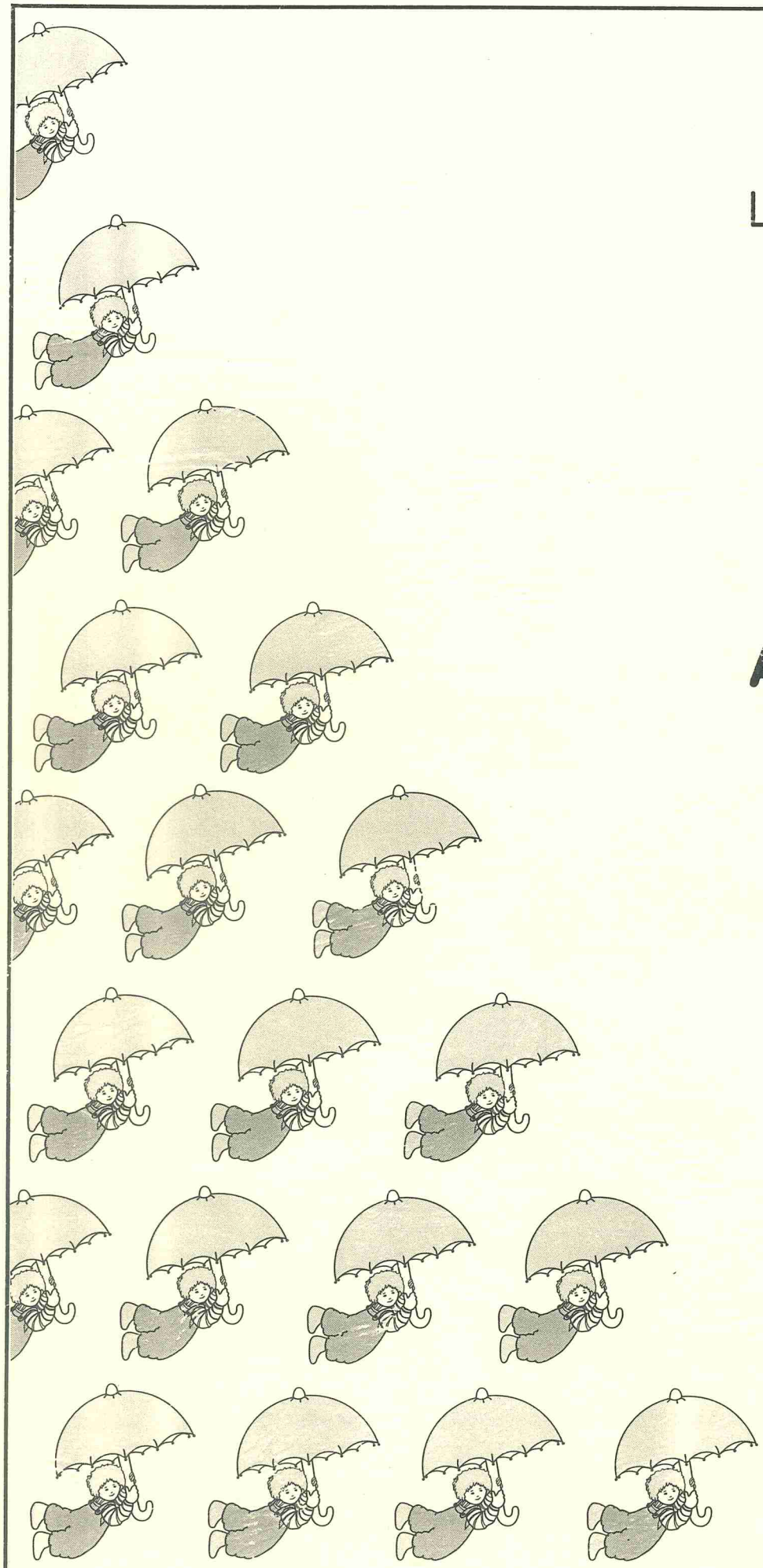

# Lower Fraser Valley Cerebral Palsy Association

# 41st Annual Report

## 1993/94

A United Way Member Agency

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# 41st Annual Report

## 1993/94

A United Way Member Agency

## 1993/94 Board of Directors

Bill Clydesdale (from September 1993)
Diana Diggle
Zosia Ettenberg (to September 1993)
Dave Goodwin
Martin Hyatt
Ken Kabush
Kewal Khosla (from September 1993)
Dianne Lewis
Avril McGeer
Dawn Proudlove
Harold Pugash
Jann Richardson
Norm Sherritt (to September 1993)
Rob Shirreff
Lyn Stringer
Marilyn Watts

## Officers as at March 31, 1994

| | | |
|---|---|---|
| Dave Goodwin | - | President |
| Harold Pugash | - | Vice-President |
| Martin Hyatt | - | Treasurer |
| Dianne Lewis | - | Secretary |
| Diana Diggle | - | Director-at-large |
| Dawn Proudlove | - | Director-at-large |

## Lower Fraser Valley Cerebral Palsy Association Honorary Members

| | |
|---|---|
| Mr. J. Barr | Mr. C. Coutts |
| Mr. H. Cuthbertson | Mr. E. Edwards |
| Mrs. W. Fayers | Mrs. R. Hougen |
| Dr. H. Kennedy | Miss D. Ladner |
| Mr. S. Piskorik | Mr. N. Sherritt |
| Mrs. D. Skelton | Mr. M. Terrace |

# President's Report

This year we are celebrating forty years of caring. Special recognition and thanks again to Norm Sherritt who selflessly gave his time, labour and caring to help build our organization over the past forty years. Special thanks as well to our departing Board members this past year—Norm Sherritt and Zosia Ettenberg, both of whom have given countless hours of time and caring.

This past year has seen our consolidation of services after a period of rapid expansion. With the establishment of a new Group Home Subcommittee, much closer links have been established between our group home operations and the Board, with positive results for the delivery of our services. The new school therapy initiative in partnership with the school boards and the Ministry of Health has been a positive step forward this past year with government recognizing the need to fund services to children over the age of seven years.

We continue to make inroads in the diversification of our fundraising efforts. This year saw the closing of the Langley Common Cents Thrift Centre and the taking over of the Cloverdale Thrift Store from the Auxiliary. As well, our fundraising arm saw a name change to the Child Development Foundation of British Columbia, reflective of a wider mandate and the role of our organization as a leader in the field. The continued efforts of the Board, staff and volunteers in our fundraising efforts are much appreciated and necessary to our existence. Some of our very important and necessary services which are integral to our family-centered approach to the delivery of services are funded solely by fundraising dollars.

Funding for our services continues to be a high priority as the shortfall increases between our costs, and government funding of the basic treatment services being physiotherapy, occupational therapy, and communication therapy. With the unionization of support staff we face increases to the costs of salaries and benefits which in turn reflect the increasingly competitive market place. As a leader in our field there is a financial cost which goes along with excellence. We are hopeful that government will recognize its responsibility to ensure full funding for the basic treatment services which are the core of our child development programmes.

