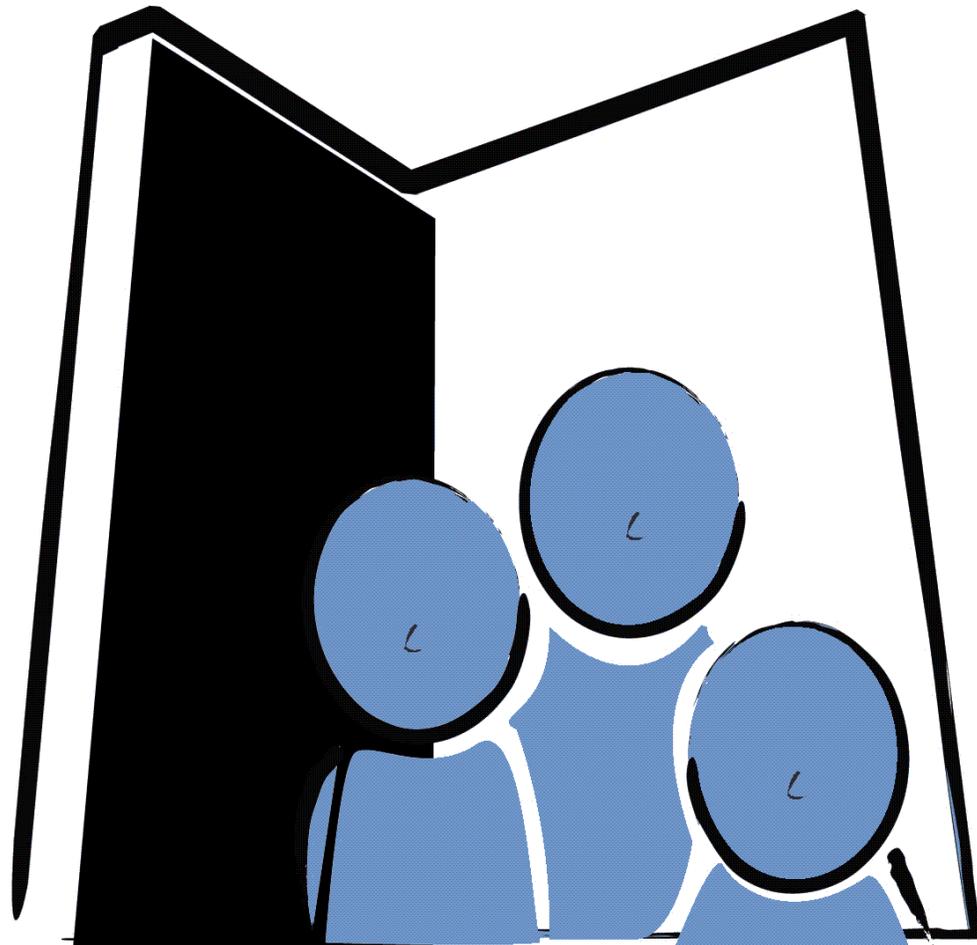


Weston King Neighbourhood Centre

# Annual Report 2009



**WESTON KING**  
NEIGHBOURHOOD CENTRE



## Table of Contents

1.0	Agenda.....	3
2.0	Minutes of WKNC AGM for 2008.....	4
3.0	President's Message for 2009 AGM.....	7
4.0	Report from the WKNC Board to CUC .....	9
5.0	Drop-In Coordinator's Report .....	11
6.0	Harm Reduction Project .....	12
7.0	Financial Year 2009 (January 1 2009 - December 31 2009).....	13

1.0 Agenda

Date: Tuesday, April 20, 2010

Time: 7:00 p.m.

