



Warman Childcare Centre

AGM Package

Tuesday, March 29th

7:00 pm

Via Zoom

Join Zoom Meeting:

**[https://usask-ca.zoom.us/j/93508598038?](https://usask-ca.zoom.us/j/93508598038?pwd=OE8rTXRnMTVNMG85RTBEU3pzU3F2Zz09)
[pwd=OE8rTXRnMTVNMG85RTBEU3pzU3F2Zz09](https://usask-ca.zoom.us/j/93508598038?pwd=OE8rTXRnMTVNMG85RTBEU3pzU3F2Zz09)**

Join by Telephone:

Local Saskatoon Dial-in Number: (639) 638-7474

Other Zoom Dial-in Numbers: <https://usask-ca.zoom.us/u/aoNaaviPk>

Meeting ID: 935 0859 8038

Passcode: 16743677

Telephone Passcode: 16743677

Package Contents:

- 1) AGM Agenda
- 2) 2020 AGM Meeting Minutes
- 3) Annual Report with Financials
- 4) Board Candidate Profiles

Annual General Meeting

March 29, 2022

1. Call to Order
2. Introductions of WCC Director and Current Board of Directors
3. Virtual Meeting Etiquette
4. Approval of Agenda
5. Approval of 2021 AGM Meeting Minutes
6. Financial Report
 - a. 2021 Financial Statement
 - b. 2022 Budget
 - c. Appoint 2022 Auditor
7. Election of Directors
 - a. Introduction of Board Nominees - Voting Opens - 10 minutes
8. Annual Report Presentation (Operation Reports)
 - a. Chairperson Report
 - b. Director Report
 - c. Fundraising Report
9. Election of Directors
 - a. Results & Announcement of New Board Members
10. Adjournment of Meeting

Annual General Meeting Minutes

April 20, 2021

Attendees: Rebecca Righi, Tammy Desrosiers, Jenn Lamontagne, Kendra Usunier, Maria Christiuk, Ian and Christie Braaten, Dani Reid, Nick Cherney, Johannes Schauss, Amber Nuels, Cindy Raiwet, Kayla Block, Morgan Bullee, Amy Fehr, Shelagh Steckler, Delani Smit. Courtenay Chudy, Tammie Bray, and Amy Killick-Joined part way through.

1. Call to Order: 7:01PM
2. Introductions of WCC Director and Current Board of Directors:

Chair: Rebecca Righi; Co-Chair: Jenn Lamontagne.
Secretary: Dani Reid; Treasurer: Kendra Usunier
Executive Member: Delani Smit

3. Virtual Meeting Etiquette

Keep your device on mute to help contain the background noises throughout the meeting. Unmute to ask questions, or you can raise your hand (located in the zoom options)
Feel free to ask questions as we go. The floor will be open to questions at the end of the meeting, or you can type in the chat box.

4. Approval of Agenda

Kendra Usunier motions to approve the agenda as presented; Jenn Lamontagne seconds.
All in favor.

5. Approval of 2020 AGM Meeting Minutes

Delani Smit motions to approve the 2020 AGM Meeting Minutes; Kendra Usunier seconds.
All in favor.

6. Annual Report Presentation (Operation Reports)

- a. Chairperson Report
- b. Director Report
- c. Fundraising Report

Annual General Meeting Minutes

April 20, 2021

Tammy Desrosiers (Director) speaks to the reports: She thanks everyone for coming and apologizes if her family interrupts—although they have been warned not to! It has been a tough year, so thank you to the parents for being flexible and for all the ideas and help that has been provided. Some highlights to the year are the expanding of the center to open up three new spots that unfortunately could not be used this year, but we are hoping to be able to utilize in the coming years. We had to shut the centre down due to COVID 19 in the spring, and slowly reopened over the next couple months with limited spots. We are now running with 41 children at the centre. Staff have done a great job accommodating to the restrictions and have really stepped up over the year. The staff are very valuable and an important part of the business so we want to extend a special thanks to all of them. Tammy has been at the centre since 2013 and has been excited to see it grow—like a 5th baby!

The floor is open to questions:

Shelagh asks about the fundraising stipulations that were implemented this year and has asked what brought about the change?

Tammy responds that there has always been the buy out option in the centres policy, and there has always been talk about implementing a system to hold parents more accountable to participate in the fundraisers.

Shelagh responds in that she sees where we are coming from but the change seemed to be quite drastic from previous years of having no targets in place. She also compares it to other daycares and after school activities that require fundraising and thinks ours seems to be higher than most. She also observes that it could be looked at as a hidden fee.

Kendra steps in to elaborate further from a financial perspective stating that we are trying to eliminate the fundraising, but COVID has set us back from that goal due to the restrictions that were put in place stopping us from running at full capacity and utilizing the staff to the fullest. We, also, felt that the year has been tough on many families so raising fees didn't seem like a viable option.

Shelagh agrees that there is no easy answer for this and appreciates the feedback.

Kendra Usunier motions to approve the Annual Reports as presented; Delani Smit Seconds. All in favor.