To our donors and volunteers who assist with our fundraising goes special thanks. We couldn't do it without you. The Auxiliary to the Association continues to work tirelessly in its efforts to raise funds. Similarly thanks go to

the United Way and all involved in this fundraising campaign. We also sincerely appreciate the support we receive from the Ministry of Health and Ministry of Social Services which fund many of our core services including our group home services.

We continue to be fortunate in having an excellent staff of professionals and support personnel to deliver our services. Additionally, we are very fortunate to have a group of highly committed and skilled individuals serving on our Board of Directors. My personal thanks to all who have given of their time and caring over this past year. I look forward to another year of working with the Board, staff and volunteers in meeting the challenges facing our organization.

Respectfully submitted,
David H. Goodwin
President

# Executive Director's Report

As our President has indicated in his report, the 1993-94 year was one of consolidation. Funding was not available to develop more new initiatives. With the rapid expansion (a doubling of our budget in the previous three years) we needed the time to evaluate, fine tune and ensure that our services maintained a high level of efficiency and effectiveness while retaining a caring family-centered approach to our provision of services.

I greatly appreciate all the support which has been given to make our organization what it is—unique in many respects and one which is viewed with high esteem. That comes from the enthusiasm and tremendous dedication of our staff, the encouragement and commitment of our Board and the personal support given by so many of our donors. In particular I would like to express appreciation to our Auxiliary—a very dedicated core of individuals who for the past several decades has provided unstinting support of the work of the Centre. On several occasions in the past they kept the Centre going by ensuring the payroll was met. They have been a consistent supporter, annually providing generous donations to the Centre, including the proceeds of the sale of land from the former Whalley shop location. Without them we would not be in existence today. Thank you ladies for a job well done!

While we have many other strong supporters and it would be impossible to mention them all. I would like to specifically recognize the B.C. Lions Society for Children with Disabilities and Variety Club who each donated vans so that our clients would have transportation; to the Ministry of Women's Equality for funding the new roof on Lookout Preschool; the Ministries of Health and Social Services and United Way for their grants and all our other volunteers and service clubs who fund or provide support for the services we provide.

This past year brought major changes to the organization—as well as consolidating our thrift store operations at the Cloverdale Common Cents outlet we consolidated our children's residential facilities at the Villa, closing the Old Yale Road group home.

During the year the Centre and Lookout staff moved to a 36-hour work week under the Provincial Health Accord developed by the Ministry of Health. This required much effort on the part of all in rescheduling. I am pleased we were able to accommodate the substantial wishes of the majority of staff while continuing to address the needs of our clients.

During the year there were some changes in our Management Team: Rosanne Franklyn stepped down from the Occupational Therapy Director's position to continue work as a staff Occupational Therapist and allow her more time with her family. Her position was taken by Mary-Ann Snell. Jan Talbot, our Accountant and Barbara Yost, Residential Services left us and Alix Baziuk rejoined us in the Accounting area after a break of two years while Susan Reycraft was appointed on an interim basis to head up our Residential Services division.

The future of the organization like all organizations in the health field has not yet been fully defined as a result of the Ministry initiative to decentralize power and authority to regions and local Community Health Councils. We are confident however that we will continue to be a contracting agency for delivering services to people with physical handicaps and hope that new initiatives will be developed so that we can meet the increasing demands for service being placed upon us.

Respectfully submitted,
Ian C. Moody
Executive Director

# Medical Director's Report

Medical input at VCDC has two components. One is the continued and highly valued monthly orthopaedic clinics held by Dr. R. Beauchamp. These clinics provide coordinated orthopaedic care being attended by parents, therapists and orthotists thus integrating orthopaedics into the overall management of the children attending VCDC. The second medical component is paediatric with an initial medical assessment of the children referred to the Centre and follow-up consultations as needed for children with complex conditions and for discussions with parents. Medical input into programme planning and design of policies and procedures is also provided.

Referrals to VCDC have increased to 133 over the past year. Of these, two-thirds required services available at VCDC. The other children were referred to other available resources or were followed for a period of time to determine if they needed ongoing treatment.

VCDC has a commitment to excellence. The programmes here enjoy a high regard in the medical community of our area. It continues to be a pleasure to be associated with this organization.

Respectfully submitted,
M.L. Weir, M.D. F.R.C.P.C.
Medical Director

## Family Services

A new development in Family Services this year is the addition of a very successful support group for mothers whose first language is Punjabi. Carol Middleton has led the way in exploring culturally-responsive services to the Indo-Canadian community and in working with this community toward education about disability and our services.

Family Services staff continued to facilitate two weekly mothers' support groups, a bi-weekly mothers' group, and a monthly group for grandparents. We also designed and led a six-week siblings group for seven children in May/June.

Family Services staff have done their share of teaching and learning this year. Carol presented on "Multicultural Issues" at the Making a Difference Conference in Richmond. Sharon McInnes did inservices on Family-Centered Care for child development centres in Windsor and Ottawa and for Sunny Hill Health Centre and S.A.E.C.E. Staff attended workshops on play therapy, multicultural issues, and grief issues. Sharon also attended the Association for the Care of Children's conference in Toronto.

All in all, a productive year.

Respectfully submitted,
Sharon McInnes, M.Ed.
Director of Family Services

# Occupational Therapy

The Occupational Therapy Department has continued to provide services that are both Centre-based and home/school-based. This past year, a two day per week contract position was initiated in the Langley School District and the department is looking towards developing a more comprehensive and coordinated programme of service delivery with the Langley School Board therapists. Outreach services continue to Rainbow Ridge in Whonnock.

The specialty teams have further developed their services, knowledge base and scope. These teams include the Equipment Team, Feeding Team, upper limb splinting and computer expertise. Members of these teams have attended comprehensive courses this past year.

The Occupational Therapy Department has made the shift to Family-Centered Services and a variety of service delivery models are available to meet the family's and client's needs.

The increasing requests for specific independent living goals and discharge planning for the teenage clients have resulted in the initiation of programme planning within the department to meet these needs. As well, encouragement to participate in community recreation-based groups have aided in the promotion of independence, social and physical abilities.

Respectfully submitted,
Mary-Ann Snell, O.T. Reg.
Paediatric Occupational Therapist

# Physiotherapy

Change, adaptation, "New Directions" and "Closer to Home" are all phrases that have become familiar buzz words to everyone in the health care profession. They have had a significant effect this past year on the Physiotherapy department. As we continue to fine tune the changes engendered by family-centered care, therapists are definitely working closer to home as the number of therapy home visits has increased significantly. Scheduling has become more flexible as we adapt to the changing needs of our clients. Therapists continue to explore new directions in an ongoing effort to stay current with the latest research, advances and techniques in rehabilitation.

The Association's clinical affiliation with the School of Rehabilitation Sciences at UBC, the Rehabilitation Assistants programme at Okanagan University College as well as universities across the country has resulted in three clinical placements in physiotherapy this past year. Students and faculty cite the high calibre of our staff, the organization of the student experience and the general atmosphere of Variety Child Development Centre among our strengths. As well as providing clinical supervision, Physiotherapy staff are active on several UBC committees and have taken on teaching roles in both the academic arena as well as with community groups.

The commitment Physiotherapy staff feel to their profession is evidenced by the number of their special interest involvements and the leadership roles which staff assume.

