are all volunteers and who have contributed enormous amounts of time and energy to making Dunbar Community Centre an active and welcoming part of the community of Dunbar.

We look forward to continuing to work with you and for you.



Audited Financial Statements

The audited financial statements, prepared by Tomkins, Wozny, Miller & Co. are attached.

FINANCIAL STATEMENTS

**DUNBAR COMMUNITY CENTRE
ASSOCIATION**

December 31, 2016

TOMPKINS, WOZNY, MILLER & Co.
Chartered Professional Accountants

A partnership of incorporated professionals.

INDEPENDENT AUDITOR'S REPORT

To the Members of
Dunbar Community Centre Association

Report on the Financial Statements

We have audited the accompanying financial statements of Dunbar Community Centre Association which comprise the statement of financial position as at December 31, 2016, and the statements of changes in net assets, operations and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Association's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Dunbar Community Centre Association as at December 31, 2016, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Report on Other Legal and Regulatory Requirements

As required by the British Columbia Societies Act, we report that the accounting principles used in these financial statements have been applied on a basis consistent with that of the preceding year.



Vancouver, Canada
April 12, 2017

Chartered Professional Accountants

Dunbar Community Centre Association

STATEMENT OF FINANCIAL POSITION

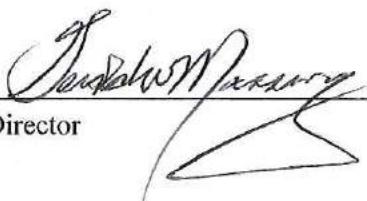
As at December 31

	2016	2015
	\$	\$
ASSETS		
Current		
Cash	76,915	207,540
Short-term investments [note 4(i)]	555,151	1,214,395
Accounts receivable [note 3]	30,796	25,777
Prepaid expenses	18,535	17,618
Total current assets	681,397	1,465,330
Long-term investment [note 4(ii)]	760,000	—
Property and equipment [note 5]	109,216	89,775
	1,550,613	1,555,105
LIABILITIES AND NET ASSETS		
Current liabilities		
Accounts payable and accruals [note 6]	65,143	88,952
Deferred revenue	89,299	91,645
Total current liabilities	154,442	180,597
Deferred contributions related to property and equipment [note 7]	2,800	3,150
Total liabilities	157,242	183,747
Net assets		
Invested in property and equipment	106,416	86,625
Internally restricted [note 8]	1,106,356	1,106,356
Unrestricted	180,599	178,377
Total net assets	1,393,371	1,371,358
	1,550,613	1,555,105

See accompanying notes to the financial statements

On behalf of the Board:


B. Howlett
Director


D. Wozny
Director

Dunbar Community Centre Association

STATEMENT OF CHANGES IN NET ASSETS

Year ended December 31

	Invested in Property & Equipment \$	Internally Restricted \$	Un- restricted \$	Total \$
<i>[Note 8]</i>				
2016				
Balance, beginning of year	86,625	1,106,356	178,377	1,371,358
Revenues over (under) expenses	(26,694)	—	48,707	22,013
Investment in property and equipment	46,485	—	(46,485)	—
Balance, end of year	106,416	1,106,356	180,599	1,393,371
2015				
Balance, beginning of year	101,707	1,106,356	200,000	1,408,063
Revenue under expenses	(18,598)	—	(18,107)	(36,705)
Investment in property and equipment	3,516	—	(3,516)	—
Balance, end of year	86,625	1,106,356	178,377	1,371,358

The allocation of the revenue over (under) expenses for the year to net assets invested in property & equipment is determined as follows:

	2016	2015
	\$	\$
Amortization of deferred contributions relating to capital assets <i>[note 7]</i>	350	350
Amortization of capital assets	(27,044)	(18,948)
	(26,694)	(18,598)

See accompanying notes to the financial statements

Dunbar Community Centre Association

STATEMENT OF OPERATIONS

Year ended December 31

	2016 \$	2015 \$
REVENUES		
Program operations [<i>schedule</i>]	802,639	777,650
Room rental	31,328	33,527
Interest	15,803	23,282
Special needs	12,015	7,442
Childminding	5,595	6,012
Vending and other	3,158	2,809
Memberships	—	53
	870,538	850,775
EXPENSES		
Program operations [<i>schedule</i>]	505,382	539,423
Group One wages	127,936	145,903
Advertising and brochures	55,998	55,685
Office staffing	47,687	34,891
Office and other	34,063	41,895
Amortization of property and equipment	27,044	18,948
Bank and credit card charges	15,372	20,169
Professional	14,521	14,652
Facilities maintenance	10,066	9,193
Special needs	9,805	5,578
Initiatives	651	1,143
	848,525	887,480
Revenues over (under) expenses for the year	22,013	(36,705)

See accompanying notes to the financial statements

STATEMENT OF CASH FLOWS

Year ended December 31

	2016 \$	2015 \$
OPERATING ACTIVITIES		
Revenues over (under) expenses for the year	22,013	(36,705)
Items not affecting cash		
Amortization of property and equipment	27,044	18,948
Amortization of deferred contributions related to property and equipment	(350)	(350)
Changes in non-cash working capital items		
Accounts receivable	(5,019)	40,610
Prepaid expenses	(917)	(2,271)
Accounts payable and accruals	(23,809)	(236)
Deferred revenue	(2,346)	(3,779)
Cash provided by operating activities	16,616	16,217
INVESTING ACTIVITIES		
Acquisition of property and equipment	(46,485)	(3,516)
Acquisition of short-term and long-term investments	(100,756)	(16,660)
Cash used in investing activities	(147,241)	(20,176)
Decrease in cash for the year	(130,625)	(3,959)
Cash, beginning of year	207,540	211,499
Cash, end of year	76,915	207,540

See accompanying notes to the financial statements

NOTES TO FINANCIAL STATEMENTS

December 31, 2016

1. PURPOSE OF THE ASSOCIATION

Dunbar Community Centre Association (the "Association"), incorporated under the British Columbia Societies Act, is a not-for-profit organization and a registered charity. The Association is exempt from income taxes. The objectives of the Association are to provide affordable and quality facilities and programming to meet the diverse needs of the people of the Dunbar Community and to encourage community use and participation of the Dunbar Community Centre. The Association carries out these objectives through the operation of the Dunbar Community Centre pursuant to a Joint Operating Agreement ("JOA") with the City of Vancouver Board of Parks and Recreation ("Vancouver Park Board").