Place Central United Church Basement

- 1.0 Opening and Welcome - by Chair of Board, Robert Nobel (1 Min)
- 2.0 Meeting Properly Constituted (1 Min)
- 3.0 Approval of Agenda (5 Min)
- 4.0 Presentation (5 Min)
- 5.0 Approval of Minutes of Annual General Meeting for Fiscal 2008 (3 Min)
- 6.0 President's Report on Activities of Corporation (10 Min)
- 7.0 Review of Financial Statements
  - 7.1 Fiscal Year 2009 (10 min)
  - 7.2 Appointment of Auditor for the next Fiscal Year. (5 Min)
- 8.0 Approval of Acts of Board of Directors (3 Min)
- 9.0 Election of Board
  - 9.1 Description of Board Membership (10 min)
  - 9.2 WKNC Members identifying as United Church Members (5 Min)
    - 9.2.1 Presentation of Nomination Committee
    - 9.2.2 Listing of members who previously indicated their desire to be Board members.
    - 9.2.3 Acceptance of names from the Floor.
    - 9.2.4 Presentation of Candidates
    - 9.2.5 Election of Board Members
  - 9.3 WKNC Members not Identifying as United Church Members (10 Min)
    - 9.3.1 Listing of members who previously indicated their desire to be Board members.
    - 9.3.2 Acceptance of names from the Floor.
    - 9.3.3 Presentation of Candidates
    - 9.3.4 Election of Board Members

(70 minutes)

10.0 Other Business

11.0 Meeting for Newly Elected Board of Directors – Wednesday April 28, 2010 6:30

**WESTON KING NEIGHBOURHOOD CENTRE  
2008 ANNUAL GENERAL MEETING  
HELD TUESDAY APRIL 26, 2009, 7:00 p.m.  
2017 WESTON ROAD, WESTON ONTARIO M9N 1X2**

Members and guests received a copy of the Annual Report 2008 including an agenda for the meeting and a voting slip (voting members only) when they signed in at the door.

**1. Opening and Welcome:**

Robert Nobel, 2008-9 President of the Board called the meeting to order. He welcomed the membership and guests, naming the representatives from the offices of Laura Albanese M.P.P and Frances Nunziata, Councillor for Ward 11. At final count there were 22 voting members and 13 guests including staff of WKNC. The total membership is 46 persons. This constituted a legal quorum for the purposes of constituting a meeting.

**2. Appointment of Secretary for the Meeting:**

*Barbara Bisgrove, the 2008-2009 secretary to the Board, volunteered to take the minutes of the meeting. This was acceptable to the members.*

**3. Approval of the Agenda:**

*It was hoped that the President would not talk for 1000 minutes as listed and that the date was actually 2009, not 2008. Linda Brown moved, seconded by Elizabeth Rodgerson that the Agenda, with the above amendments is approved. All members voted in favour, none were opposed.*

**4. Approval of the Minutes:**

It was explained that last year the first meeting was for information only since there was no quorum, the second held on June 10, 2008 had a quorum. Charles Boyd asked about why the membership at large being responsible for the financial statement, and Lang Moffat explained the membership's need to be fully aware of the finances. There were no further questions regarding the minutes of the 2008 Annual Meeting.

*Robert Schell moved, seconded by Linda Brown that the minutes from the two previous AGM meetings be accepted as circulated. All members voted in favour, none were opposed.*

**5. President's Report:**

The President's written report is published in the Annual Report; so Robert summarized his comments regarding Lang's retirement and continued activity, the benefits to all of the board supervisory positions, the increase in the number of staff, the new kitchen which shows confidence in WKNC's ability to continue, the expanded physical space and the support of the church, and added the good news that that been heard that afternoon – the funding request for the Harm Reduction program had been approved by the City of Toronto. All these points were emphasized as good news by the applause of the members and guests.

The final comment was that all the volunteers that give so freely of their time and energy are truly appreciated and make the Centre a viable entity. There were no questions.

**6. Review of Financial Statements:**

Louise Hope, the Treasurer of the Board 2008-9 presented the report as written in the Annual Report. She explained the encumbered and unencumbered funds – the former being the budget agreed to with the City of Toronto on approval of funding applications and for which there is no deviation. Whereas unencumbered funds can be allocated by the Board at the direction of the membership. Deferred grants were those that crossed over into two of the WKNC fiscal years. A question was asked regarding the value of the Second Harvest and Daily Bread Food Bank donations in-kind. Some years ago an attempt had been made to price all the items in the inventory and calculate how many had been received from Second Harvest in a year. This estimate was for \$27,000 value in food. John Marshall, Volunteer/Food Coordinator was asked if he could perform this task again for both sources. It was noted that donations have increased – small amounts all adding up - and that income tax receipts are issued for receipts over \$20.