The past year's programme staffing requirements have been ably filled by our experienced therapists. In September we welcomed back Audrey Farrant from her maternity leave and we were pleased to have Dianne Aikman continue in the Surrey School Support programme four days a week, replacing Llaesa North whose leave of absence was extended. The new position of School Support for the Delta district was taken on by Audrey. Clinical programmes continue to serve a diverse population through physiotherapy support to Variety Child Development Centre Preschool through to Casting and Equipment team. The Casting programme continues to grow and develop under the direction of the Casting/Splinting team of Sandy Armitage, Sandra Kudar and Linda Wieler. The programme has expanded this year to include a combined occupational therapy/physiotherapy element as serial casting of the upper

limb was incorporated. Thanks go to Karen Edwards, Occupational Therapist for the expertise she has shared. Rainbow Ridge and Lookout Preschool have continued to benefit from John Cumberbirch's dynamic approach.

The Equipment/Toy Library programme now has 128 members. We wish to thank our volunteers Julie Paskall and Cathy Leavitt for providing the ongoing job of keeping the programme organized and picking up after us. A thank you also goes to the gentlemen of the Technical Services department for keeping things in running order.

The Physiotherapy department goals for 1994-95:

- to promote awareness among clients, of community sports and leisure opportunities;

- to evaluate department procedures around charting, scheduling, service delivery and waitlist management;

- to develop a proposal for the sponsorship of educational programmes.

Respectfully submitted,
Judit Spence, B.S.R.
Paediatric Physiotherapist
Director of Physiotherapy

# Communication Therapy

This year we were pleased to welcome Lucy Ruthven and Janelle Sampson to our department to increase our staff level to 3.9 FTE's.

Increasing the variety and quality of services to parents was one area of focus for our energies this year. In November, we hosted a three-day course for Speech-Language Pathologists on "Involving Caregivers as Language Facilitators". Three members of our department became certified instructors for the Hanen Early Language Programme. Two parent workshops of 8-10 weeks in length have been offered. To improve our effectiveness in helping fathers learn about their child's communication, a survey questionnaire was developed and distributed.

The Eating Skills Team undertook a two-week project to provide services to children at Simon Cunningham Elementary School. They were also able to secure funding for an 8-month project bringing a nutritionist's services to the most urgent cases.

Children who need alternative systems of communication when their speech is difficult to understand, continue to make up a large percentage of our caseloads. Through inservicing, we were able to increase staff knowledge about the use of computers to assist the development of communication skills.

A generous donation from Van Zor Grotto allowed us to expand our communication equipment loan supply so that more children can be provided with technical devices to assist their communication.

"Teamwork" became an important theme for us this year. We particularly enjoyed our partnership with the preschool staff at VCDC and Lookout.

Three members of our department served as clinical instructors for a speech-language pathology student from the University of Alberta on a 10-week practicum.

Respectfully submitted,
Marie Bremner, M.Sc. S-LP(C)
Registered Speech-Language Pathologist
Director of Communication Therapy

# Recreation Services

## VCDC Pool Programmes:

The pool has once again been a very busy hub of activity with up to 350 people swimming each week. Adapted aquatic programmes are serving many school groups at the preschool, elementary and secondary levels as well as many of the Centre's clients. Our community programmes—adult drop-in, aquafitness and family swims are also well attended.

## Boccia Programme:

The junior boccia team programme has had a significant increase in its number of participants warranting the need of two coaches now. They continue to meet weekly at Simon Cunningham School to practise. Competitions this year have included the B.C. Boccia Championships, the 3rd Annual Boccia Bash held in Duncan, B.C. this year and the upcoming B.C. Games for the Physically Disabled taking place in July in Vancouver.

## Track and Field Programme:

Recreation Services has reintroduced a track and field programme after several years' break. The team of 15 athletes has been training weekly since April at Holy Cross High School getting ready to compete at the B.C. Games for the Physically Disabled in July. Thanks to Frannie Cruise for making this programme a great success.

Respectfully submitted,
Heidi Wagner
Director of Recreation Services

## Financial Development Office

We have had another very busy year in the Financial Development office, particularly gaming activities. In addition to our bingo operation we were fortunate to hold two successful casinos. Since gaming is such an important component of our fundraising, we have devoted a great deal of time this year to lobbying for the continuation of charitable gaming in B.C. We hope we have been successful.

June saw a cloudy but dry slide-a-thon which was once again a big hit. As the fall got underway, plans were in place for the busiest of holiday seasons. We added a Craft Fair to our expanded Silent Auction and Ticket Lottery. Our good friends at the Rotary Club once again held the Light-A-Light event sponsored by Surrey Metro Savings and were joined this year by McDonald's. We were thrilled to have them on board with us. The Hoskins did not let the addition of their newborn daughter Kimberley stop them from hosting the best Festival-of-Lights ever.

Our thrift shop operations this year changed somewhat. The Langley store closed and our Cloverdale shop underwent major changes. Much of the success of this transformation and many other important happenings are the result of the hard work and effort of Linda O'Donovan and our dedicated volunteers in our shops, bingo, casino and other special events. These caring individuals give so generously of themselves.

We were also very fortunate to once again have wonderful friends in our community to assist us in meeting our goals—in particular, C.K.N.W. Orphans' Fund, Spina Bifida Association, Cloverdale Elks and many other special groups. Their support is so important to our operation.

We can not complete an Annual Report without recognizing and thanking all the wonderful donors who have given so very generously this year. Without your support the programmes and services which are essential to the future of so many children would not be possible. Your support has and will continue to make a significant difference to so many. Thank you all.

Respectfully submitted,
Wendy Thompson
Fundraising Coordinator

# Lookout Preschool

To confirm our commitment to the family-centered principle, Lookout Preschool invited parents to come and talk to the children about their work, do a special activity with the children or bring the family pet. The response was very good. We had parents do science experiments with the children, we participated in a Jazzercise class and we had a dad come in to talk to us about tools! As well, we had many visits from family pets.

Lookout Preschool hosted two successful Father's Nights. One night was to make a special card for Mother's Day, and the other was to carve pumpkins for Halloween. We had a good turnout for both occasions and we are planning to do more in the future.

Towards the end of the year, we had a family field trip to Crescent Beach. The children enjoyed collecting shells, hunting for crabs and building sandcastles.

We had two year-end picnics outside for our four classes. On one of the picnic days it started to rain so we had to continue indoors. Our other picnic was more of a success as the weather was more cooperative.

Lookout Preschool has been host to many practicum students over the year from various community colleges. This includes students who are studying Early Childhood Education or are working on their Special Needs Citation. This continues to be an important goal for the staff at Lookout; that we provide opportunities for students to learn effective and positive teaching methods.

It has been a busy year for Lookout Preschool and we are already thinking about what next year will bring.

Respectfully submitted,
Tracy MacGillivray
Director of Lookout Preschool

# VCDC Preschool

The VCDC Preschool staff attended a number of seminars and workshops throughout the year including the Annual Early Childhood Education Conference of B.C.