The Vancouver Park Board has provided a unilateral proposal to each of the community associations, including the Association, which would fundamentally alter the roles and responsibilities of the Association. Pursuant to this proposal, the Vancouver Park Board is negotiating a new JOA with a group of the community associations, including the Association. The impact of any new JOA on the operations and financial statements of the Association as a result of these negotiations is currently undetermined.

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 ASNPO 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 expenses 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 capital assets and the determination of the deferred portion of revenue. Actual results could differ from these estimates.

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 expenses are incurred. 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.

NOTES TO FINANCIAL STATEMENTS

December 31, 2016

2. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

Revenue from other sources is recognized when the respective program or service is provided.

Unrestricted investment income is recognized as revenue in accordance with the terms of the underlying investment, which in the case of interest, is generally with the passage of time.

Use of the Dunbar Community Centre and the Providing of Operating Expenses

Use of the Dunbar Community Centre premises as well as the providing of certain operating expenses, such as various staffing costs, are provided to the Association pursuant to a joint operating agreement with the Vancouver Park Board. The value of the use of the Dunbar Community Centre 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.

Financial assets measured at amortized cost include cash, accounts receivable, short and long-term investments (guaranteed investment certificates and term deposits).

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.

Cash

Cash is defined as cash on hand and cash on deposit, net of cheques issued and outstanding at the year-end.

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.

NOTES TO FINANCIAL STATEMENTS

December 31, 2016

2. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

Property and Equipment

Property and equipment is recorded at cost, less accumulated amortization, at the following rates:

▪ Association premises	20 years	- Straight-line
▪ Computer equipment	5 years	- Straight-line
▪ Web design	3 years	- Straight-line
▪ Furniture and equipment	20%	- Declining balance

3. ACCOUNTS RECEIVABLE

	2016	2015
	\$	\$
Operations	19,455	12,857
Interest	10,603	12,920
Government receivable - GST	738	—
	<u>30,796</u>	<u>25,777</u>
Allowance for doubtful accounts	—	—
	<u>30,796</u>	<u>25,777</u>

4. INVESTMENTS

i) Short-term investments consist of the following:

	2016	2015
	\$	\$
Guaranteed investment certificates	252,735	252,735
Term deposits	302,416	961,660
	<u>555,151</u>	<u>1,214,395</u>

The short-term investments have interest rates varying from 0.90% to 1.70%. Maturity dates vary from July 2017 to December 2017.

ii) Long-term investments consist of the following:

	2016	2015
	\$	\$
Term deposits	760,000	—
	<u>760,000</u>	<u>—</u>

The long-term investments have interest rates varying from 1.45% to 2.20%. Maturity dates vary from July 2018 to July 2019.

NOTES TO FINANCIAL STATEMENTS

December 31, 2016

5. PROPERTY AND EQUIPMENT

	Cost \$	Accumulated Amortization \$	Net Book Value \$
2016			
Association premises	157,109	119,560	37,549
Computer equipment	1,237	445	792
Web design	7,816	2,579	5,237
Furniture and equipment	418,536	352,898	65,638
	584,698	475,482	109,216
2015			
Association premises	157,109	111,705	45,404
Computer equipment	1,237	247	990
Furniture and equipment	379,869	336,488	43,381
	538,215	448,440	89,775

6. ACCOUNTS PAYABLE AND ACCRUALS

	2016 \$	2015 \$
Operations	17,846	30,861
Vancouver Park Board	46,558	54,866
Government remittances - payroll	739	1,485
- GST	—	1,740
	65,143	88,952

7. DEFERRED CONTRIBUTIONS RELATED TO PROPERTY AND EQUIPMENT

Deferred contributions related to property and equipment represent the unamortized portion of restricted contributions with which property and equipment was acquired. The balance in the account is as follows:

	2016 \$	2015 \$
Balance, beginning of year	3,150	3,500
Less: Amount amortized to revenue	(350)	(350)
Balance, end of year	2,800	3,150

NOTES TO FINANCIAL STATEMENTS

December 31, 2016

8. INTERNALLY RESTRICTED NET ASSETS

The Association has internally restricted the following amounts:

	Programming & Community Outreach	Property & Equipment	Building Improvements	Totals
	\$	\$	\$	\$
2016				
Balance, beginning of year	300,000	500,000	306,356	1,106,356
Restricted (unrestricted) during the year	—	—	—	—
Balance, end of year	300,000	500,000	306,356	1,106,356
2015				
Balance, beginning of year	300,000	500,000	306,356	1,106,356
Restricted (unrestricted) during the year	—	—	—	—
Balance, end of year	300,000	500,000	306,356	1,106,356

9. 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 December 31, 2016.

Credit Risk

The Association is exposed to credit risk with respect to its bank deposits, accounts receivable and short and long-term investments. The Association assesses, on a continuous basis, accounts receivable on the basis of amounts it is virtually certain to receive and investments are invested with a large financial institution.

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

The Association is exposed to interest rate risk on its short and long-term investments in so far that the initial rate may be higher than the current interest rate obtained on maturity and renewal.

