



ANNUAL REPORT

For the year ending December 31, 2015

61st Annual General Meeting held on Wednesday, April 27, 2016

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

Photo courtesy of John Cousineau



Agenda

1. Call to Order and Welcome
2. Approval of Agenda
3. Circulation and Approval of the Minutes of the 60th Annual General Meeting held on April 22, 2015
4. Auditor's Report and Treasurer's Report – to approve the Financial Statements of the Association for the fiscal year ended December 31, 2015 and re-appoint Tomkins, Wozny Miller and Company, the auditor for the Association.
5. President's Report
6. Community Recreation Supervisor's Report
7. Committee and Affiliate Reports
 - i. Receive written reports from committees
 - ii. Nominating Committee - to Elect the Slate of Directors for the next term of service
 - iii. Governance Committee Report - to vote on the following special resolution: "Be it resolved that the attached proposed Bylaws be enacted as the Bylaws of the Association in place of the Bylaws presently in force".
8. Any other business
9. Adjournment

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61st Annual General Meeting Board of Directors

President:	Gerry Massing
Vice-President:	Kathy Mullen Jane Ingman Baker
Treasurer:	Brian Crowther
Secretary (acting):	Kathy Mullen
Directors:	Trusha Desai Peggy Griesdale John Halldorson Bill Hooker Ann Knapp Lockie Mullany Kimberly Payne (resigned October 21, 2015) Ofelia Erica Te (resigned July 26, 2015) Elisabeth van Assum Jonathan Weisman Christina Yan-Lee



Board Members at the Annual General Meeting in 2015

Draft Minutes of the 60th Annual General Meeting of the Dunbar Community Centre Association

Held at 8:00pm on Wednesday, April 22, 2015 at the Dunbar Community Centre

1. Call to Order and Welcome

There being a quorum present, Gerry Massing, President, called the meeting to order at 8:09pm. The Annual Report, including the Financial Statements, was made available to all in attendance.

2. Approval of Agenda

It was **MOVED** by Adolph Eitzenberger and **SECONDED** by Bill Hooker THAT the Agenda be approved as amended to exclude agenda item number 6, the Park Board Commissioner's Report. **MOTION CARRIED.**

3. Circulation and Approval of the Minutes of the 59th Annual General Meeting held on April 23, 2014

It was **MOVED** by Rudy Roelofsen and **SECONDED** by Kathy Mullen THAT the Minutes of the 59th Annual General Meeting of April 23, 2014 be approved as presented. **MOTION CARRIED.**

4. Auditor's Report and Treasurer's Report

Mr. Erik Allas, Auditor of Tomkins, Wozny, Miller & Company was in attendance to report on the 2014 Audited Financial Statements. The 2014 Audited Financial Statements are included in the Annual Report.

It was **MOVED** by Brian Crowther and **SECONDED** by Kathy Mullen THAT the 2014 Audited Financial Statements be accepted as presented. **MOTION CARRIED.**

It was **MOVED** by Brian Crowther and **SECONDED** by Trusha Desai TO reappoint Tompkins, Wozny, Miller & Company as auditors for the fiscal year ending December 31, 2015. **MOTION CARRIED.**

5. President's Report

Gerry Massing's President's Report is included in the Annual Report. Mr. Massing gave his compliments and appreciation to staff and retiring board members who have made the Centre's programs so successful. Thank you letters were presented in person to Linda Cohen and Rudy Roelofsen for their service and contribution to the Centre and community.

Mr. Massing reported on the JOA and advised that there have been no negotiation meetings since last August.

6. Park Board Commissioner's Report

Commissioner Coupar was not able to attend and thus no report is included in the Annual Report.

7. Staff Report - Bruce MacWilliam

Mr. MacWilliam's report is included in the Annual Report.

8. Nominating Committee Report and Election of Board Members

The Nominating Committee Report is included in the Annual Report. The following revised slate of candidates for Board Membership was presented:

Peggy Griesdale
Bill Hooker
Ann Knapp
Jonathan Weisman
Christina Yan-Lee
Kimberly Payne

It was **MOVED** by Brian Crowther and **SECONDED** by Trusha Desai TO approve the directors slate.
MOTION CARRIED.

Christina Yan-Lee and Peggy Griesdale were welcomed officially as new Board Members.

9. Programming Committee Report

Jane Ingman Baker's Programming Committee Report is included in the Annual Report. Ms. Ingman Baker thanked everyone for their service and support.

10. Facility Renewal Committee Report – Rudy Roelofsen

Rudy Roelofsen's Facility Renewal Committee Report is included in the Annual Report. The focus going forward is concentrating efforts towards issues where we can deliver results and in staying connected with the community.

11. Communications and Marketing Committee Report – Kathy Mullen

Kathy Mullen's Communications and Marketing Committee Report is included in the Annual Report. The Communications and Marketing Committee is always looking for volunteers and welcomes interested people to volunteer.

12. Community Liaison Reports – Bill Hooker

Bill Hooker's reports on the following community matters are all included in the Annual Report:

- a. Musqueam Band Liaison;
- b. Dunbar Apartments; and
- c. Fitness Centre Liaison.

13. Dunbar Memorial Preschool Report

The report from this affiliated group within the Centre is included in the Annual Report. The Dunbar Memorial Preschool operates in this Centre but is not part of the Dunbar Community Centre Association.

14. Adjournment

It was **MOVED** by Jane Ingman Baker and **SECONDED** by Kathy Mullen THAT the Annual General Meeting be adjourned. **MOTION CARRIED.**

The meeting was adjourned at 8:37 pm.