*Moved by Charles Boyd seconded by Robert Schell that the membership approve the audited financial statement as presented in the report. All members voted in favour, none were opposed.*

**7. Appointment of the Auditor:**

*Linda Brown moved seconded by Robert Schell that the membership nominates William Emond C.A. as the auditor for Weston King Neighbourhood Centre. All members voted in favour, none were opposed.*

**8. Approval of Acts of the Board of Directors:**

It was explained that this approval was a formality and legal requirement that unburdened directors from liability.

*Sherry Nimmo moved, seconded by Charles Boyd, that all acts, payments and proceedings of the Directors and Officers of the Corporation since its last Annual General Meeting, as set out in the minutes of the meetings of the Directors or in the Reports and Financial Statements submitted to this meeting, be approved and confirmed. All members voted in favour, none were opposed.*

Charles Boyd was asked if he wanted to speak. He stressed how many people have worked over the years to make the things evolve in a good way for the community. He emphasised what a good place WKNC is to come and get help.

Theresa Carter asked about fund raising opportunities and Robert Nobel assured her that as soon as needs were identified a fund raiser would be organized. It was noted that in today's economy people have less to spend and more need for help.

**9. Election of the Board:**

Nominations were called and those agreeing to stand for election were listed on a board.

Ann Maclean  
Barbara Bisgrove  
Lang Moffat  
Louise Hope  
Robert Nobel

Sylvia Hampton  
Michael Kooiman

(The affiliations of this group meet the requirements of the United Church of Canada. Rev Lawrence Pushee will remain to complete his tasks through appointment at a coming meeting)

Hanna Mlodzianowska  
Louise Clunas  
Peter McKenzie (not present)  
Robert Schell  
Sherry Nimmo  
Thelma Dubinsky  
Timothy Barlow

*Lorena Herridge moved, seconded by Theresa Carter, that those nominations for director be closed. All members voted in favour, none were opposed.*

Questions were called for. It was noted that under the by-laws the Board could consist of no more than 15 directors, with the majority meeting the requirements of the United Church. The first list was elected as presented allowing for six more to be elected. Paper ballots were submitted and Chris Brownhill acted as scrutineer.

Thelma Dubinsky was appointed as an alternate should some one drop out, and the rest of the names were appointed as members of the Board

*Linda Brown moved, seconded by Elizabeth Rodgerson that those nominations for director be closed. All members voted in favour, none were opposed.*

## **10. Meeting Adjourned**

*At 8:30 p.m.*

BAB 2009-05-01

### 3.0 President's Message for 2009 AGM

It is hard to remember the challenges that were surmounted in the past year, surrounded as we are by the challenges of today. One purpose of the Annual meeting is to reflect on the success and growth that we have had in our recent past.

The 2009-year has seen many small but significant changes in personnel and policy for WKNC. These changes have been consistent with the Strategic Plan of a few years ago, which recommended that we focus on doing what we do well, but doing it better.

Some of our staff changes occurred in the AIDS envelope. In the spring, our Harm Reduction worker, Vicki moved to a larger organization, St Stephens, where she felt more comfortable. During her tenure, Sarah was hired as a part-time worker in the Harm Reduction program. Because we had been through a hiring process the previous fall, we were able to get the person who was rated third to backfill the position. Kim took up the position of Harm Reduction Coordinator for six months. We then had another turnover and re-oriented the roles between the full-time and part-time workers. The hiring of Sarah into the full-time position has been a tremendous success and Sarah has blossomed into the role. Thursday as Women's day has gotten more and more successful. The peer program, though tumultuous, is moving forward in a good way every day.

One of the outcomes of the re-evaluation of the Harm Reduction program was the decision to treat it as not something separate from the Drop-In, but as an integral part of the operation. To paraphrase Ken, by feeding people and keeping them healthier, the Drop-In is inherently in the business of Harm Reduction. So we are re-casting the role as "Drop-In Worker in charge of Harm Reduction". As we go forward, the Board, Staff and Membership will continue to learn from what works and what doesn't and refine our programs to best serve our member's needs.

As one of the primary deliverables of the Drop In is healthful Food, WKNC had been experimenting with a Food / Volunteer Coordinator role since September 2007. We received funding from the Ontario Trillium Foundation for this role during 2008. Our initial hire for this role, John left the position in spring of 2009. We did not replace the position right away. One of the relief workers for the role impressed us enough to hire her into the position that summer. Brenetta has been a roaring success in the new kitchen, with many ideas and new volunteers. She has been off on maternity leave, and we await her return at the end of this month.