Special preschool events which involved the children and their families included:

- Orientation Night
- Annual Open House
- Pumpkin Carving
- Fashion Show
- Man in Your Life Night
- Summer Fun Night
- C.K.N.W. Picnic
- Royal Vancouver Yacht Club Boat Cruise
- Family Year-End Picnic

We were pleased to have Charlotte Diamond as our special guest for our Christmas Party. In February we had a group of Early Childhood Education students from Japan visit the Centre and Preschool.

The Preschool annual walk-a-thon was successful in raising monies for a new swing set for all the children to use in the playground area.

Throughout the year we provided practicum placements for students from the University of Victoria, Fraser Valley University, Northern Lights, Douglas College, Kwantlen College and Surrey high schools for job experience.

Respectfully submitted,
Karen Whitelock
Director of VCDC Preschool

# Support Services

## Technical Services:

Technical Services builds and adapts customized equipment for the clients of Variety Child Development Centre. This equipment is sometimes similar to commercial items but is more often a unique approach to an individual child's particular needs for independence, mobility and/or communication. Items are constructed of wood, various metals, plastics, foams and fabrics and range from tables and seats to computer keyguards and adaptations to battery-operated toys.

Glen Franklyn and Art Newsham, our two capable and talented technicians, continue to be very creative and inventive when challenged by a unique problem. Their ingenuity results in many clever and practical solutions being incorporated into their products.

With support from Len Northrup, Technical Services also does routine repairs and minor renovations around the building and in our group homes. This past year our technicians built new office space upstairs and added an office downstairs—much needed and appreciated by staff.

Technical Services staff made adaptations to their van to allow for the safe transportation of long lengths of tubing and other difficult-to-handle materials.

Glen, Art and Len—three individuals you can count on for innovation, quality and a job well done!

## Housekeeping/Maintenance:

The efforts of a few benefit many. Keeping the inside of the building well maintained and clean falls on the shoulders of Allister Riley, Christa Frizzi, Nova Bannatyne-Eng, and Allen Zwez-Lopez. Their pride in their work, their willingness to "pitch-in" and help, and their desire to keep the building looking good is appreciated by all staff and users of the building and leaves first-time visitors with a positive impression.

Thank you Al, Christa, Nova and Allen...a job done with pride and competence is a job well done!

## Volunteers:

The Lower Fraser Valley Cerebral Palsy Association relies a great deal on the voluntary services of hundreds of individuals. 1993/94 brought many new people into our volunteer ranks and saw a large number of individuals continue their fine service to our organization.

Volunteers help in many different ways to support the efforts of the organization...some help raise funds, working in thrift stores, bingo halls, at casinos or organize and run their own fundraising events. Some provide clerical help, or organize and manage equipment loan programmes. Others help with direct service, working with children and families, providing their talents and energies to support staff. Still others help by being involved in committees and management of the organization.

Whether an individual, like 8-year old Tracy Basham, who colours signs and banners; or a family, like Blaine, Margaret and Lorne Hoskins whose Festival-of-Lights donates thousands of dollars to the Centre, or a service club like the Rotary Club of Surrey which organizes a Children's Christmas Party, all have one thing in common—a desire to give of themselves, their time and energy, skills and talents.

To all our volunteers, on behalf of the children, their families and the Association's staff members, thank you for the contribution each of you has made to the Lower Fraser Valley Cerebral Palsy Association.

Respectfully submitted,
John Maddalozzo
Centre Coordinator

## Client Statistics

| | 1993/94 | 1992/93 | 1991/92 | 1990/91 | 1989/90 |
|---|---|---|---|---|---|
| Number of new referrals received | 133 | 108 | 125 | 144 | 166 |
| Number of cases opened | 82 | 71 | 68 | 80 | 116 |
| Number of cases re-opened | 2 | 2 | 4 | 11 | 19 |
| Centre therapy caseload to March 31 | 517 | 574 | 515 | 469 | 451 |
| Recreational Services/Non-therapy Clients | 176 | 181 | 156 | 215 | 181 |
| School consultations (Occupational Therapy and Physiotherapy) | 396 | 267 | 162 | 123 | 124 |
| **Total Clients Receiving One or More Services** | **1,089** | **1,022** | **833** | **807** | **756** |

## Statistical Summary by Service

| | Physio-therapy | Occupational Therapy | Communication Therapy | VCDC Preschool | Lookout Preschool | Family Services | Psychology | Recreational Services |
|---|---|---|---|---|---|---|---|---|
| Registered caseload March 31 | 390 | 320 | 146 | 104 | 76 | N/A | N/A | N/A |
| Clients receiving service (Avg/mo) | 189 | 92 | 52 | 103 | 76 | N/A | N/A | 327 |
| Admissions | 74 | 68 | 30 | 72 | 4 | N/A | N/A | N/A |
| Discharges | 27 | 21 | 9 | 64 | 5 | N/A | N/A | N/A |
| School Consulting Service | 104 | 292 | N/A | N/A | N/A | N/A | N/A | N/A |
| Total no. of persons with special needs receiving service in year | 521 | 633 | 155 | 30 | 16 | N/A | 247 | 387 |
| Families served | N/A | N/A | N/A | N/A | N/A | 381 | N/A | N/A |
| Total no. of non-disabled children receiving service (integrated programs) | N/A | N/A | N/A | 74 | 60 | N/A | N/A | 176 |
| Total Receiving Service | 521 | 633 | 155 | 104 | 76 | 381 | 247 | 563 |

# Donors

**Sincere thanks to our many friends for their donations throughout the past year:**

**Gold Donors:**

Ampex Recording Media Corporation
"In Honour of Charlotte Diamond"
Auxiliary to L.F.V.C.P.A.
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B.C. Lions Society for Children with Disabilities
C.K.N.W. Orphans' Fund
Marpole Richmond Sportsman Association
Pythian Cerebral Palsy Committee
Revenue Canada Surrey - Employees
Rotary Club of Surrey
Royal Canadian Legion #229 - Whalley
Silver Blue Traders - Erla Chiko
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Variety Child Development Centre - Employees
Variety Club of B.C.
West Coast Reduction Ltd. - Employees
Zoetic Inc. - Employees

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North Delta Dogwood Lions
Order of the Amaranth
Welco Lumber Corporation - Employees
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Donna Berndt
Christel E. Bernemann
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Booley House
C. Bowles
Vera Boyko
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Agnes Saito
Anne Salters
Sandra Santag
Scottsdad Wheelchairs
Wendy Sellars
Mabel L. Sherritt
Doris Shoemakeer
Greg Siker
Jim Simpson
Lori Sinclair
R. Slipp
D. Smith
Garry & Bonnie Smith
Tyler Sobkowich
Beth Sorensen
Judit Spence
D. St. Pierre
J. St. Pierre
Jurdis Steer
Sunshine Hills Bake Shop
Surrey Fire Fighters Association
Synkoloid Company of Canada
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Alex Weber
Westroc Industries Limited.
Gordon Wheatley
Linda Whitaker
Karen Whitelock
C. Wightman
Margaret Williamson
K. Willman

Gail Woodean
Wilfrid Wootten
Lance Yoshida
Czeslaw and Alicia Zarzycki

**Donations in Memory:**

Doris Gilchrist
Barbara Greenberg
A.A. Gutteridge
Maureen Haddock
Bob Mayo
M.S. Odermatt
Mr. H. Pugash
Rotary Club of Surrey
Doris Shoemaker
Van Zor Grotto