Audited Financial Statements

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

FINANCIAL STATEMENTS

**DUNBAR COMMUNITY CENTRE
ASSOCIATION**

December 31, 2015

***TWM* 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, 2015, 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, 2015, 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 Society 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 20, 2016

Josephine Wozny, Miller & Co.

Chartered Professional Accountants

Dunbar Community Centre Association

STATEMENT OF FINANCIAL POSITION

As at December 31

	2015	2014
	\$	\$
ASSETS		
Current		
Cash	207,540	211,499
Short-term investments [note 4(i)]	1,214,395	452,735
Accounts receivable [note 3]	25,777	66,387
Prepaid expenses	17,618	15,347
Total current assets	1,465,330	745,968
Long-term investment [note 4(ii)]	—	745,000
Property and equipment [note 5]	89,775	105,207
	1,555,105	1,596,175
LIABILITIES AND NET ASSETS		
Current liabilities		
Accounts payable and accruals [note 6]	88,952	89,188
Deferred revenue	91,645	95,424
Total current liabilities	180,597	184,612
Deferred contributions related to property and equipment [note 7]	3,150	3,500
Total liabilities	183,747	188,112
Net assets		
Invested in property and equipment	86,625	101,707
Internally restricted [note 8]	1,106,356	1,106,356
Unrestricted	178,377	200,000
Total net assets	1,371,358	1,408,063
	1,555,105	1,596,175

See accompanying notes to the financial statements

On behalf of the Board:

Director



Director



Dunbar Community Centre Association

STATEMENT OF CHANGES IN NET ASSETS

Year ended December 31

	Invested in Property & Equipment \$	Internally Restricted \$	Un- restricted \$	Total \$
2015		<i>[Note 8]</i>		
Balance, beginning of year	101,707	1,106,356	200,000	1,408,063
Revenues 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
2014				
Balance, beginning of year	108,864	970,610	261,515	1,340,989
Revenue over (under) expenses	(28,514)	—	95,588	67,074
Investment in property and equipment	21,357	—	(21,357)	—
Interfund transfers	—	135,746	(135,746)	—
Balance, end of year	101,707	1,106,356	200,000	1,408,063

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

	2015 \$	2014 \$
Amortization of deferred contributions relating to capital assets <i>[note 7]</i>	350	350
Amortization of capital assets	(18,948)	(22,448)
Write off of fitness equipment	—	(6,416)
	(18,598)	(28,514)

See accompanying notes to the financial statements

Dunbar Community Centre Association**STATEMENT OF OPERATIONS**

Year ended December 31

	2015	2014
	\$	\$
REVENUES		
Program operations <i>[schedule]</i>	777,650	843,833
Room rental	33,527	31,850
Interest	23,282	24,078
Special needs	7,442	8,288
Childminding	6,012	8,339
Vending and other	2,809	6,737
Memberships	53	86
	850,775	923,211
EXPENSES		
Program operations <i>[schedule]</i>	539,423	533,342
Group One wages	145,903	140,413
Advertising and brochures	55,685	55,097
Office and other	41,895	18,642
Office staffing	34,891	20,331
Bank and credit card charges	20,169	23,511
Amortization of property and equipment	18,948	22,448
Professional	14,652	13,565
Facilities maintenance	9,193	13,939
Special needs	5,578	7,494
Initiatives	1,143	939
Write off fitness equipment	—	6,416
	887,480	856,137
Revenues over (under) expenses for the year	(36,705)	67,074

See accompanying notes to the financial statements

Dunbar Community Centre Association**STATEMENT OF CASH FLOWS**

Year ended December 31

	2015	2014
	\$	\$
OPERATING ACTIVITIES		
Revenues over (under) expenses for the year	(36,705)	67,074
Items not affecting cash		
Amortization of property and equipment	18,948	22,448
Amortization of deferred contributions related to property and equipment	(350)	(350)
Write off of fitness equipment	—	6,416
Changes in non-cash working capital items		
Accounts receivable	40,610	13,011
Prepaid expenses	(2,271)	(2,331)
Accounts payable and accruals	(236)	9,132
Deferred revenue	(3,779)	7,405
Cash provided by operating activities	16,217	122,805
INVESTING ACTIVITIES		
Acquisition of property and equipment	(3,516)	(21,357)
Acquisition of short-term investments	(16,660)	(115,735)
Cash used in investing activities	(20,176)	(137,092)
Decrease in cash for the year	(3,959)	(14,287)
Cash, beginning of year	211,499	225,786
Cash, end of year	207,540	211,499

See accompanying notes to the financial statements

NOTES TO FINANCIAL STATEMENTS

December 31, 2015

1. PURPOSE OF THE ASSOCIATION

Dunbar Community Centre Association (the "Association"), incorporated under the British Columbia Society 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, 2015

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, 2015

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
- Furniture and equipment 20% - Declining balance
- Computer equipment 5 years - Straight-line
- Fitness Centre equipment 20% - Declining balance

3. ACCOUNTS RECEIVABLE

	2015	2014
	\$	\$
Operations	12,857	54,267
Interest	12,920	12,120
	25,777	66,387
Allowance for doubtful accounts	—	—
	25,777	66,387

4. INVESTMENTS

i) Short-term investments consist of the following:

	2015	2014
	\$	\$
Guaranteed investment certificates	252,735	252,735
Term deposits	961,660	200,000
	1,214,395	452,735