Last year, the City made a big vote of confidence in us and gave us more than what we asked for. This included the funding for a second Drop In worker (Myriam). Included with this funding was the extension of the hours to include Wednesdays, Saturdays and Statutory Holidays.

We had also applied for a capital grant to rebuild the volunteer room into a modern sizeable kitchen and workspace for volunteers through the HPI program. Again, the City has gave us a major vote of confidence by granting that request to the tune of \$105,000. You can see our new kitchen when you visit.

In our current future, we expect to use this kitchen to expand the scope of the food and volunteer programs we offer. The new second drop in worker, Myriam, is applying incredible creativity to programs for our members.

Last but not least, is our anchor and strength, Ken our primary Drop-in worker. With his wisdom and calm, friendly demeanor, he has greatly enhanced the quality of our program delivery. We thank all of our staff, past and present for bringing us to this juncture.

A slightly different executive formed after the last AGM, Louise Clunas took over from Louise Hope as Treasurer. Michael absorbed the role of Recording secretary to allow Barbara to continue her



superlative work as Board Secretary Extraordinaire. Peter took on the role of Privacy officer and Sylvia continued in her role as Equity.

The Board's Operations Committee structure has solidified to the point that it has become a second board meeting. This monthly meeting, specific to operations and attended by staff, has become part of the management culture. The allocation of Board members for each day the Drop-In is open has proven to be an excellent structure for a small organization like ours. We can have Board oversight and some level of daily supervision. The Board becomes closer to the membership, forms relationships and can see the realities of the job. It has been a powerful contribution by Board members who allocate their time to work alongside the staff to ensure that the Drop-In members enjoy a sense of community.

The Mentor program with staff has also become solidified. Linking each staff member with a specific Board member has spread out the supervisory duties and given staff some of the counseling, wisdom and support they need to perform. Thanks to Tim, who has done heroic duty in this area, as well as all the other members of this group, Sylvia, Lang, and Barb. Robert performed really well as the Host of the Tuesday program.

We have expanded our physical space. As part of the construction project, our landlord, Central United Church, graciously allowed us to use the larger space on a continuous basis while they moved other users to different rooms; so we have almost doubled our daily square footage. The minimal cost to the Center of the usable space allows the organization to remain viable and makes a tremendous contribution to the community as a whole. We received funding last year for a mural contributed by Carla. This brightening of the entranceway provoked other changes. The drop in lounge also received a calming coat of blue paint, thanks to participant Richard.

Now that we have achieved a critical mass of space and people, we plan to start applying to other funders for core funding. Expanding the scope of the Housing services and slowly extending the scope of other programs, especially in the areas of mental health, will address two critical areas of service need. The future looks bright for us as an organization and it is due to the contributions of many people: Staff, Board, Volunteers, and the membership.



#### 4.0 Report from the WKNC Board to CUC

The Weston King Neighbourhood Centre serves people who are homeless, under-housed, or living in extreme poverty in the Weston-Mt. Dennis area. As a United Church corporation, the Centre is a primary outreach ministry of Central United Church. Staff and congregational members serve the Centre in a variety of ways, including board membership, meal preparation, on-site support and as voting members of the Centre.

The Weston King Neighbourhood Centre is funded through the City of Toronto, donations and subsidized space at Central United Church. The Centre employs staff to serve in a variety of areas including the Drop-in Program, Harm Reduction Program, Food/Volunteer Program and Student Placements. The Board of Directors oversee the work of Centre employees through a unique volunteer/supervision model. Directors are on-site during program hours to ensure that the goals of the Centre are being met.

The Drop-in Program offers a variety of services including meals, counseling, referrals, healthcare and access to telephone, computer and fax. The Centre provided over 16,000 meals in 2009. Staff and volunteers are available to provide supportive conversation and referrals to food banks, housing, income support programs and settlement programs. 2009 saw a marked increase in the number of participants requiring support in the area of housing. Many were homeless or faced losing their housing. Other services were related to emerging needs, such as H1N1 shots, TTC tokens during extreme weather and the Centre's Emergency Food Cupboard.

The Harm Reduction Program focuses on the needs of sex trade workers and substance users in the Weston-Mt. Dennis area. The program provides condoms, needle kits and "safe use" kits both in the Centre and in the neighbourhood. The Harm Reduction worker offers counseling and support during Centre hours and also after hours in bars, buildings and on the street. Peer workers assist the Harm Reduction Coordinator, providing an element of safety and contacts within the at-risk population.