**Donations in Honour:**

Peter R. Cumberbirch
Mrs. R. Pugash
Lorraine M. Rushton
Miss Yvonne Turkenburg

**We are most grateful for the support of the following groups:**

Auxiliary to Tynehead Hall
Ladies of Van Zor
South Surrey Duplicate Bridge Club
Order of the Royal Purple
Royal Canadian Legion Auxiliary #175
Sons of Norway Viking Lodge
Surrey Square Wheelers

**Gifts in kind:**

A-1 Doors
Aquaventures
Mrs. Ashdown
Booley House
Mrs. Jackie Brown
Mr. & Mrs. D. Black
Brico Tool Co.
Canada Safeway Limited
The Cannery Seafood Restaurant
Choice Decorative Door Lite Ltd.
CIL Dulux
Coca Cola Bottling Ltd.
Frannie Cruise
Mr. & Mrs. Doubleday
Ducks Unlimited
The Dutch Pannekoek House
Fleetwood Art Gallery
Forster Restaurants Ltd.Jaydee's Pant Co.
Fraser Valley Gilbert & Sullivan Society
Annette Galbraith
Hotel Georgia
Beth Harper
Harrison Hot Springs Hotel
Il Paradiso Ristorante Italiano
Janny's Craftworks
Tom A. Jarrold & Associates Ltd.
Jenkins Showler Gallery
Mr. & Mrs. Barrie Johnson
Joanne McKenney
Keg Restaurants Ltd.Mount Seymour
K-Mart Store #5424, Whalley
Langley Plaze Beauty Salon
Ron & Beverly Lawrie
Lee's Jade & Opals Ltd.
Midway Supply
Kathleen Mulvin
Newton Wave Pool
Nordel Home Hardware
Pacific Inn Resort & Conference Centre
The PantryPresto Cleaners
Peoples Drug Mart, Ocean Park
Purdy's Chocolates
Saan Stores Ltd.
Save More Plumbing & Lighting
Save-On Food & Drugs
Science World
Sheraton Inn
Silver Blue Traders
Spina Bifida Association of B.c.
Splashdown Park
Starship Bingo
Surrey Fire Department
Surrey Golf Course
Surrey Metro Savings
Surrey Travelodge
Vancouver Canadians Baseball Club
Vancouver Canucks
Vancouver Public Aquarium
The Wedgewood Hotel
Wendy's Restaurants of Canada Inc.
Westin Bayshore Hotel
Leticia Zepedes

**Donors who designated contributions through United Way:**

**Employees of:**

The Bank of Nova Scotia
BC Gas
BC Rehabilitation Society
BC Transit - Airport Square
BDO Dunwood Ward Mallette
Burlington Northern Railroad
Burnaby School District #41
City of Burnaby
Canadian Tire - Pacific Associate Stores Ltd.
CIBC
Cloverdale Paint Inc.
CP Rail System - Coquitlam Rail Yards
Corportation of Delta
Delta School District #37
Eaton Employees Charity Trust Service Building & Warehouse
Employment & Immigration Canada, Royal Centre
Environment Canada - Canadian Wildlife Service
Fletcher Challenge Canada Ltd.
Hong Kong Bank of Canada
Insurance Corporation of BC
International Forest Products - Hammond Sawmill
Corporation of the Township of Langley
Lower Fraser Valley Cerebral Palsy Association
MacMillan Bloedel Ltd.
Motorola, Wireless Data Group
Norco Products Ltd.
Public Works Canada, Pacific Regional Office
Revenue Canada Customs, Regional District
Revenue Canada, Surrey Taxation Centre
City of Richmond
Royal Bank of Canada, Lower Mainland
Scott Paper Limited, New Westminster Plant
City of Surrey
Welco Lumber Corporation
West Coast Reduction Ltd.
Zoetic Inc.

**Corporate donations:**

Cloverdale Paint & Paper
Zoetic Inc.

**Personal donations:**

Miss Freda Muriel Fennell
Mr. Robert C.D. Fitzpatrick
Miss Fanny Annette Kennedy
Mr. George W. McDonald
Mr. Dave Robson
Mr. Norman A. Sherritt
Mrs. Carol Woodworth

**Thank you to friends who support all our fund raising events including:**

Preschool Walk-A-Thon
Slide-A-Thon, June 1993
Silent Auction

**Many thanks to all our friends for their donations to the Child Development Foundation of British Columbia:**

Agrifoods International Co-op Ltd.
Dome Advertising
B. Donn - In memory
C.M. Field - In Memory
C. Fridleifson
A. F. Gallitano - In Memory
M. Lightstone - In Memory
D. & M. Parker
C. Quiean
Mr. N.A. Sherritt

**Operating Funds are received from:**

Ministry of Health
Ministry of Social Services
United Way of the Lower Mainland

Lower & Edwards

# LOWER FRASER VALLEY CEREBRAL PALSY ASSOCIATION

## FINANCIAL STATEMENTS

## MARCH 31, 1994

Lower & Edwards

LOWER FRASER VALLEY CEREBRAL
PALSY ASSOCIATION

FINANCIAL STATEMENTS

MARCH 31, 1994

CONTENTS

**Lower & Edwards**
Certified General Accountants

Telephone: 534-1441 Fax: 534-1491

Malcolm R. Lower, C.G.A., C.M.A.
Mel M. Edwards, C.G.A.

20688 — 56th Avenue
Langley, B.C. V3A 3Z1
GST #R132948217

# AUDITOR'S REPORT

To the Members of
LOWER FRASER VALLEY CEREBRAL PALSY ASSOCIATION

I have audited the balance sheet of the Lower Fraser Valley Cerebral Palsy Association as at March 31, 1994 and the statements of operations, operating surplus and changes in cash resources for the year then ended. These financial statements are the responsibility of the Association's management. My responsibility is to express an opinion on these financial statements based on my audit.

Except as explained in the following paragraph, I conducted my audit in accordance with generally accepted auditing standards. Those standards require that I plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In common with many charitable organizations, the Association derives revenue from donations and fund-raising, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, my verification of these receipts was limited to the amounts recorded in the records of the Association and I was not able to determine whether any adjustments might be necessary to donations or fund-raising receipts, excess of revenue over expenses, assets and surplus.

In my opinion, these financial statements present fairly, in all material respects, the financial position of the Division as at March 31, 1994, and the results of its operations and changes in its cash resources for the year then ended in accordance with accounting principles as explained in Note 1 to the financial statements. As required by the Society Act of British Columbia, I report that, in my opinion, these principles have been applied, on a basis consistent with that of the preceding year.