The short-term investments have interest rates varying from 1% to 3.05%. Maturity dates vary from April 2016 to Aug 2016.

ii) Long-term investments consist of the following:

	2015	2014
	\$	\$
Term deposits	—	745,000
	—	745,000

NOTES TO FINANCIAL STATEMENTS

December 31, 2015

5. PROPERTY AND EQUIPMENT

	Cost \$	Accumulated Amortization \$	Net Book Value \$
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
2014			
Association premises	157,109	103,850	53,259
Furniture and equipment	377,591	325,643	51,948
	534,700	429,493	105,207

6. ACCOUNTS PAYABLE AND ACCRUALS

	2015 \$	2014 \$
Operations	30,861	28,477
Vancouver Park Board	54,866	57,884
Government remittances - payroll taxes	1,485	2,827
- GST	1,740	—
	88,952	89,188

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:

	2015 \$	2014 \$
Balance, beginning of year	3,500	3,850
Less: Amount amortized to revenue	(350)	(350)
Balance, end of year	3,150	3,500

NOTES TO FINANCIAL STATEMENTS

December 31, 2015

8. INTERNALLY RESTRICTED NET ASSETS

The Association has internally restricted the following amounts:

	Programming & Community Outreach	Property & Equipment	Building Improvements	Totals
	\$	\$	\$	\$
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
2014				
Balance, beginning of year	—	—	970,610	970,610
Restricted (unrestricted) during the year	300,000	500,000	(664,254)	135,746
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, 2015.

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, 2015

	2015			2014		
	Revenues \$	Expenses \$	Net Income (loss) \$	Revenues \$	Expenses \$	Net Income (loss) \$
Preschool	162,593	93,525	69,068	194,205	108,222	85,983
Children	123,772	82,999	40,773	131,127	88,761	42,366
Youth	14,542	16,512	(1,970)	65,833	43,616	22,217
Adult	144,533	66,202	78,331	111,133	50,279	60,854
Senior	51,203	24,811	26,392	48,803	20,860	27,943
Fitness	147,264	112,940	34,324	172,547	108,440	64,107
Special events	36,436	36,203	233	24,077	31,903	(7,826)
Summer	97,307	106,231	(8,924)	96,108	81,261	14,847
	777,650	539,423	238,227	843,833	533,342	310,491

See accompanying notes to the financial statements

Dunbar Community Centre Association Annual Reports

President's Report – Gerry Massing

This year concludes the sixty-first consecutive year of the Dunbar Community Centre Association Society. That's a long tradition of volunteer Boards working with Park Board staff to ensure our community centre remains as an important part of our Dunbar community.

This past year was another one of successful recreational programming in the community, leaving the Association in a reasonable state of financial and organizational health.

2015 was another year of Park Board staffing changes at the Centre, which meant another year of transition as a new Supervisor and Programmers learned about Dunbar and our patrons. Our thanks to Bruce MacWilliam for stepping in as an acting Community Recreation Supervisor, and to Heather Rooke and Chris Podlecki who were the strong core of programming in Dunbar for decades before they moved on. We wish them all well in their new Park Board positions. While it is sad to lose their skills and talent it is exciting to have new ideas and different energy brought to Dunbar. The Board is dependent on the good work and knowledge of all our staff and we very much appreciate the work they do and the contribution they make to this community. We look forward to staff continuity in 2016 under the very capable leadership of our new Community Recreation Supervisor, Kristi Douglas which will better position us to focus on programs and activities.

In my introduction I said that we are in reasonable state of financial health. While we have funds in reserve from former years of profitable operations, like other aging community centres across the city, Dunbar is experiencing a slow decline in revenues; this trend must be reversed. People now lead busier lives and in our community there is significantly more competition from the private sector for programs, facilities and recreational expertise. In 2015 the Board undertook a thorough budget review and with staff have made changes to improve the business efficiency and integrity of the organization. We know we must work smarter to find the right combination of paid and free programs and activities to ensure ongoing success.

One update for 2015 is that the political and negotiation process of developing a new joint operating agreement with the Vancouver Board of Parks and Recreation has not yet reached a successful conclusion. We continue to work with the Park Board under an agreement made in 1979 and while far from perfect, we've managed with it for 36 years, and it allows us to carry on business. The Board continues to focus on improving day-to-day operations in Dunbar and working on our service delivery to you, our members and community.

I would like to thank the departing Board members, Trusha Desai and Lockie Mullany for their contributions and support to Dunbar during their Board tenure. Like me and my fellow Board members, I know they were pleased to donate their time to ensure the important legacy of the Dunbar Community Centre continues. Thank you all for your support. I hope to see you and more like you enjoying another great year of activities at the Dunbar Community Centre.

Staff Reports

Community Recreation Supervisor's Report – Bruce MacWilliam

I had the opportunity to lead the amazing team at Dunbar for the past year and was proud to be part of such a dedicated and community focused group of professional staff and volunteers. Looking back at previous Supervisor AGM reports, change was a common theme in many of them and 2015 was no exception. The areas of personnel, programs, and facilities all experienced significant change in 2015.

Personnel

Sophie Noel was off on maternity leave in 2015. Joe Wong took over her Programmer I position in January and left in April to accept a full time Programmer II position at Sunset Community Centre. Maggi Li assisted in the interim while the position was reposted. Jade Spencer-Tarn was the successful candidate and worked the remainder of the year. It was challenging having three different people in one year and I would like to thank Joe, Maggie, and Jade for their hard work and contributions in keeping the programs, special events, and day camps running smoothly.