SCHEDULE OF PROGRAM OPERATIONS

December 31, 2016

	2016			2015		
	Revenues \$	Expenses \$	Net Income (loss) \$	Revenues \$	Expenses \$	Net Income (loss) \$
Preschool	158,257	94,862	63,395	162,593	93,525	69,068
Children	132,873	86,591	46,282	123,772	82,999	40,773
Youth	10,695	12,919	(2,224)	14,542	16,512	(1,970)
Adult	232,566	103,033	129,533	144,533	66,202	78,331
Senior	64,309	44,578	19,731	51,203	24,811	26,392
Fitness	85,183	69,384	15,799	147,264	112,940	34,324
Special events	34,297	21,720	12,577	36,436	36,203	233
Summer	84,459	72,295	12,164	97,307	106,231	(8,924)
	802,639	505,382	297,257	777,650	539,423	238,227

See accompanying notes to the financial statements

Staff Reports

Community Recreation Supervisor's Report

Kristi Douglas

In January 2016, I moved to Dunbar Community Centre as the new Recreation Supervisor. This has been a busy and successful year full of facility improvements, staffing changes and many new programs and exciting special events.

Personnel

This was a time of continued change at Dunbar with staff movement in various positions.

We welcomed back Sophie Noel (Recreation Programmer I) from her maternity leave in January. Sophie was the successful candidate for a Recreation Programmer II position and moved on to Killarney Community Centre in June. I would like to thank her for her great work at Dunbar!

Through a city-wide recruitment process, two new Recreation Programmer II's were hired into the vacant positions at Dunbar: Brittany Walsh and Roy Liu. Brittany took over the preschool/children's portfolio in June and Roy took over the adult/senior's portfolio in July. Brittany and Roy have worked at various community centres around the City and bring with them new energy and ideas to Dunbar. In the short time they have been at the centre, they have already added many new programs to our seasonal offerings.

With the Dunbar Community Centre Association's (CCA) support, we hired Krissy Golin into an auxiliary Program Assistant III role in September. Krissy was instrumental in planning and implementing various special events this past fall including the Dunbar Craft Fair, the annual tree lighting and Breakfast with Santa.

In September, we hosted the first all staff in-service that had been held in many years. The in-service allowed for the entire staff team to come together and learn about emergency procedures, office policies, as well as do some exercises in team values. The staff team determined five key values: respect, support, positivity, engagement and working hard while

also having fun. These values will guide us through our interactions with each other as well as the work we do for the public.

In November, long-time Utility Maintenance Worker (UMW) Steve Funk retired after 27 years of service at Dunbar Community Centre and a total of 41 years of service with the City of Vancouver. We will miss his knowledge of the building and its operation and thank him for



his commitment to ensure our patrons have a positive recreation experience.

In December, the Dunbar CCA hosted a wonderful Christmas party where Board members, staff and instructors came together to celebrate the successes of the year. This opportunity allowed many to meet each other for the first time and has been a great basis to build new relationships at Dunbar.

Facility

This year we were able to accomplish many facility improvements at the community centre. I want to thank the Facilities Committee for their energy and enthusiasm towards these projects as well as the Park Board trades for their hard work.

Over the summer, the exterior of the entire building was painted which brought a more modern look to the Dunbar community. Throughout the fall, painting was done in the lobby, many of the rooms in the centre, as well as the washrooms.

Digital cubes were installed on the mounted TVs in the lobby and staff worked to create advertisements for programs and events happening at the community centre.

A children's play space was created under the stairs in the main lobby with toys and games for our youngest patrons to enjoy. It has been a popular place with many visitors!

Our new games room was opened in December and allows the public to enjoy table tennis, foosball and pool. This is a great space that will encourage patrons to come to the centre and enjoy some social recreation time. I would like to thank Gogo Lalli (Community Youth Worker) and the Dunbar Youth Council for their work on organizing this space as well as the grand opening in December.



Other facility improvements include: organizing a dumpster day to get rid of old and broken equipment, updates to the pottery studio, new front desk chairs and carpets for the staff offices, moving to a new VOIP phone system, a new flow metre for the whirlpool, hand dryers for the main floor washrooms and a cage for the garbage totes and cardboard recycling bin.

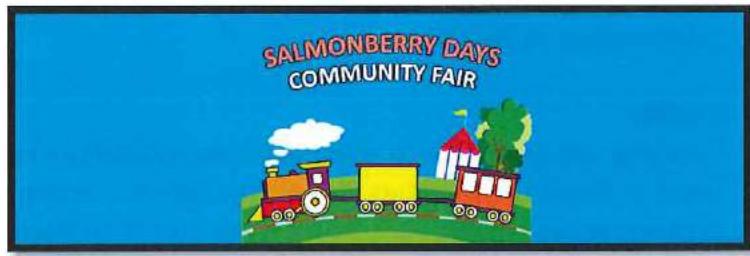
We will continue in 2017 to work to improve the centre and offer a welcoming environment for patrons.

Programs & Events

I have enjoyed experiencing a full year of events at Dunbar and having the opportunity to meet community members at two of our signature annual events, the Salmonberry Days Fair and the Dunbar Craft Fair.

Salmonberry Days Fair was held on Sunday, May 29 and was a fun-filled day of carnival games, food, arts & crafts, entertainment and much more. Over 2000 people enjoyed the event and I thank

the Dunbar CCA Board for their support as well as the staff team's hard work on the day.



The annual Dunbar Craft Fair was held on Saturday, November 26 and showcased over 150 vendors with various items for sale from knitted goods to food items. Dunbar Community Centre was transformed into a holiday wonderland with decorations, music, food and of course plenty of shopping. Both community members and the public from all over Metro Vancouver enjoy this annual event and I look forward to the 35th annual Dunbar Craft Fair in 2017!

Overall, I would like to thank the Board of Directors for their support this year as I took on this new role as well as the staff team for their hard work and dedication to Dunbar Community Centre!

Respectfully submitted,
Kristi Douglas
Community Recreation Supervisor

Preschool and Children's Programs

Brittany Walsh

This past year has been busy with offering new and exciting programs and activities each season in the Preschool and Children's area. We

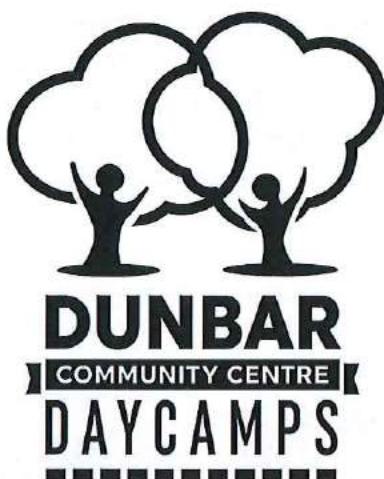


are constantly striving to offer high quality recreation and a variety of different programs to meet the needs of community and give them a chance to try something new. Some of the new programs we have tried this year include; multiple pottery classes, Craft Time in the Lobby, Professional Day Camps, Drama, Video Game Design, and much more.