LOWER AND EDWARDS

Melvin M. Edwards
Certified General Accountant

LANGLEY, B.C.
June 22, 1994

Lower & Edwards

Statement 1

LOWER FRASER VALLEY CEREBRAL
PALSY ASSOCIATION
BALANCE SHEET
MARCH 31, 1994

ASSETS

| | 1994 | 1993 |
|---|---|---|
| CURRENT ASSETS | | |
| Cash | $562,069 | $149,949 |
| Term deposit | 85,463 | 80,625 |
| Accounts receivable | 191,928 | 500,470 |
| Prepaid expenses | 14,697 | 15,838 |
| | 854,157 | 746,882 |
| LAND, BUILDING, EQUIPMENT AND FURNITURE (Note 2) | 3,226,448 | 3,345,651 |
| | $4,080,605 | $4,092,533 |

LIABILITIES

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| Accounts payable and accrued liabilities | $593,865 | $406,321 |
| Revenue received in advance | 4,180 | 15,388 |
| Current portion of long-term debt | 7,846 | 7,051 |
| | 605,891 | 428,760 |
| LONG-TERM DEBT (Note 3) | 721,643 | 729,044 |
| CAPITAL GRANTS | | |
| DEFERRED CAPITAL GRANTS | 1,234,259 | 1,315,620 |
| FUNDED RESERVE | | |
| REPLACEMENT RESERVE (Note 4) | 41,623 | 36,700 |
| SURPLUS (DEFICIT) | | |
| Capital | 1,556,269 | 1,575,225 |
| Operating | (79,080) | 7,184 |
| | 1,477,189 | 1,582,409 |
| | $4,080,605 | $4,092,533 |

Approved by the Directors:

..... Director

..... Director

Lower & Edwards



LOWER FRASER VALLEY CEREBRAL
PALSY ASSOCIATION
STATEMENT OF CAPITAL SURPLUS
YEAR ENDED MARCH 31, 1994

| | 1994 | 1993 |
|---|---|---|
| CAPITAL SURPLUS AT BEGINNING OF YEAR | $1,575,225 | $1,623,993 |
| ADD: | | |
| Donations, including capital donations | 90,989 | 60,498 |
| Amortization of capital grants | 67,764 | 67,764 |
| Gain on sale of fixed assets | 4,055 | 0 |
| Rounding | (1) | 1 |
| | 162,807 | 128,263 |
| DEDUCT: | | |
| Depreciation | 181,763 | 177,031 |
| | 181,763 | 177,031 |
| CAPITAL SURPLUS AT END OF YEAR | $1,556,269 | $1,575,225 |

Lower & Edwards

Statement 3

LOWER FRASER VALLEY CEREBRAL
PALSY ASSOCIATION
STATEMENT OF REVENUE, EXPENSES AND OPERATING SURPLUS (DEFICIT)
YEAR ENDED MARCH 31, 1994

| | 1994 | 1993 |
|---|---|---|
| REVENUE | | |
| Variety Child Development Centre (Schedule A) | $3,512,790 | $3,312,390 |
| Adult Serv. Group Homes Division (Schd B)(Note 8) | 998,285 | 979,178 |
| Children's Group Homes Division (Schedule C) | 736,884 | 688,822 |
| Lookout Preschool Division (Schedule D) | 259,762 | 186,128 |
| Total revenue | 5,507,721 | 5,166,518 |
| EXPENSES | | |
| Variety Child Development Centre (Schedule A) | 3,510,700 | 3,426,177 |
| Adult Services Group Homes Division (Schedule B) | 1,096,396 | 980,648 |
| Children's Group Homes Division (Schedule C) | 751,566 | 670,247 |
| Lookout Preschool Division (Schedule D) | 235,323 | 186,146 |
| Total expenses | 5,593,985 | 5,263,218 |
| DEFICIENCY OF REVENUE OVER EXPENSES | (86,264) | (96,700) |
| OPERATING SURPLUS AT BEGINNING OF YEAR | 7,184 | 103,884 |
| OPERATING SURPLUS (DEFICIT) AT END OF YEAR | ($79,080) | $7,184 |

Lower & Edwards

Statement 4

LOWER FRASER VALLEY CEREBRAL
PALSY ASSOCIATION
STATEMENT OF CHANGES IN CASH RESOURCES
YEAR ENDED MARCH 31, 1994

| | 1994 | 1993 |
|---|---|---|
| CASH PROVIDED BY (USED FOR): | | |
| OPERATING ACTIVITIES: | | |
| Deficiency of revenue over expenses | ($86,264) | ($96,700) |
| Add: Items not affecting cash | | |
| Depreciation | 16,573 | 16,151 |
| Amortization of capital grants | (13,597) | (13,498) |
| | (83,288) | (94,047) |
| Net change in non-cash working capital balances relating to operations | 485,994 | (281,136) |
| | 402,706 | (375,183) |
| FINANCING ACTIVITIES: | | |
| Capital grants (net of amortization) | 0 | 32,490 |
| Donations to capital fund | 90,989 | 60,498 |
| Repayment of long-term debt | (6,606) | (6,193) |
| Increase (decrease) in replacement reserve | 4,923 | (1,634) |
| | 89,306 | 85,161 |
| INVESTING ACTIVITIES: | | |
| Purchase of equipment and furniture | (77,338) | (102,102) |
| Proceeds of the sale of equipment | 2,284 | |
| | (75,054) | (102,102) |
| CHANGE IN CASH RESOURCES DURING THE YEAR | 416,958 | (392,124) |
| CASH RESOURCES AT BEGINNING OF YEAR | 230,574 | 622,698 |
| CASH RESOURCES AT END OF YEAR | $647,532 | $230,574 |
| CASH RESOURCES AT THE END OF THE YEAR CONSIST OF: | | |
| Cash | $562,069 | $149,949 |
| Term deposits | 85,463 | 80,625 |
| | $647,532 | $230,574 |

LOWER FRASER VALLEY CEREBRAL
PALSY ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS
MARCH 31,1994

## 1. SIGNIFICANT ACCOUNTING POLICIES

a) Depreciation of Buildings

The Variety Child Development Centre and Lookout Preschool buildings are depreciated using the declining balance method at an annual rate of 5% except that the donated portion of the Lookout Preschool is not depreciated. Adult Services and Children's Group Homes buildings are depreciated at an amount equal to the annual principal reduction in the related mortgages payable. Depreciation is charged to capital surplus in all divisions except Adult Services and Children's Group Homes. The policies for Adult Services and Children's Group Home buildings are required by Canada Mortgage and Housing Corporation and B.C. Housing Management Commission.

b) Depreciation of Furniture and Equipment

Furniture and equipment for all divisions are depreciated using the straight line method at an annual rate of 20%.

c) Donated Assets

Capital donations received are included in buildings, furniture, and equipment and are recorded at fair market value and depreciated accordingly.

d) Accrued Liabilities

Accrued liabilities include a provision towards severance and termination liabilities as outlined in the Association's employment agreements.

e) Deferred Capital Grants

Grants received in respect of additions to buildings, furniture and equipment are initially recorded in the balance sheet as deferred capital grants and are amortized in the same manner as the related assets.

f) Replacement Reserve

The replacement reserve account is funded by an annual charge against earnings as opposed to an appropriation of surplus.