Tracy Bodnar was seconded to West Point Grey Community Centre to backfill their vacant Recreation Facility Clerk (RFC) position. Marc Klobucar moved from his full time Cashier position to backfill Tracy and the experience he gained allowed him to obtain the full time RFC position at West Point Grey. Marc's departure opened up his position and Beatriz Becerra was the successful candidate, moving from the Regular Part time to the full time Cashier position. To round out the front line personnel changes, Rene Thomas was the successful candidate for the regular part time Cashier position.

In other Programmer news, Brittany Walsh joined the programming team in July resulting from Chris Podlecki's leave that commenced in May. At this time, I would like to acknowledge Chris's many contributions and years of service to the community at Dunbar.

After 20 years at Dunbar, Heather Rooke transferred at the end of 2015 to become the Recreation Programmer II at Kitsilano Community Centre. During her time at Dunbar, Heather played a significant role in developing the Preschool and Children programs, produced the seasonal brochure and was a mainstay at Dunbar during the personnel and operational changes over the years. I would like to thank Heather for her commitment to the patrons and staff at Dunbar and wish her well in her new role at Kits.

While there were changes to the staff team, there were also consistencies. The maintenance group of Steve Funk, Stanley Lim, Myrna Buada and Rudy Pore remained intact and kept the facility clean and operational, and the front line core unit of Carla Mesic, Louisa Harris, Dominic Lee, Joe Oliveira, and Keith Iwasaki continued to provide exceptional customer service to our clientele. Gogo Lalli, our Community Youth Worker, was busy working with the Youth Council on program initiatives and special events for Dunbar's youth. Highlights included Young Entrepreneurs, the Duke of Edinburgh program, a camping trip, teen dances and the development of an after school Youth Lounge.

Programs

The most significant change in the programming area in 2015 involved the software used to run programs and operations. Safari was replaced by ActiveNet, requiring staff and key Board members to undergo training prior to its implementation in the Fall. The timeline was tight and the learning curve steep and I would like to thank everyone for rising to the challenge and also to our great patrons who were patient as the new process was rolled out.

A number of new programs were successfully introduced in 2015 to augment the mainstay programs at Dunbar. Changing Aging, and Fit over 50 were immensely popular as were Pedal Heads and Crocodile Mandarin. Two new successful mini events, Easter Egg Hunt and Mother's Day Tea, were also introduced in 2015.

Dunbar participated in the Vancouver Artists in the Communities initiative and was pleased to have Elisa Yon, Leah Weinstein, and Jaspal Marwah as contributing artists. Their "Working Holiday" project was aimed at engaging the Dunbar community in a collaborative exploration of what constitutes a holiday. They held a number of workshops at the centre and also brightened up the facility, designing a working space in the lobby to promote their events.

Facilities

The fitness centre was completely refurbished in late 2014 and early 2015 as part of the Park Board's renewal plan. New state of the art cardio and selectorized strength machines were installed and the free weight area was upgraded. Patrons and staff were very pleased with the results and the fitness centre looks incredible! The original skylight was replaced in the fall and new carpeting was also installed, making the lobby a warm and inviting space for patrons. Wi-fi was also installed throughout the facility. Painting began on the exterior of the building, with the stairwells and handrails repainted, and the main building exterior to be done in 2016.

In closing, I thoroughly enjoyed my year at Dunbar and am extremely proud of what we were able to accomplish. This was made possible due to the expertise and dedication of the Dunbar staff and Board and I wish to thank all of you for your assistance and support. I will fondly remember my time at the "Centre of it All" and wish you all much success in your future endeavours.

Respectfully Submitted,
Bruce MacWilliam,
Acting Community Recreation Supervisor

Adults & Seniors Programs 2015 – Brittany Walsh

This past year has been busy with the existing Adult and Senior's programs at the Dunbar Community Centre. These have been very well attended and we have been adding new programs season to season. Some new programs that we are very proud of include Pickleball, Photoshop, WordPress, Pottery, and a variety of workshops. We are constantly striving to offer new, exciting, and innovative programs here at Dunbar and to continually increase participation.

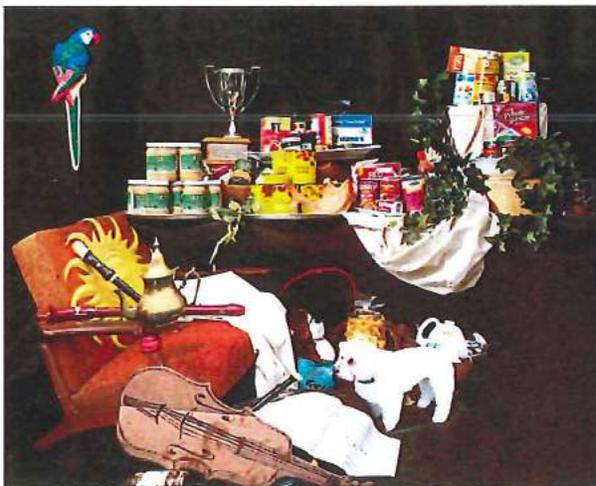
Programmer I: June - December 2015 – Jade Spencer-Tam

The second half of 2015 was a busy and exciting time for the Programmer I at Dunbar Community Centre. This summer our two main day camps included the "Dunbar Stars" day camp for adults with disabilities and the children's day camp "Adventurers" for 6-12 year olds and inclusion campers was very successful. Unique from other years, this summer there was a water shortage in Vancouver so many water based activity plans had to be changed. The team of Dunbar Day Camp leaders provided a safe, respectful and fun environment for all campers in July and August.