Using other networks to promote our programs and services is something we are always working on. Currently we are promoting programs

through our seasonal brochure, social media (Facebook, Instagram, and Twitter), our in-house TV's, e-newsletter, reader board, posters, and flyers. We have also been working with the library, local businesses and reaching out to schools in the area. It is important to build positive relationships with these networks in order to work together, share ideas and talk

about any trends that we see in the community. A seasonal program evaluation is something we have implemented with the help of our instructors. We are always looking for feedback from patrons to improve what we are doing



in our current programming.



Our Adventurers Summer Day Camps for children ages 6-12 was very successful. Our day camp team worked really hard to provide an exciting summer for the kids by planning a variety of different activities for them. They created a safe, fun, and inclusive environment for all the kids to have the best summer.

Brittany Walsh
Recreation Programmer – Preschool/Children
Dunbar Community Centre

Adults/Seniors Programmer

Roy Liu

2016 has been a busy year which saw a few changes to the Adults/Seniors Recreation Programmer position, with the position expanded to oversee the Group Fitness programs, as well some of the special events.

Even though there were several transitions with core personnel this year, the staff had been working hard to offer some new and exciting programs and activities. Our Adults, Seniors, and Group Fitness programs have

grown
from
2015,

with a great variety of new programs, in addition to the returning programs, meeting the needs of the community. We also evaluated our programs this year to determine if they are properly serving our community. One of the results of this was the closing of the Dark Room and its programs (last day was Dec 23, 2016). In the past years, the Dark Room has served some in the photographic community, but its interests and numbers were very low and financially inadequate. We continue to look for feedback

from patrons, staff and instructors to improve our programs to serve our ever changing community.

We have also started to build more partnerships in the community. One such new partnership this year was Save-On-Foods (Dunbar), who donated thousands of dollars worth of food and supplies to our special events (Craft Fair and Breakfast with Santa), in support of the community. In addition to Save-On, we extend thanks to Blight's Home Hardware, Dunbar Dental Centre, Blaq Sheep Coffee and Waves Coffee. We thank all the community partner organizations who continue to support us, and look forward to building more partnerships with other organizations to help this community and the Centre grow stronger.

Roy Liu
Recreation Programmer II
Dunbar Community Centre



Community Youth Worker

Gogo Lalli

2016 was a year of exciting changes for youth at Dunbar. Youth Groups focused their efforts toward the design and proposal of a Games Room, as well as offered support at several of Dunbar's annual community events.

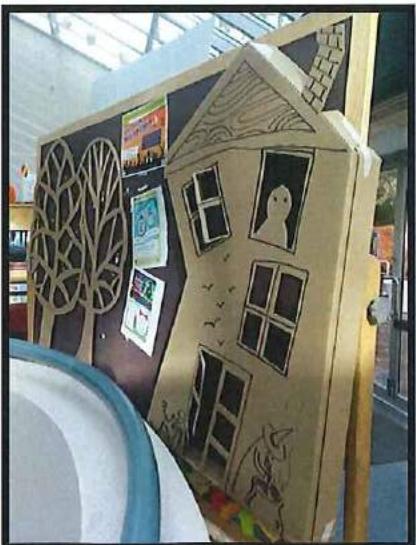


Vancouver's annual citywide Youth Week celebration at Creekside Community Centre. Over 20 Dunbar youth, along with youth from across the city, volunteered their time in putting on a successful event. Dunbar youth also lent a helping hand to Dunbar's annual Salmonberry Days, by volunteering to oversee event day waste management.

Summer 2016

Dunbar's Community Youth Worker led two weeks of Leadership

Training at full capacity. Youth in the program received training on leadership development including goal setting, confidence building, teambuilding and communication.



Fall 2016

Throughout the fall season, youth from groups volunteered to help out at community events including Harvest Festival, Craft Fair and Breakfast with Santa. They also did away with their traditional Halloween Haunted House, in place of a family-friendly indoor Trick for a Treat, which turned out to be quite successful. Finally, in December, the Youth Group

Winter 2016

The Community Youth Worker worked with the Dunbar youth group in coming up with a Games Room proposal to present to the DCCA. This group worked collectively to come up with an ideal design that would serve all users of the facility, and hopefully attract and welcome youth social recreation at the Centre.

Spring 2016

Over spring, youth groups focused on



celebrated the opening of the Games Room with a Banana Split Bar and free-for-all games night.

Special thanks to the Dunbar Community Centre Association for supporting growth in the youth area through provisions of space and funding. Your generosity continues to be valued and highly appreciated.

Gogo Lalli
Community Youth Worker
Dunbar Community Centre

Volunteers

Krissy Golin

Our volunteers contributed greatly to our events and activities this past year. In the latter part of 2016, Krissy Golin took over the coordination of Volunteers.

Fall 2016 Volunteers

During the Fall season we had over 50 volunteers assist throughout our special events. Signup.com was used to request volunteers help, which was easy to use and a great way to communicate with volunteers. The Fall special events included Harvest Fest, The Big Draw, Decorating for Christmas, Craft Fair postcard distribution in the neighbourhood, the 34th Annual Craft Fair and Breakfast with Santa. There was never an event in the Fall where we were short volunteers, except for the 7:30 AM shift on the day of the Craft Fair (which we will not be continuing for 2017, as extra help is not provided at other craft fairs and it is very difficult to request volunteers at this time). Highlights included volunteers on the day of the Craft Fair and Breakfast with Santa, as they went above and beyond of their expectations. (Note: We cleaned up the Craft Fair in just 2 hours!) A huge thank you to Save-On-Foods who graciously provide food for our volunteers at our events. Food should always be provided when asking for volunteers – even granola bars or candy and a juice can go a long way.