Lower & Edwards

LOWER FRASER VALLEY CEREBRAL
PALSY ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS
MARCH 31,1994

## 2. LAND, BUILDINGS, EQUIPMENT AND FURNITURE

| | Mar 31/94 | | | Mar 31/93 |
|---|---|---|---|---|
| | Cost | Accumulated Depreciation | Net Book Value | Net book Value |
| a) Variety Child Development Centre | | | | |
| Land-140th Street | $ 24,017 | $ 0 | $ 24,017 | $ 24,017 |
| Building-140th Street | 2,928,558 | 808,386 | 2,120,172 | 2,218,263 |
| Clinic and preschool equipment | 297,891 | 245,202 | 52,689 | 76,477 |
| Office equipment | 157,039 | 116,030 | 41,009 | 51,451 |
| Automotive equipment | 86,738 | 53,562 | 33,176 | 2,245 |
| Land held for future development | 56,029 | 0 | 56,029 | 56,029 |
| | 3,550,272 | 1,223,180 | 2,327,092 | 2,428,482 |
| b) Adult Services Group Homes | | | | |
| Land | 205,237 | 0 | 205,237 | 205,237 |
| Building | 420,339 | 23,366 | 396,973 | 400,581 |
| Furniture | 38,839 | 33,675 | 5,164 | 11,196 |
| Automotive equipment | 25,995 | 25,995 | 0 | 5,199 |
| | 690,410 | 83,036 | 607,374 | 622,213 |
| c) Children's Group Homes | | | | |
| Land | 49,816 | 0 | 49,816 | 49,816 |
| Building | 205,493 | 23,002 | 182,491 | 185,489 |
| Equipment & furniture | 30,680 | 27,503 | 3,177 | 363 |
| | 285,989 | 50,505 | 235,484 | 235,668 |

LOWER FRASER VALLEY CEREBRAL
PALSY ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS
MARCH 31,1994

2. **LAND, BUILDINGS, EQUIPMENT AND FURNITURE** (Continued)

| | Mar 31/94 | | | Mar 31/93 |
|---|---|---|---|---|
| | Cost | Accumulated Depreciation | Net Book Value | Net book Value |
| d) Lookout Preschool | | | | |
| Building | 76,941 | 23,318 | 53,623 | 54,866 |
| Equipment & furniture | 11,040 | 8,165 | 2,875 | 4,422 |
| | 87,981 | 31,483 | 56,498 | 59,288 |
| | $4,614,652 | $1,388,204 | $3,226,448 | $3,345,651 |

3. **LONG-TERM DEBT**

| | 1994 | 1993 |
|---|---|---|
| Firstline Trust Company Mortgage payable at $2,296 per month including principal plus 10.95% interest; due January 1, 1995; secured by the property at 8833-158th Street, Surrey, B.C., known as Parkland View Group Home | 248,034 | $249,011 |
| Firstline Trust Company Mortgage payable at $2,871 per month including principal plus 12% interest; due November 1,1995; secured by the property at 7109-144th Street, Surrey, B.C., known as Newton Place Group Home | 286,159 | 286,959 |
| Canada Mortgage and Housing Corporation Mortgage payable at $683 per month including principal plus 8% interest;due October 1,2012; secured by the property at 13799-88 Ave.,Surrey, B.C.,known as Bear Creek Villa Group Home | 79,929 | 81,759 |

LOWER FRASER VALLEY CEREBRAL
PALSY ASSOCIATION
NOTES TO FINANCIAL STATEMENTS
MARCH 31, 1994

3. **LONG-TERM DEBT** (continued)

| | 1994 | 1993 |
|---|---|---|
| Bank of Nova Scotia | | |
| Mortgage payable at $889 per month including principal plus 12.75% interest;due December 1, 1995; secured by the property at 9141 140th St.,Surrey, B.C. known as the Variety's Children's Villa | 65,753 | 68,088 |
| Canada Mortgage and Housing Corporation | | |
| Mortgage payable at $503 per month including principal plus 11% interest; due April 1, 2014; secured by the property at 12833 -106 Avenue,Surrey B.C. known as Old Yale Road Group Home | 49,614 | 50,278 |
| | 729,489 | 736,095 |
| Less: Due within one year | 7,846 | 7,051 |
| | 721,643 | 729,044 |

Principal repayments required are as follows:

| | |
|---|---|
| 1995 | 7,846 |
| 1996 | 8,734 |
| 1997 | 9,278 |
| 1998 | 10,245 |
| 1999 and subsequent | 693,386 |
| | 729,489 |

The calculation of these payments assumes that mortgages due prior to 1999 will be renewed at similar terms and conditions.

LOWER FRASER VALLEY CEREBRAL
PALSY ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS
MARCH 31,1994

## 4. REPLACEMENT RESERVE

| | 1994 | 1993 |
|---|---|---|
| Balance at beginning of year | $ 36,700 | $ 38,334 |
| Provision for year | 5,961 | 5,961 |
| Interest income | 1,101 | 1,150 |
| Adjustment per B.C. Housing Management Corp. | 840 | 163 |
| Less: capital expenditures | (2,979) | (8,908) |
| Balance at end of year | $ 41,623 | $ 36,700 |

## 5. VANCOUVER FOUNDATION

The Association is entitled to the income from a permanent endowment fund administered by the Vancouver Foundation. This fund totalled $ 610,000 at March 31, 1994 and 1993. Interest on the fund is distributed quarterly to the Association.

## 6. OLD YALE ROAD GROUP HOME

Effective March 4, 1994 the license for operation as a group home was withdrawn and the premises are no longer being used as a residential facility for children with disabilities.

## 7. LANGLEY THRIFT STORE

As of January 31, 1994 the store was closed and is no longer operated by Variety Child Development Centre.

## 8. PRIOR PERIOD RESTATEMENT

As a result of an interim payment from the Province of B.C. for prior year vacancies in Adult group homes, revenue at March 31, 1993 has been restated by $35,559.

Lower & Edwards

Schedule A

LOWER FRASER VALLEY CEREBRAL
PALSY ASSOCIATION
VARIETY CHILD DEVELOPMENT CENTRE
STATEMENT OF OPERATIONS
YEAR ENDED MARCH 31, 1994

| | 1994 | 1993 |
|---|---|---|
| REVENUE | | |
| Ministry of Health | $1,383,227 | $1,251,945 |
| Ministry of Health (Mental Health) | 105,008 | 90,663 |
| Ministry of Social Services and Housing | 543,951 | 706,672 |
| Bingo | 346,198 | 310,713 |
| User fees | 383,601 | 343,367 |
| Fundraising and donations* | 416,027 | 272,963 |
| Interest and investment | 71,273 | 90,656 |
| United Way | 101,395 | 101,770 |
| Physician's salary grant | 66,960 | 53,730 |
| Canada Works Program | 64,905 | 67,555 |
| Thrift Shops | 30,245 | 22,356 |
| | 3,512,790 | 3,312,390 |
| EXPENSES | | |
| Preschool and Health Program | 2,457,946 | 2,498,654 |
| Bingo | 257,704 | 229,950 |
| Administration | 399,574 | 362,017 |
| Maintenance | 197,293 | 193,155 |
| Fundraising | 160,786 | 105,709 |
| Thrift shops | 37,397 | 36,692 |
| | 3,510,700 | 3,426,177 |
| SURPLUS (DEFICIENCY) OF REVENUE OVER EXPENSES | $2,090 | ($113,787) |