The holiday season special events went very well. The famous Dunbar Holiday Craft fair was a great success with over 2,500 visitors and 148 vendors. The Festive Tree Lighting was a nice event for families including a bag pipe procession to the tree lighting, clove-orange craft and performances by the Merrilye Singers. Our sold-out Breakfast with Santa was also a great success with special thanks to Hai (Kitchen Manager), Laurel (Volunteer Coordinator) and the fantastic DCC volunteers for helping ensure the event ran smoothly.

Artists in Communities: August - December 2015 – Jade Spencer-Tam

This year the Dunbar Community Centre has the privilege of being part of the Artists in Communities (AIC) initiative. Elisa Yon, Leah Weinstein and Jaspal Marwah are the Working Holiday Project and have been asking: "What Constitutes a Holiday?" through their community art projects.



Working Holiday Still Life Harvest Project

Autumn was a busy time for our AIC. Their first projects included creating the "Working Space" in the DCC lobby and Elisa led the "Still Life Harvest Project" in conjunction with the Vancouver Food Bank and DCCA at the Dunbar Village Harvest Festival. Leah created an outdoor chess set out of driftwood and squares of carpet; the game has been popular with lots of people stopping to play as they walk by. Jaspal created a "Little Free Library" for lending and borrowing books, and finally Elisa coordinated two sold-out fermentation workshops.

Leah and Jaspal participated in our Festive Tree Lighting event at the beginning of December. Leah led a community art installation workshop creating some "Experiments with Light" in the craft room and Jaspal coordinated "Digital Light Projections" using a

laser pointer, projector and computer program to create light graffiti on one of the outside walls of the Centre.

Community Youth Worker – Gogo Lalli

2015 was a dynamic year for Dunbar youth. Youth Council registrations were at an all-time high, stressing the values of leadership and volunteerism within the local community. As a result, the Community Youth Worker worked with existing Youth Council executives to come up with focused Youth Groups, each with its own purpose in serving the Community Centre, its patrons, as well as youth in the surrounding community.

From a programming perspective, the decline in program registrations stressed the need for a revision of program offerings based on local demand. The Community Youth Worker took to the establishment of a core youth group put together for the purpose of creating a truly youth-driven program at Dunbar Community Centre. The group met once per month to brainstorm and discuss youth program ideas.

Several of these program ideas have already been implemented and continue to grow with each season offered. These programs include Girls’ Only Yoga, Girls’ Only Mixed Fitness, co-ed Youth Bootcamp, Drop-In Basketball, and After School Club.

On a citywide level, two Dunbar youth representatives elected by their peers attended monthly Citywide Youth Council meetings at City Hall. 40 Dunbar Youth Council representatives volunteered their time to the citywide Youth Week initiative, by assisting in various aspects of the main event held at Creekside Community Centre.



Recognizing the importance of youth presence in the centre, the Dunbar Community Centre Association has put forth funding to go towards a safe and engaging space created to welcome youth to the centre after school. A Games Room Design youth group will be working on this proposal in the Spring of 2016.

Many thanks to the Dunbar Community Centre Association for making all of these initiatives possible - we look forward to a fully operational youth space in 2016!

Nominating Committee Report – Gerry Massing

The mission statement of the Dunbar Community Association is to promote and provide recreational, educational, social and cultural services for the community through the Dunbar Community Centre.

The Board of Directors of the Association consists of not more than 16 people, elected at the AGM from the membership of the Association. The Association works with the Park Board and staff to operate the Dunbar Community Centre. While the Board does not have direct responsibility for the administration of the centre, it acts in an advisory capacity to Park Board staff, determines the budget of the Association, sets policies regarding operations and programs at the Centre, and responds to Park board and other community initiatives.

Members of the Association Board are expected to show leadership in community affairs and activities and to act with integrity. They must possess knowledge or skills relevant to the operation of the Association and the Dunbar Community Centre, have a commitment to the work of the Association as a whole, and be able to evaluate all issues without bias or advocacy for any special interest group or segment of the membership.

No nominating committee was operating through the year. The Executive Committee undertook the tasks of the nominating committee in conjunction with the Governance Committee.

The Committee thanks Directors who have recently completed their terms or resigned most of whom have provided many years of dedicated service to the members of the Dunbar Community Centre Association and to the community of Dunbar. These Directors include David Murray, Rudy Roelofsen, Linda Cohen, Leigh Higinbotham, Dr. Ted Hunt, Kimberley Payne, Ofelia Erica Te, Lockie Mullany and Trusha Desai. The following directors were elected in 2015 for two-year terms and continue in office until April 2017:

Peggy Griesdale
Jonathan Weisman
Christina Yan-Lee
Bill Hooker
Ann Knapp

In the course of 2015 John Halldorson and Lockie Mullany were appointed by the Board for terms that expire in April 2015 and are eligible to run again.

A number of current Directors whose terms expire this April are eligible to run again.

The nominating committee is pleased to report that Colleen McGuinness has expressed an intention to stand as a candidate for election to the Board.

The nominating committee is pleased to nominate the following candidates 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



Communications and Marketing – Kathy Mullen

One of the goals that the Dunbar Community Centre Association (DCCA) set out for 2014-2016 was to improve community engagement in order to remain sustainable and relevant in the Dunbar community.