The Food/Volunteer Program has been enhanced by the completion of the new basement kitchen. The City of Toronto and Central United Church provided support to upgrade from a closet-size kitchen to a spacious kitchen with new appliances. The Tuesday night supper remains the largest meal of the week, with Central and Westminster volunteers cooking a high-protein meal, then served by additional congregational helpers. The Food/Volunteer Coordinator prepares meals for the rest of the week with a number of participants lending a hand.

The Weston King Neighbourhood Centre has a number of important partners in addition to Central United Church. The City of Toronto, United Way, Community Care Access Centre, Parkdale Community Legal Services, Syme-Woolner Family & Neighbourhood Centre, Daily Bread Food Bank, Second Harvest, Etobicoke Services for Seniors, and York Community Services to name only some.

On behalf of the Board of Directors, thank you, for your continued and vital support.

#### 2009 Board Members:

Robert Nobel, President  
Ann Maclean, Vice-President  
Louise Clunas, Treasurer  
Barbara Bisgrove, Secretary  
Michael Kooiman  
Hanna Mlodzianowska

Sylvia Hampton, Equity and Membership  
Lang Moffat, Past President  
Sherry Nimmo  
Tim Barlow  
Peter McKenzie, Privacy  
Robert Schell  
David Alan, UCC, ex-officio

#### 2009 Departing Board Members

Louise Hope

WKNC Current Partners:

- a) Albion Neighbourhood Services: ANS comes to the Centre to provide outreach services, housing support and follow-up support to people in the area.
- b) Central United Church: provides rent-free space, janitorial services and renovations to the space. Congregational donations pay for the Tuesday evening community supper delivered in partnership with several local faith communities.
- c) Daily Bread Food Bank: DBFB provides a weekly fresh food delivery as part of the Nutritious Food to Drop-ins project.
- d) Harm Reduction in York and North York Coalition: Working with other agencies to identify areas of common concern the WKNC harm reduction staff with peer workers tour the streets, bars and crack houses delivering harm reduction supplies and weather related items such as mitts and hats in the winter.
- e) Partners for Access and Identification: PAID provided monthly replacement identification clinics for people who are homeless or under-housed. This service is used by many people from the community. However, in October WKNC was dropped from the schedule due to cutbacks so people are now directed elsewhere.
- f) Pathways to Healthy Families: An outreach worker provides Women's Day programming on such issues as safer drug use and safer sex practices, the Children's Aid Society and parenting. Staff also provides support for WKNC's harm reduction program through Advisory Committee participation.
- g) Safer Crack Use Coalition (SCUC): WKNC participates in this coalition of community members, service providers and people who use drugs that coordinates the development and distribution of safer crack kits as well as identifies gaps in the service delivery system for people using crack cocaine.
- h) Second Harvest: WKNC's food programs are supported by donations of food from Second Harvest. A truck comes weekly delivering surplus items from supermarkets, hotels and other donors to be used in preparing the meals served in WKNC.
- i) St. Elizabeth Healthcare: Arranged through the Toronto Central Community Care Access Centre (CCAC), St. Elizabeth sends a nurse practitioner to WKNC once a week. The foot care and blood pressure measurement are service much in demand with the drop-in participants/
- j) Syme-Woolner Neighbourhood and Family Centre: Syme-Woolner has provided a housing worker once a week for housing help including eviction prevention, finding subsidized housing, getting people into or out of shelters, advocacy with landlords, and housing searches.
- k) Toronto Drop-in Network: WKNC participates in this network of agencies providing drop-in services to identify areas of common concern and provide training support and opportunities for network development in the drop-in sector.
- l) Toronto Public Health - West Office: TPH provides community developers to provide guidance and support to WKNC Board of Directors and staff.
- m) Toronto Public Health – The Works: provides a sexual health worker and workshops in the drop in.
- n) West Park Healthcare Centre: Long-term residents have formed a Sandwich Samaritan group, which weekly makes and delivers 10 loaves of individually wrapped sandwiches for distribution during outreach work.
- o) Windfall Clothing Service: WKNC applied for membership in 2007 and was accepted starting May 2008. This service offers new clothing to clients.
- p) York Community Services: WKNC and YCS have also partnered on a number of funding proposals in an effort to support coordination of services in York.