Volunteer Orientation

There was no volunteer orientation in the Fall but one in the Winter held on January 28, 2017 from 10:00 AM – 11:30 AM by Krissy Golin. There were 14 registered youth, but only 7 were present on the day of. During the volunteer orientation Krissy led ice breakers so the youth would be encouraged to get up and speak to one another. There were 6 different questions located around the room on large



pieces of paper that asked basic questions such as; What are the expectations of a volunteer? Why do you want to volunteer? What kind of training should a volunteer receive? What kind of benefits would volunteers like? Save-On-Foods provided the snacks, beverages and candy for the volunteer orientation (\$50 value). As an exchange, we have extended our volunteer roster to Save-On-Foods as they provide so much for Dunbar throughout the year. Krissy has told Christina, Assistant Manager at Save-On-Foods, to contact her if Save-On-Food requires volunteers for any events they hold at their store/ outside of their store. Christina also mentioned that "superstar" volunteers should be recommended to her as she may be able to provide them with future job opportunities.

As for 2017, we have already begun creating valuable relationships with youth who have guaranteed their help for the Easter Egg Hunt in April and Salmonberry Days in May. We believe 2017 will be the year of creating stronger relationships with our volunteers and the year we focus on training and teaching.

Krissy Golin
Program Assistant III
Dunbar Community Centre

Nominating Committee Report

Gerry Massing on behalf of the Executive Committee

The Nominating Committee is comprised of the Governance Committee. The by-laws of the Dunbar Community Centre Society were amended at the last Annual General Meeting. For purposes of electing Directors of the Society the effects of the by-law changes were

1. to change the number of Directors to 13;
2. to make all 13 of the positions open for election this year, and
3. to provide for a two year rotation in the future, so that in future years, half of the directors' positions will be up for election each year.

As a result, 7 of the directors elected this year will have a two-year term before facing re-election, and 6 will have one-year terms. The Board will randomly allot the directors elected this year into these two groups. If there are vacant positions on the Board the Board has the authority to appoint members as Directors for the remaining term of the vacant position.

There are 13 positions to fill.

The following members have been nominated for election as Directors:

André Ladouceur
Bill Hooker
Brian Crowther
Colleen McGuinness
Elisabeth van Assum
Gerald Massing
James Dai
John Halldorson
Jonathan Weisman
Kathy Mullen
Peggy Griesdale

There being 11 candidates for 13 positions we recommend that the 11 candidates be declared elected by acclamation.

Communications and Marketing

Kathy Mullen

At Dunbar, communications and marketing is a group effort, with tasks shared by Park Board and Association staff and volunteer board members. Our objectives are to communicate the many planned programs and activities and encourage involvement and attendance by our broad community.

As a team we were very pleased that early this January we were able to launch our biggest project of 2016, our new website at dunbar.org.

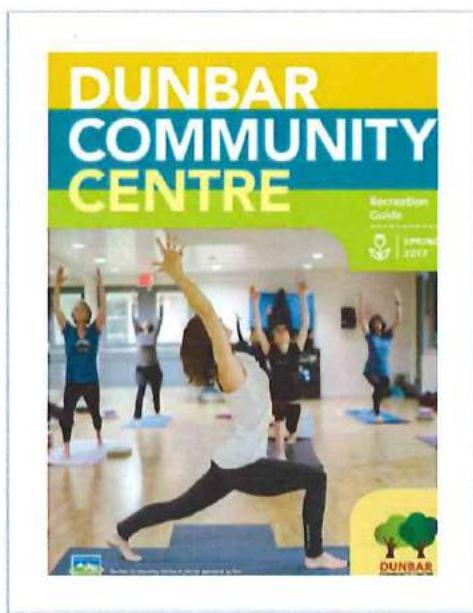
Our new website is bright, colourful and includes lots of local photos. We now include all our detailed program listings and online links to Activenet, the Park Board booking engine, making it easy to both find and book new programs online.



Over time we hope to encourage increased use of the website, in an effort to reduce reliance on our paper program guides.

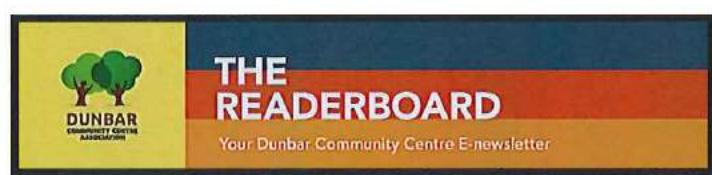
As they have for many years, our Programmers produced four seasonal Program Guides, which were mailed to about 14,000 households around the Dunbar neighbourhood via Canada Post to postal codes V6S, V6N, V6L, V6K and V6R.

As Dunbar offers more programs than most other city community centres, planning, coordinating with our many instructors, and producing these guides in conjunction with Keith Hamilton, our graphic designer at Rare Design, is a large task, consuming many hours each year.



Production and distribution of so many large paper programs is also an expensive way to share information about what's going on at Dunbar. We allocate approximately \$50,000 a year for the program development, production and mailings process. One of our goals is to continue to share information, but find ways to do it in a manner that is less expensive and less reliant on paper.

We also continue to write and email "The Readerboard", our e-newsletter to more than 800 regular readers every couple of months. We use The



Readerboard to highlight activities and programs, special events, and general areas of current interest. Please sign up on our website to receive the newsletters.



information.

This year we also integrated the lobby TV screens into our communication activities to highlight upcoming activities at Dunbar.

Our old Readerboard signboard on the front lawn continues to provide activity highlights. We have (for now) given up on efforts to replace it with an electronic sign, as the City of Vancouver is not interested in pursuing new signage, and their cooperation is required to make this change.

Just over a year ago we added an Instagram account and now more than 170 people follow us, and enjoy our photos and stories.