In order to reach this goal, the DCCA Board agreed on the following six communication objectives:

1. Increase awareness in the Dunbar community of our brand, mandate and resources.
2. Improve opportunities for feedback from patrons and instructors, and respond to this feedback.
3. Formalize networking and communication with Dunbar groups and neighbours.

Reinvigorate relationships with other community centre associations and improve Board presence.

4. Enhance the volunteer program.
5. Improve multilingual communication.

To help us achieve these six objectives in 2015 the DCCA Board hired a temporary Marketing and Communications Consultant for four months. She assessed the current communication activities at the Centre and prepared a plan to assist in delivering the six objectives. As a result of the efforts of the Consultant, the staff and the Board, the following outcomes were achieved in 2015.

Increase awareness in the Dunbar Community of our brand, mandate and resources:

- A communication plan for the Board and staff was drafted and implemented to better coordinate and deliver communication activities on a regular basis.
- Branding was improved through the production of a Graphic Standards Guide and templates for various communication materials.
- Four seasonal Program Guides were again developed and mailed to about 14,000 households around the Dunbar neighbourhood via Canada Post to postal codes – V6S, V6N, V6L, V6K, V6R.
- The old Readerboard signboard on the front lawn continued to provide highlights of activities. Meetings with the Park Board to explore updating the signboard to digital format did not result in progress due to the city's concerns about the use of digital signage.
- With between 100 and 200 daily visits to our website (dunbarcentre.org), plans were initiated to upgrade the website in 2016. In the interim, an events calendar was added to the existing website, and improved access to the online program guide was achieved.

- “The Readerboard,” the e-Newsletter, was sent monthly to approximately 650 patrons

- Social media activity was dramatically increased. Our Facebook page (www.facebook.com/DunbarCentre) now has approximately 326 monthly likes. This is a 50% increase from 2014, and 2014 saw a 40% increase from 2013. Twitter (@DunbarCC) now has 613 followers, up from 472 followers in 2014. An Instagram account was added late in 2015 and 46 people are following us. Activity on all these sites is now managed with a Hootsuite account by staff and volunteers for improved planning and coordination of messaging.



Improve opportunities for feedback from patrons and instructors, and respond to this feedback:

- A customer feedback box was installed on the front desk, in addition to the feedback links on the website and on our social media accounts. We also invite comments on the program guide and patrons are welcome to speak to staff or board members if they prefer.
- This year we also sent feedback surveys to Craft Fair vendors and attendees.
- In our experience we find that the Dunbar patrons are a quiet group, and while we receive very few comments, we do respond to anyone who provides a name and contact with their comments.



Formalize networking and communication with Dunbar groups and neighbours:

- We continued efforts to strengthen the relationship with the Dunbar Residents' Association (DRA) and we are appreciative that we have an active residents' association that helps us keep abreast of the needs of our local community. We also extend our thanks to the DRA for providing a neighbourhood email service and seasonal newsletters, both of which support our efforts to promote activities at the Centre.
- This year we're very pleased to have developed a new relationship with our local Vancity, under the leadership of Clayton Ablett, the new branch Manager. Clayton is a strong community booster, and lent support to the Craft Fair, the Chinese New Year's event and other activities.
- St. George's School continues to lend us support, through their student volunteers, supporting our St. George's junior board member and with the loan of their stage risers.
- Dunbar Earthquake and Emergency Preparedness - We strengthened ties to this group with the addition of John Halldorson to our Board. John's participation in both Associations has brought a greater awareness and coordination to both groups.
- Dunbar Life profiled our Board member Jane Ingman Baker in their most recent addition, and we continue to look for more opportunities to bring our stories to the Dunbar community.

Reinvigorate relationships with other community centre associations and improve Board presence.

- Carrying over from 2014, negotiations between the City of Vancouver and the community centre associations regarding a new joint operating agreement continued into mid-year without positive outcomes. The negotiations then went into hiatus for the balance of 2015.
- These discussions took significant time and energy on the part of the Association President and were the primary venue for most Association-to-Association conversations.
- Outside of these negotiations, informal discussions with other centres were held in the areas of Association administration and communications and marketing and best practices. Through all these discussions, we were able to learn more about best practices from other Associations, and we were able to share our status with them.

- Enhance the volunteer program - please see the report from our Volunteer Coordinator on page 22.

Improve multilingual communication:

- Meetings were held with Park Board marketing staff to build on the City of Vancouver's multilingual requirements and protocol, but there is little support available from the Park Board head office at this time. Further progress will await their lead in this area. In closing, I would like to extend my sincere thanks to Susan Mele and Bruce MacWilliam, our Community Recreation Supervisors in 2015. Without their support and positive energy, it would be very difficult to successfully 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 unfailing positive attitudes that make volunteering a pleasure.

Kathy Mullen
VP, Operations

Community Liaison – Bill Hooker

Musqueam Indian Band Liaison

There was not much interaction that I observed between the Community Centre and our Musqueam neighbours and I think we could be more active in promoting more exchanges. However, a number of us did attend the National Aboriginal Day celebration on June 21st and I will continue to encourage our board, staff and patrons to do so this year. It always features intriguing displays, a crafts market, entertainment and the most amazing luncheon for 1,000 guests.

I think we could encourage more interchange focusing on Musqueam culture and development plans including such things as “Block F” on the UBC border, Milltown Marina and the continuing activity of the Musqueam Capital Corporation. There could be some possibilities of recreational or sports activities, e.g. a basketball competition between a Musqueam team and one from our Wednesday night players. I think a presentation by the Grant family about their visit to a Chinese ancestor’s home village in China and the documentary film about that visit would be extremely well received if promoted properly.