## 5.0 Drop-In Coordinator's Report

2009 was a year of major challenges and changes for the Weston King Neighbourhood Centre (WKNC). In 2009 we moved from being a 4-day a week drop-in centre to being open 6 days a week including statutory holidays.

Due to the impact of the economic recession, we saw a significant increase in the numbers of people coming to WKNC for assistance. Our primary client group continued to be people who are homeless, marginally housed, socially isolated or those living in extreme poverty in the Weston-Mt. Dennis neighbourhood. But we also saw an increase in the numbers of the working poor, sole-support parents, seniors and newcomers coming through our doors. During 2009 we served a total of 16,597 meals, a 20% increase over 2008. Our newly enlarged and newly equipped kitchen has been invaluable in helping to increase access and delivery of nutritious food to our participants.

In 2009 we saw a significant increase in requests for food banks and meal programs. We also saw an increase in housing help requests. Working with our partner agencies, we have been very successful at getting people housed. Our growing list of partners includes Syme-Woolner Neighbourhood and Family Centre, York Community Services, New Heights, Albion Neighbourhood Services, the Toronto Drop-in Network, CCAC/St. Elizabeth and Toronto Public Health.

A priority for 2009 was developing preventative and emergency measure to address the impact of the H1N1 flu pandemic on our participants. We worked with Toronto Public Health to provide flu shots.

During 2009 we initiated new services such as a monthly Clothing Bank. We had group outings to events such as a pow wow and the zoo. A small garden was started behind the drop in. We had weekly softball games during the summer. A weekly arts program was led by a student. We participated in community clean up days along with the Weston Village BIA and the City. We participated in a volunteer build for Habitat for Humanity along with volunteers from Central United Church. We proudly marched in the Weston Santa Claus Parade.

Thanks to additional funding from the City of Toronto, we were able to hire a second full-time drop-in worker in 2009. Myriam Canas-Mendes brought experience, energy, new ideas and a whole network of contacts. Brenetta Nedd moved from being a relief worker to becoming our Food Coordinator. Sarah Williams graduated from a student placement to becoming our Harm Reduction Coordinator.

We are very appreciative for the ongoing support we receive from the Weston community. We could not maintain the level of programs and services that we offer without the support of dozens of local volunteers. This includes the extraordinary role played by our dedicated volunteer Board of Directors. We continue to be very grateful for our partnership with Central United Church.

2009 was a difficult year for many of our participants. The elimination of the special diet program will make it harder for many to get by. One out of four residents of Weston now live below the poverty line. Weston-Mt. Dennis is one of 13 'priority neighbourhoods' in the City of Toronto which are experiencing growing levels of poverty and have few services to meet the needs of residents. WKNC will continue to do what it can to help meet the basic needs of our participants.

Ken Theobald  
WKNC Drop-in Coordinator

## 6.0 Harm Reduction Project

The Harm Reduction Project employs 1 full time Harm Reduction Coordinator and 1 part time Harm Reduction Outreach Worker. Along with the two staff, the project also has the funding to hire 4 peer workers that assist in day-to-day operations and street outreach.

The Harm Reduction team does street outreach twice a week for a total of 5 hours per week. The staff and peers walk the streets giving out safer dug using kits and condoms to local bars/barbershops and businesses in our catchment area. We get all of our supplies to do this from the City of Toronto (The Works).

Harm Reduction is a way for people that use drugs to be safer whether it be through our Safer Smokable Kits crack Kits) or our Safer Injection Kits(needle kits). Reducing the risk of the spread of diseases such as: AIDS (Acquired Immunodeficiency Virus) or HIV (Human Immunodeficiency Virus), S.T.I's (Sexually Transmitted Infections: such as syphilis, gonorrhea, etc.) and Hep(Hepatitis) B&C; which is a prominent issue that affects drug users.