We continue to seek patron feedback via a variety of methods. Many of our patrons are now asked to complete questionnaires at the end of programs, we have a feedback box on the front desk, on the website and on our social media accounts. We also invite comments on the program guide and patrons are always welcome to speak to staff or board members. Our Dunbar patrons continue to be a quiet group, and while we receive very few comments, we do respond to anyone who provides a name and contact with their comments.



More than 700 of our patrons and friends follow us on Twitter, where we regularly share news and current happenings at Dunbar and other Vancouver locations. We also use Twitter to help promote activities at other like-minded centres and organizations around the city.

For our more than 425 Facebook friends, we also keep our Facebook page updated with events and activities. We find that both Facebook and Twitter are useful platforms to share last minute updates and new



We continued efforts to strengthen the relationship with the Dunbar Residents' Association and we extend our thanks to them for providing a neighbourhood email service and seasonal newsletters, both

of which support our efforts to promote activities at the Centre.

Thanks to Dunbar's Head Librarian Janet Tompkins, we continue to build stronger ties with the library

by offering space for some of their programs and publicizing some of their programs in our program guides.

We also continue to support Dunbar's Earthquake and Emergency Preparedness (DEEP) organization by promoting their efforts through our program guide and offering space for their storage needs.

I would like to extend my sincere thanks to Kristi Douglas, our Community Recreation Supervisor. With her support and positive approach, our combined team is able to continue to deliver the Marketing and Communications activity. As well, thanks to the Park Board staff at the Centre for all their coordination and support, and to our own staff, Liz and Laurel for positive attitudes that

make volunteering a pleasure.

Kathy Mullen
VP, Operations



Programming

Jane Ingman Baker

This will be the last report that I write as VP programming as I am pleased to announce that as of February this year, the very capable and enthusiastic Kathy Mullen has taken over that position. It has been my privilege to serve as the Chair of the Programming Committee for the last few years and this

year has seen many of the initiatives this committee had instigated come to fruition.



discontinue programs which no longer have community support. This has opened up opportunities for new programs and fresh uses for our space.

We are working with the Facilities committee and the Parks Board to renovate our kitchens so that they can be used for enhanced programming opportunities and are hoping to be offering woodworking in the near future. Our pottery program has expanded and our experiment with pottery and wine was a huge success. We continue to work to regain patrons in our preschool programs which are still adjusting to the new Provincial rules and we hope to offer more activities for this age group this year.

Mature adult programming will also be a focus this coming year with the increasing number of our patrons finding more time to enjoy recreation and reap the benefits both physical and mental.

We also look forward to the warmer weather and to welcoming our new colony of bees to the Centre. I also hope that not only their hives will be buzzing with activity at the Centre this year. I hope to see you there.

Jane Ingman Baker

Vice President

We have been pleased to welcome two new programmers to full time jobs with us. Their enthusiasm and experience at other centres has been much appreciated and as a result, we have offered a large number of new programs, many of which are referred to elsewhere in this report and I encourage you to try something new this year.

We have reviewed all our offerings and have had to make some tough decisions to



Governance

Jonathan Weisman

In 2016, the committee revised the Association's by-laws to modernize the language, accommodate the anticipated requirements of the new British Columbia Societies Act and to modify by-laws that were outdated or not reflective of the Association's evolution since they were last reviewed. These revised by-laws were adopted at the last AGM and implemented during 2016. 2017's will be the first AGM conducted under the new by-laws. For this year only, all Director positions are to be elected. In future years, half of the positions will be elected in each year. This should promote stability and continuity.

During 2016 committee mandates for the Board's committees were reviewed, revised, and adopted by the Board. These are a helpful guide for new board members and were a useful point of focus for the Board's ongoing planning.

The new *Societies Act* requires this Association to make certain further by-law and constitutional changes over the next year. The governance committee will be reviewing the by-laws in this context and will recommend any further changes required for that transition and bring them forward to the next AGM.

The Committee has also begun a review and consolidation of past Board resolutions, to ensure that policy is properly applied and not unnecessarily duplicated. In addition, existing files have been inventoried and archival materials are being identified and inventoried to better inform and record ongoing decisions and activities of the society. Health and safety and business processes have been a focus for tightening up our business processes as well.

If a new JOA is finally proposed its impact on the constitution and by-laws will require analysis and any further changes will need to be identified and addressed, and the Committee will have its hands full in doing so.

The only constant is change (*Heraclitus: "nothing endures but change"*) so it appears that we will have ongoing business and issues to keep us busy.

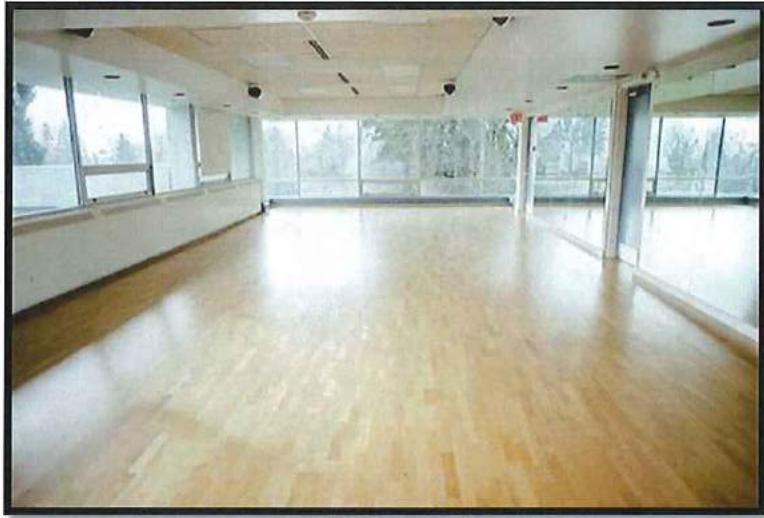
Facilities and Safety Committee

John Halldorson

This year the Facilities Committee along with Parks Board staff were able to accomplish many improvements at Dunbar Community Centre (DCC). I would like to thank everyone involved for their hard work and dedication to DCC.