There are a couple of young Musqueam residents who do take advantage of our recreational facilities; one is a regular basketball player on Wednesdays and another uses our fitness centre because the Musqueam one lacks both a sauna and a hot tub.

I plan to meet again with some of the Musqueam leaders to see what we could promote along the lines I have suggested and to explore further opportunities for cooperation between our two dynamic communities.

Dunbar Apartments

First, I should note that the residents have adopted the previous unofficial term “Dunbar Apartments” as the official name after much discussion and a long list of suggested names.

Over the past year, life in the apartments appears to have become quite stable as there has been little turnover in either residents or staff. The number of emergency calls has diminished and the percentage of residents who require such assistance participating in recovery programs is high with marked success among them. The integration of residents in the larger community continues at the Dunbar branch library and other commercial facilities in the neighbourhood. The problems that had raised alarms initially either did not materialize or have been successfully resolved and there do not seem to be any significant complaints from the larger community.

I have attended the regular Citizens Advisory Committee meetings every four months as well as an open house dinner and the staff expressed their appreciation of our presence and input. There also are a number of volunteers who participate in supportive roles at the apartments and their work is appreciated as well, however, I am not aware of participation by the residents in any community centre activities and I think we may be missing an opportunity to provide some outreach in that area. As our programmers settle in, perhaps that will be an area to investigate.

Respectively submitted,
Bill Hooker

Programming – Jane Ingman Baker

The Programming Committee has had an active year. We have had personnel changes in all the programming positions at the Centre that have provided challenges and opportunities. Heather Rooke and Chris Podlecki have been reassigned by the Park Board to new centres and Sophie Noel was on maternity leave in 2015. Both Heather and Chris's positions were filled by temporary staff who did an extemporary job of not just filling in but also expanding the portfolios that they were assigned. Brittany Walsh is our current Adult and Senior Programmer and she has introduced a wide range of new programs.

Pickleball is a very popular program and other programs and free seminars have been well received. Brittany has successfully restarted our Pottery Program and we look forward to more offerings in that area. Brittany has also managed significant changes to our Dunbar Stars program, which is the only Vancouver Community Centre program specifically designed for developmentally challenged young adults.



Pottery revival!

One special night we had pythons and tarantulas visiting, much to the delight of the program registrants and staff.

Jade Spencer-Tam is currently our Under 19 Programmer. She has stewarded to fruition our new program in Mandarin for the preschool and elementary children, as well as working with our instructors and preschool to revamp our preschool programs to comply with new Provincial regulations. Joe Wong, Maggie Li and Jade Spencer-Tam all took turns this year managing our special events, summer camps and group fitness program. Our summer camps were as vibrant as ever. We continue to have a dedicated attendance at Group Fitness and we are pleased to have been able to recommence some summer Saturday classes. Changing Aging and Fit Over 50, an initiative with UBC Kinesiology Department, have been very well received and we hope to introduce more evidence based exercise programming in the future. Gogo Lalli, our Community Youth Worker has introduced a drop-in Basketball Program for youth and is continuing to work on engaging young people in the Centre.

In addition to staff changes, the Programming team had to manage a significant software change. This was a challenge for all staff but had particular impact on the programming staff that had to input all the programs into a new system and manage registration and brochure production from that new platform. Heather Rooke led the team through this with skill and grace, and the new team members amazed us all with their calm and competence. The upside is that we have a platform that we believe is easier for patrons to use and is one that allows us to more easily monitor registration and attendance. We hope that any interruptions to service during implementation were not too onerous and we look forward to a long and productive working relationship with ActiveNet.

We hope to see you all at a new class this year and invite you to continue to let us know what you would like to see at the DCC in programs this year and beyond.

Jane Ingman Baker
Chair, DCCA Programming Committee.

Governance– Jonathan Weisman

The Governance Committee was formed in 2015. The Board’s strategic planning process had identified a need for an internal group with an ongoing focus on best practices. The Governance Committee was struck to provide that focus, offering the Board advice and guidance on structural and regulatory questions.

The Committee’s first task was a Bylaw review. This has resulted in the modernized Bylaws proposed for adoption at this year’s Annual General Meeting. The Committee is alert to the changes which will be demanded by the incoming *Societies Act*, and expects to begin its review of the Association’s constituting documents later this year to prepare for the mandated transition. This will provide ample lead time to meet the anticipated transition deadline of November 2018.

Many of the Association’s functions are carried out through its committees. Ensuring that these groups are properly equipped for their tasks is the Governance Committee’s next project. It includes both a review of committee mandates and an analysis of directors’ roles and responsibilities. Recommended changes will be reported to the Board in mid-2016.

Ongoing projects include document management and strategic goal review. The Committee is also tasked to respond to special requests from the Board and other committees on regulatory points. The work of the Governance Committee is not glamorous, but is an effort which should lead in time to a better functioning Board and Association in every other respect.



Facilities and Safety Committee– John Halldorson

A revamped Facilities Committee was organized and started up in January 2016 chaired by John Halldorson, a new Board member. The Committee's main function continues to be keeping our building as functional and welcoming as possible. To meet this, the scope of the Facility Committee, as identified by the Board Executive is three-fold:

1. Working with the Program Committee to increase the use of Dunbar Community Centre and Park.
2. Facility Condition: repair, cleanliness, maintenance and upgrading.
3. Health and Safety issues of all users and employees of the Board.

To that end it was agreed to invest significantly in renovation, updating or replacing of spaces, fittings, and fixtures as necessary to support community needs.