Some of the services that we provide through the Harm Reduction Project are as follows:

- Needle Exchange- is a program or place that provides clean needles in exchange for used ones.
- Information about Safer Injection, Safer Injection Kits - Needle Kits
- Information about Safer Smoking, Safer Smoking - Crack Kits
- Information about Safe Sex, Condoms
- Crisis Intervention

Referrals to: Drug Treatment, Housing. Other services such as testing for Hepatitis B & C and Syphilis, Hepatitis Vaccines, Anonymous HIV Testing

We are currently in the process of commencing partnerships with agencies in the neighbourhood that may provide crucial services needed by community members/ participants. We have an ongoing partnership with New Heights. New Heights would be able to provide these particular services to our community members/participants such as:

- Anonymous HIV Rapid Testing
- Hep C Education & Prevention Presentation
- Street Kit Making (every Tuesday), Safer Crack/Injection Kits
- Needle Exchange Program
- Street Outreach, Case Management, Referrals and Support
- Referrals to Doctors, Nurses, Methadone Maintenance, Social Workers and Health Promotion Programs
- Peer Recruitment & Training
- Advocacy

Currently we are working in conjunction on the following two programs: Sex Workers Forum/Sex Workers Drop-In and Harm Reduction Outreach. The Sex Workers Forum/Sex Workers Drop-In is a program that was recently implemented and co-facilitated by the Hep C Coordinator Laurie Martin (New Heights) and the Harm Reduction Coordinator Sarah Williams (WKNC-Weston King Neighbourhood Centre). This program was implemented to provide a safe place for Sex Workers. Through this program we are able to provide the Sex Workers with a support system that will allow them to work on/through a variety of life experiences/factors.

The Harm Reduction Project also provides a Harm Reduction support group open to both active users and non-active users to discuss ideas and concerns about drug use in the area as well as an AA/NA group for non-active users to get further assistance in changing their lives.

Sarah Williams, Harm Reduction Worker

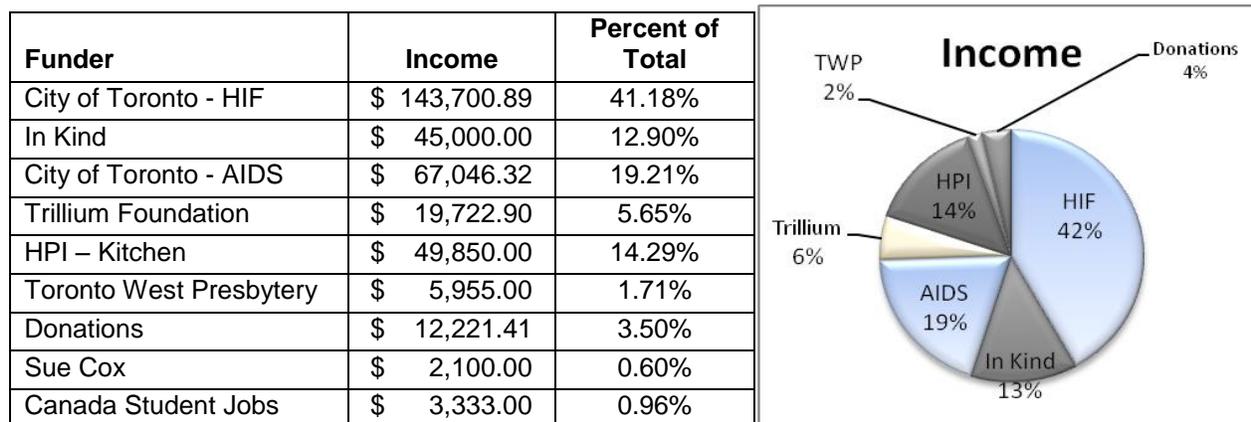
## 7.0 Financial Year 2009 (January 1 2009 - December 31 2009)

### Changes

This year represents our sixth year of audited financial statements, and finds WKNC in strong financial health during a year of growth. City funding for the Drop-In (HIF) increased 250% in 2009 to accommodate extended hours and additional staffing. Similarly, AIDS funding doubled for additional staffing of the AIDS/Harm Reduction programs. The kitchen renovations were a one-time capital project funded by HPI, with kitchen staffing funded by Trillium Foundation.

### Income

The chart and graph below show the distribution of income from various sources.



### Expenses

The primary program delivered is the Drop-In Centre, including food services. To do this requires staff, thus staff costs (salary, benefits, taxes) are costs of program delivery. Rent is also part of program delivery, since the Drop-In's physical space is allocated for the use of the participants. Administration costs include Utilities, Phone, Internet, etc. A portion (<5%) of the Program Supplies category is spent on administrative overhead (office supplies).