The Committee started the year with the establishment of a Board Room in Room 204, the old

caretaker's suite, with a new board table and chairs along donated office furniture. The Association office moved into the suite's bedroom as well. The old Association office is a break room for DCC staff. The DCCA provide a grant to furnish the break room in appreciation for the hard work the Parks Board staff do in making the DCC a success.



stairs with a picnic table, play cube, games and toys for the children to enjoy. We have noticed a large increase in this area's use.

In the upper lobby, the committee purchased new furniture and a study kiosk all of which are constantly in use. With the improved Wifi this is becoming a popular study area.

The Committee also supported the creation of a new Youth Room proposal by Gogo Lalli, DCC Community Youth Worker. Gogo spent a lot of time and hard work getting this project up and running for a December opening.

The Facilities Committee and Dunbar Earthquake and Emergency Preparedness (DEEP) group have purchased a Sea Container and are in the process of outfitting it as a Disaster Support Hub for the residents of Dunbar. More to follow.

Some of the projects the Facilities Committee has on its agenda is a new eating area (outside the Healthy Heart Room) with easy to clean floor tiles, new tables and chairs, new furniture in the main lobby, renovations of the kitchens and bringing Honey Bees to

Things will be buzzzzing around here at Dunbar...

The Dunbar Community Centre, in partnership with Hives for Humanity, is installing and maintaining honeybee hives at the Centre, with the goal of the bees arriving in May 2017.

Through the partnership, we will be creating some exciting programs, workshops and opportunities, throughout 2017, for the Dunbar community to learn more about bees and the art of apiculture. Come join us in this buzzing adventure, as "we connect people to nature, to community and to themselves, and we do it through the bees".

The Wonder of the Bee

Want to learn more about bees? Ever wonder what they are all about? Why are they important to us? This will be a great workshop for you! An expert from Hives for Humanity will show you the wonder of the bee and its world. Scared or allergic to bees? No problem! You can discuss with the expert and find ways to help you to be more comfortable with them.

5a Apr 22 1:00pm-3:00pm
10082 FREE
Instructor: Hives for Humanity



the Centre in partnership with Hives 4 Humanity. Watch for DCC honey on sale at this year's Craft Fair (hopefully we will lots to sell)!

Once again I would like to thank the committee members and the PB staff for their hard work. As well I would like to thank the Board of Directors for their support.

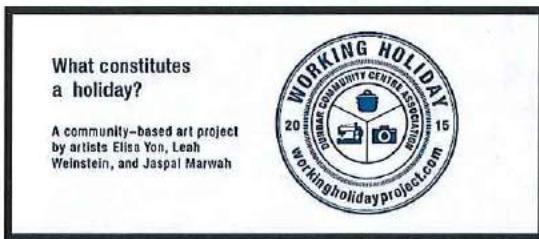
John Halldorson,
Chair, Facilities Committee



Special Events

Christina Yan-Lee

2016 was another busy year as our Artists in Communities (AIC) Team of Elisa Yon, Leah Weinstein and Jaspal Marwah continued to amaze us (see their projects on:

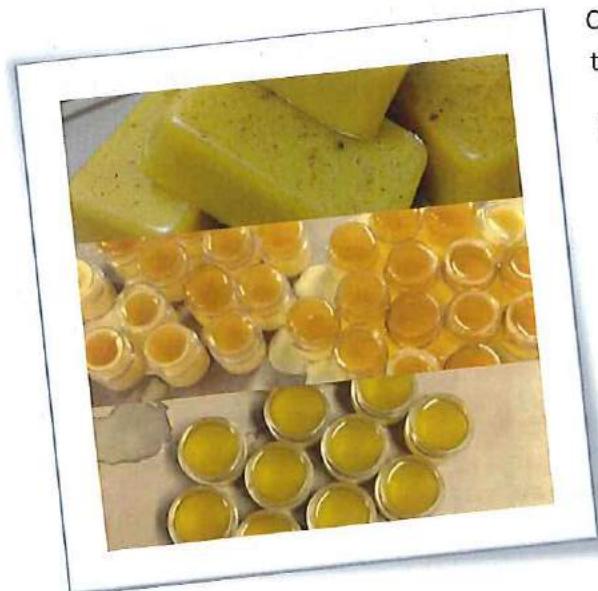


<https://workingholidayproject.wordpress.com/>. This successful collaboration between our AIC Team, the DCCA and the Vancouver Parks Board kept building wider and stronger connections in our community. Our AIC staged an exhausting list of interesting and varied events from January through to the end of May. We had ReGift--sharing a holiday gift in their striped



"Working Space" for a random visitor. Working Holiday Movie Night--families enjoyed a free movie night with complimentary popcorn. Beeswax Lip Balm & Hand Salve Workshop. Working Holiday Fortune Cookie Redux--an artist exchange with Oak Park Field House. Working Holiday Dunbar

Chronicles--local writers, Dunbar stories and strolling in the 'hood.



Working Space hosts "25,000 Toques" for Syrian refugees. Working Holiday Social Fabric--local knitters united! And the Coffee Bar, which animated our lobby area (and continues to do so) while offering weeks of cold-pressed coffee and interesting speakers.

The finale for our AICs was at our very own Dunbar Salmonberry Days Community Fair where Elisa, Leah and Jaspal hosted their Working Holiday Living Room out on the grass adjacent to Leah's Outdoor Chessboard. They set up Elisa's self-designed and -made coffee bar, a sofa and vintage lounge chair, and served cold-pressed coffee at their philosopher's coffee bar.

Elisa, Leah and Jaspal successfully engaged our DCC patrons, the Dunbar community and local businesses, and they attracted a wider network of interested parties, some of whom had never been to the DCC and marvelled at



Wicked Women: From Cleopatra to Clinton

LECTURE SERIES - THURSDAYS, 7:00 PM—8:30 PM | JAN 12 - FEB 23

Women who step outside cultural expectations are frequently branded as wicked. But which of these women actually earned that title and which were simply the subject of misogynous hatred?