Lower & Edwards

Schedule B

LOWER FRASER VALLEY CEREBRAL PALSY ASSOCIATION
ADULT SERVICES GROUP HOMES DIVISION
STATEMENT OF OPERATIONS
YEAR ENDED MARCH 31, 1994

| | 88th Avenue | Guildford Glen | Parkland View | Newton Place | Total 1994 | Total 1993 |
|---|---|---|---|---|---|---|
| REVENUE | | | | | | |
| Ministry of Health, restated (Note 8) | $126,095 | $126,095 | $286,747 | $0 | $538,937 | $526,284 |
| Ministry of Social Services and Housing | 0 | 0 | 30,418 | 348,987 | 379,405 | 372,232 |
| B. C. Housing Management Commission | 8,498 | 0 | 23,465 | 36,088 | 68,051 | 67,918 |
| Rental Revenue | 9,727 | 0 | 0 | 0 | 9,727 | 7,295 |
| Interest | 0 | 0 | 0 | 531 | 531 | 1,661 |
| Other Fees | 0 | 0 | 1,634 | 0 | 1,634 | 3,788 |
| Total Revenue | 144,320 | 126,095 | 342,264 | 385,606 | 998,285 | 979,178 |
| EXPENSES | | | | | | |
| Shelter | | | | | | |
| Interest | 6,357 | 0 | 26,571 | 33,639 | 66,567 | 67,221 |
| Administration | 1,281 | 0 | 1,056 | 1,312 | 3,649 | 3,583 |
| Property taxes | 2,006 | 0 | 2,516 | 2,557 | 7,079 | 8,115 |
| Depreciation | 2,176 | 0 | 10,280 | 4,117 | 16,573 | 16,151 |
| Amortization of grants | 0 | 0 | (10,280) | (3,317) | (13,597) | (13,498) |
| Replacement reserve | 776 | 0 | 1,668 | 2,021 | 4,465 | 4,465 |
| Utilities | 0 | 0 | 2,662 | 2,625 | 5,287 | 4,707 |
| Maintenance and janitorial | 3,885 | 0 | 2,237 | 3,453 | 9,575 | 5,688 |
| Insurance | 291 | 0 | 281 | 330 | 902 | 921 |
| Audit | 334 | 0 | 1,142 | 932 | 2,408 | 1,839 |
| Total shelter | 17,106 | 0 | 38,133 | 47,669 | 102,908 | 99,192 |
| Care | | | | | | |
| Salaries and benefits | 90,705 | 191,091 | 258,226 | 283,843 | 823,865 | 714,282 |
| Administration | 10,431 | 8,300 | 22,629 | 40,469 | 81,829 | 94,343 |
| Professional services | 0 | 0 | 1,785 | 11,148 | 12,933 | 11,388 |
| Transportation | 1,956 | 2,992 | 7,108 | 11,273 | 23,329 | 20,206 |
| Supplies | 0 | 3,192 | 4,798 | 6,894 | 14,884 | 13,035 |
| Food | 0 | 0 | 12,023 | 10,887 | 22,910 | 20,546 |
| Audit | 809 | 684 | 48 | 18 | 1,559 | 2,465 |
| Spending and recreation | 0 | 135 | 2,651 | 3,581 | 6,367 | 4,151 |
| Housewares | 211 | 0 | 5,230 | 371 | 5,812 | 1,040 |
| Total care | 104,112 | 206,394 | 314,498 | 368,484 | 993,488 | 881,456 |
| TOTAL EXPENSES | 121,218 | 206,394 | 352,631 | 416,153 | 1,096,396 | 980,648 |
| EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES | $23,102 | ($80,299) | ($10,367) | ($30,547) | ($98,111) | ($1,470) |

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Schedule C

LOWER FRASER VALLEY CEREBRAL PALSY ASSOCIATION
CHILDREN'S GROUP HOMES DIVISION
STATEMENT OF OPERATIONS
YEAR ENDED MARCH 31, 1994

| | Old Yale Road Residence (Note 6) | Variety's Children's Villa | Total 1994 | Total 1993 |
|---|---|---|---|---|
| REVENUE | | | | |
| Ministry of Social Services and Housing | $338,758 | $359,362 | $698,120 | $644,377 |
| Canada Mortgage and Housing Corporation | 4,183 | 14,099 | 18,282 | 18,282 |
| Maintenance | 10,741 | 9,741 | 20,482 | 24,764 |
| Interest | 0 | 0 | 0 | 1,399 |
| Total Revenue | 353,682 | 383,202 | 736,884 | 688,822 |
| EXPENSES | | | | |
| Salaries and benefits | 266,647 | 309,639 | 576,286 | 504,644 |
| Administration | 34,219 | 34,869 | 69,088 | 69,088 |
| Food | 10,451 | 14,020 | 24,471 | 19,737 |
| Supplies | 7,678 | 6,729 | 14,407 | 14,272 |
| Transportation | 4,830 | 3,032 | 7,862 | 8,162 |
| Interest | 5,370 | 8,404 | 13,774 | 14,009 |
| Property Taxes | 1,840 | 2,355 | 4,195 | 4,169 |
| Spending, gifts, recreation | 2,177 | 3,404 | 5,581 | 6,772 |
| Utilities | 2,852 | 3,255 | 6,107 | 6,190 |
| Furniture and equipment | 2,789 | 1,819 | 4,608 | 3,467 |
| Repairs and maintenance | 4,846 | 8,753 | 13,599 | 7,750 |
| Audit | 1,126 | 1,100 | 2,226 | 2,514 |
| Clothing | 1,445 | 1,181 | 2,626 | 2,700 |
| Staff development | 1,147 | 1,811 | 2,958 | 4,051 |
| Replacement reserve | 599 | 897 | 1,496 | 1,496 |
| Office supplies | 800 | 939 | 1,739 | 670 |
| Insurance | 244 | 299 | 543 | 556 |
| Total Expenses | 349,060 | 402,506 | 751,566 | 670,247 |
| EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES | $4,622 | ($19,304) | ($14,682) | $18,575 |

Lower & Edwards

Schedule D

LOWER FRASER VALLEY CEREBRAL
PALSY ASSOCIATION
LOOKOUT PRESCHOOL DIVISION
STATEMENT OF OPERATION
YEAR ENDED MARCH 31, 1994

| | 1994 | 1993 |
|---|---|---|
| REVENUE | | |
| Ministry of Social Services and Housing | $213,031 | $141,400 |
| Fees | 45,159 | 42,559 |
| Donations and fundraising | 1,572 | 2,169 |
| Total Revenue | 259,762 | 186,128 |
| EXPENSES | | |
| Salaries and benefits | 193,472 | 153,069 |
| Administration fees | 21,393 | 14,600 |
| Equipment purchases and maintenance | 7,985 | 4,195 |
| Supplies | 2,817 | 5,678 |
| Telephone and utilities | 2,197 | 2,168 |
| Office and postage | 1,155 | 561 |
| Audit | 838 | 914 |
| Insurance and property taxes | 4,759 | 3,449 |
| Staff education | 331 | 1,216 |
| Travel | 221 | 283 |
| Bad debts | 155 | 13 |
| Total expenses | 235,323 | 186,146 |
| EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES | $24,439 | ($18) |