In the short term, the Facilities Committee is reintroducing a children's play area in the main lobby and purchasing new inviting furniture for the main floor and a senior's quiet area in the upper lobby. We are working with the Parks Board on a Youth Room, identifying new storage spaces for tables and chairs and the possibility of working with Hives for Humanity.

In the longer term, the Committee is looking into the feasibility of a Dividing Curtain in the main gym and the upgrading of all kitchens areas in the Centre. The Board has earmarked \$25,000.00 to look into both of these upgrades.

In 20015 the Board completed replacement of the skylight, new carpet in the lobby and new Wi-fi in the Centre.

Respectfully submitted,
John Halldorson
Chair, Facilities Committee



Special Events – Christina Yan-Lee

The Special Events Committee was restarted last year when I joined the board in April.

It was a very busy year, particularly starting in April when we selected and began our one year term with our Artists in Communities (our AIC Team) made up of Elisa Yon, Leah Weinstein and Jaspal Marwah. It has been a wonderful and supportive collaboration between our AIC Team, the Dunbar Community Centre Association and Vancouver Park Board’s Danita Noyes, the Arts Programmer for the Westside.

Our AIC Team’s theme is ‘Working Holiday Projects’, and all their projects revolved around that concept. They have engaged our patrons, the Dunbar community, reached out to local community organizations and businesses, and created a blog, www.workingholidayproject.com. Their 2015 projects were as follows: Working Space in the lobby, Still Life Harvest Project, Outdoor Chess Play Making and Installation, Sauerkraut/Kimchee Fermentation Workshop, Festive Tree Lighting.



Working Holiday Fermentations



Working Holiday Digital Light Projections

The Association and our Artists would like to extend a big thanks to all those in our community who generously partnered with and supported our Artists. These include: Vancouver Park Board’s Danita Noyes, the Arts Programmer for the Westside, Park Board’s Operations staff, Vancity, Stong’s, Blight’s Home Hardware, photographer Amanda Arcuri, Elizabeth Paterson of Pastime Consort, the Dunbar branch of the Vancouver Public Library, Cameron Cartiere and his Environmental Ethics class from the Emily Carr University of Design + Art, and Chef and Holistic Nutritionist Andrea Potter.

Our AIC projects greatly enhanced our other special events, which included:

- Easter Egg Hunt, Mother’s Day Tea, Salmonberry Days Community Fair, Harvest Festival (Dunbar Village Business Association), National Seniors Day, Holiday Craft Fair, Festive Tree Lighting.

Our Committee acknowledges the incredible support received from our youth volunteers, thanks to Laurel Giassa, our Volunteer Coordinator. She is so good and respectful to youth, and they respond in kind and give us their best.



Working Holiday Outdoor Chess Installation

Volunteers – Laurel Giassa

In the latter part of 2015, the Association took on the coordination of Volunteers, and Laurel Giassa assumed this area of responsibility. We undertook as an Association endeavours to revamp Dunbar's Youth Volunteer program and through extensive outreach to our local schools and increased marketing to students, we now have approximately 100 students in our volunteer database. An online software



Volunteers in action on the chessboard!

program was implemented to better track volunteers and their preferences and hours.

Social media is now also being used to better share opportunities for volunteering. Volunteers receive training, support, feedback and recognition to ensure that both the volunteers and the DCCA are benefiting from this important resource.

Volunteers are still predominantly drawn from students in grades 10 and 11, as they require volunteer hours for graduation.

We are encouraging participation in new events as well as our usual ongoing opportunities, which include Salmonberry

Days, the Craft Fair, working with our Artists in the Community, assisting with programs and other ad hoc opportunities. Our volunteers contributed greatly to our events and activities and we look forward to expanding both our youth and adult volunteer programs in 2016.

Thank you to the Board, staff and most importantly, our volunteers for making 2015 such a successful year for volunteering at the Dunbar Community Centre.

Laurel Giassa
 Administrator/Volunteer Coordinator
 Dunbar Community Centre Association

Dunbar Memorial Preschool – Peggy Griesdale

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



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 enrol 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.

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: Halloween Haunted House, Breakfast with Santa, Easter Egg Hunt, and Salmonberry Days.
- **Parent Education.** This year we continued to work together with our neighbourhood preschools, Crown and Tom Thumb, and hold our parent education seminars together. We have opened these to the general public for a fee and the community response has been positive.

Programming

This is our first 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 for 3 and 4 year olds runs Monday – Thursday for 3 hours in the morning. We offer flexible scheduling – families can choose 2-4 days/week of attendance. We have had full or near full enrolment for our main program this year.

We piloted our outdoor class last winter/spring on Thursday afternoons. We continued to offer it on Thursdays this past fall, and due to demand, we increased our outdoor class to 2 days/week since January. This class is offered to the general public, in addition to those students already in our morning class.

Our drop-off 2's class has had full enrolment since introducing it last spring. With only eight students to 2 teachers, this class offers a gentle introduction to a preschool setting. Since another teacher was added in January, we increased the class size maximum to 12.

In addition to our preschool programs, our teachers have started to offer classes for preschool-aged children at DCC. "Nature Art" was offered this winter and "Fun with Literacy" is being offered this spring.

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 this year. We've developed a strong working relationship with both parties and hope to continue to do so in the future.

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,
Peggy Griesdale, DMP President

This concludes the 2015 Annual Report.

Thank you for your support and we look forward to a successful year ahead in 2016.



Photo courtesy of John Cousineau