LOCATION
Dunbar Community Centre
4747 Dunbar St

COST:

- \$8 per lecture (series: \$30 for all 7)
- \$2.50 (for students) series: \$14 for all 7)
- Register by phone (604.221.6666) or online

All speakers are Langara faculty

JAN 12
CLEOPATRA: BÈTE NOIRE OF ROME
Jennifer Knapp

JAN 19
SHAIAR AL-DURR: SCHEMING SULTANA OF EGYPT
Bill Christie

JAN 26
MORGAN LE FAY AND GUINEVERE: BAD GIRLS OF KING ARTHUR'S COURT
Jessica Hemming

FEB 2
ARTEMISIA GENTILESCHI: HEROINE OF THE BAROQUE
Alena Buis

FEB 9
MARIANNE: FROM THE BASTILLE TO THE BURKINI
Craig Keating

FEB 16
MARGARET THATCHER: MILK SNATCHER OR IRON LADY?
Stephen Phillips

FEB 23
HILLARY CLINTON: SOMETIMES IT'S HARD TO BE A WOMAN
Leanne Ruhf

its size and progressiveness in hosting AIC events. We are grateful to have had the opportunity to work with and become friends with our artists. We're extremely pleased with all their art interventions, some of which remain as legacy pieces, such as The Little Free Library, the Coffee Bar, the orange striped Working Space (which is now more the Children's Play and Working Space), and the Social Fabric Textile "Painting".

2016 was the start of our first lecture series, which began in April with "8 Days that Changed the World". That was a fruitful and most welcome partnership with Langara College that led to a second series in January and February 2017, "Wicked Women: from Cleopatra to Clinton". In between, we also hosted UBC speakers in the fall on health issues, primarily ones geared to older adults and seniors. The DCCA has now developed a reputation for hosting great lectures in terms of quality of



speakers, topics, and venue. Our attendees leave intellectually and socially stimulated, valued, happy and smiling!

As usual, we supported our Dunbar Village Business Association at September's Harvest Festival, where the DCCA had a participatory autumnal leaf craft and our Guessing Game. October saw our second year of celebrating National Seniors Day--we enjoy this day of thanking our seniors for their patronage.

Our Dunbar Holiday Craft Fair was well-attended as usual and had even more free raffle basket draws, additions of two well-known food trucks, Japadog and TacoFino, as well as an Evo tent. The tradition of Dunbar's Festive Tree Lighting continued with our Dunbar piper, Tim Fanning and Zing Children's Choir and the chance to win some free door prize gift baskets.

**Christina Yan-Lee
Chair, Special Events**



Dunbar Memorial Preschool

Dunbar Memorial Preschool (DMP) continues to be a vital community of families dedicated to offering an enriched play-based experience for 2, 3, and 4 year-olds, led by keen, qualified teachers. Our teachers follow an emergent curriculum, where the interests of our students lead the curriculum.

Community Centre Use

DMP and its members use Dunbar Community Centre (DCC) in a variety of ways:

Classroom: During the school year, we rent room 006 Monday to Friday mornings to provide a program which engages 2, 3, and 4 year olds in learning through play.

Storeroom: Every day our teachers and parents set-up and pack away our supplies and equipment in our storeroom. They move large, lockable cupboards on wheels out of the way against the walls.

Playground: Teachers regularly lead the children to the playground and the back wooded area of the park.

Other Community Centre Services and Programs: Many DMP families regularly use the child-minding service, fitness centre, and participate in fitness classes. Many also enroll in one or more of the programs offered at the centre, particularly programs offered after our preschool hours, or programs during preschool hours geared towards younger siblings. Additionally, many families enjoy eating lunch in the lobby together after preschool. The families have especially enjoyed the new play area by the stairwell on the main floor. It has become a meeting spot for families before and after preschool.

Community Connections

We provide opportunities for our families to connect with others in the community:

Charities: Our families host a food drive every spring with the Food Bank.

Dunbar Special Events: Many families attend the various special events at DCC including but not limited to: Breakfast with Santa, Christmas tree lighting, Saturday Craft day, Easter Egg Hunt, and Salmonberry Days. We sponsored a bouncy castle last year at the Salmonberry fair and will do so again this year.

Parent Education: We continue to work together with our neighbourhood preschools, Crown and Tom Thumb, and hold our parent education seminars together three times a year. We have opened these to the general public for a fee and the community response continues to be positive.

Programming

This is our second year as a parent involvement preschool. This change has been well received and families are pleased that volunteer hours during class time are optional, and not required as in the past. As we are a parent-run preschool, we still require the help of all our families to run the school smoothly. All parents take on jobs, which, for the most part, can be done at home and can fit within the schedules of working families.

Our main program is for 3 & 4 year olds. It runs Monday-Thursday mornings for 3 hours. We offer flexible scheduling where families can choose 2-4 days/week of attendance. We have had full or near full enrolment for our main program this year.

We continue to offer our outdoor class on Wednesday and Thursday afternoons. This class is offered to the general public, in addition to those students already in our morning class.

Our drop-off 2s class has had full enrolment since its introduction in January 2015. With only eight students to 2 teachers, this class offers a gentle introduction to a preschool setting.

Financial Situation

Due to high enrolment in all our programs, we are in a strong financial situation this year. Over the past two years, we have made changes to our program to better serve our community. These changes have made a positive impact on our enrolment.

Working Together

DMP is very grateful to the support of the DCCA Board and the staff at DCC. We've developed a strong collaborative relationship and hope to continue to do so in the future. DMP is proud to be a part of the DCC community and feels lucky to be situated in this vibrant, evolving center.

DMP is a warm, inclusive preschool that highly values community spirit. Our families' work together to provide a welcoming, safe, and fun learning environment for preschoolers in our community. Families develop strong relationships and often continue their friendships long after the children have graduated from preschool.

We look forward to continuing to work with the DCCA Board and the DCC staff to provide a strong start for young children and their families in the Dunbar area.

Respectfully submitted by Laura Wallbridge, DMP Co-President



This concludes the 2016 Annual Report.

Thank you for your support and we look forward to a successful year ahead in 2017.