7. Financial Report

- a. 2020 Financial Statement
- b. 2021 Budget

Annual General Meeting Minutes

April 20, 2021

Kendra Usunier (Treasurer) speaks to the financial statement and 2021 budget: She starts by stating that 2020 threw a lot of curve balls at the centre with the pandemic hitting us in the spring, throwing a wrench in our plans to expand and utilize the 3 new spots that we renovated to open. The budget allowed for a \$462.61 overdraft, and we came out of 2020 with a deficit of \$1,916.00. We have adjusted the 2021 budget to take into account COVID restrictions, the additional cleaning costs, additional staffing, and less spots open. We are, also, hoping to open up other points of revenue in the fall such as the preschool/part time spots, and the additional fundraising. The budget concludes with the centre having a \$2,600 overdraft at the end of 2021. Kendra highlights that the 2021 year end could have been much worse had we not taken advantage of CEWS and the emergency grants.

Tammy Desrosiers wanted to add that we have the option to eliminate 5 spots in the preschool room and 1 staff, creating a 25 children to 2 staff ratio to help with overall costs to the centre. However, we do not want to take this measure due to having to terminate childcare for some parents. She mentions this to give parents some perspective as to why the restrictions are causing concerns with the budget as we are not able to utilize staffing/children ratios to their full potential yet we want to ensure families are happy and receiving childcare.

Kendra Usunier motions to approve the financial reports as presented; Jenn Lamontagne seconds.
All in favor.

c. Appoint 2021 Auditor

Ian Braaten motions to appoint Laskowski & Wright as the 2021 auditor; Shelagh seconds.

8. Special Resolution
 - a. Bylaw Change – Section 4 Membership

Jenn Lamontagne (Governance Committee Chair) speaks to the special resolution. The policy has been updated with new membership definitions to provide more clarity. It has been 5 years since the policy was implemented originally. Jenn would like to give a special thanks to Ian Braaten for helping in this matter, and we always welcome and greatly appreciate help from parents.

Jenn moves the adoption of special resolution to the memberships as presented; Kendra Seconds.

All in favor: 17 out of 18 attendees voted in favor; 1 attendee abstained.

Annual General Meeting Minutes

April 20, 2021

9. Board Members announced- 3 new members

a. Introduction of Nominees

Rebecca Righi (Chair) takes the floor to announce new board members:

Maria Christiuk

Kayla Block

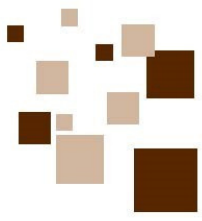
Morgan Bullee

Floor is open to questions. Attendees are reminded that they can always reach out to the board via the board email address if they would rather not speak during the meeting. No questions were presented.

10. Adjournment of Meeting: 7:28PM

Kendra motions to adjourn 2021 AGM meeting; Delani seconds.

All in favor.



WARMAN
Childcare
CENTRE

A place for early education



2021 Annual Report

A MESSAGE FROM OUR BOARD CHAIR

This last year proved to be another challenging one for the Warman Childcare Centre with balancing the fine line of offering high quality, reliable childcare while also keeping the health and safety of the staff and children at the forefront. WCC pulled it off but it couldn't have been done without the incredible resilience of our amazing Director and staff and the ongoing cooperation and patience from the families. We adhered to keeping WCC's values in place at all times: Accountability, Integrity, Excellence, Engagement, and Best Interest. Since implementing the Standing Committees, the Board of Directors (BOD) was able to support the Center in a more focused and directed manner. This proved to be particularly effective when faced with some hard decisions stemming from government regulations and pandemic outcomes, but also in times where quick-thinking judgement calls needed to be made, such as instances where the Centre was impacted because of weather, sporadic building and site maintenance or staff shortages.

With regulations beginning to ease up, WCC and the BOD are cautiously moving forward by keeping a finger on the pulse of what best practices to keep in place permanently and temporarily. We feel this is the best foot forward as it gives both the children and staff some flexibility with their comfort levels.

The BOD is thrilled to have 36 additional spots be granted to the Centre and is already eagerly assessing the best way to utilize this opportunity. We are looking forward to what the year ahead has to offer with all the good news (reduced childcare fees, additional spots) and how we can continue to support the Warman Childcare Centre to the best of our ability.

Thank you to the board members who have completed their term and contributed greatly to the WCC Board of Directors: Kayla Block (Executive Member), Delani Smit (Executive Member), Dani Reid (Secretary) and Rébecca Righi (Chair), Jennifer Lamontagne (Vice-Chair), Kendra Usunier (Treasurer). Following the AGM, Morgan Bullee, and Maria Christiuk will continue their term as members on the board as. The BOD can consist of a maximum of 8 members, and with the great turnout of applications for the vacant spots, we are eager to welcome new members and have a full BOD once again.

A MESSAGE FROM OUR BOARD CHAIR

The WCC BOD is structured by Standing Committees which help team members focus more on specific factors and decisions required in the following key categories:

Executive, Governance, Financial, Quality of Care, and Events. Parents are always welcome (and may be asked) to join adhoc committees to help support these Standing Committees.

I'd like to remind the parents that the Board has a general email address that anyone can email at anytime: wccboard@outlook.com

Thank you,

Rébecca Righi

WCC BOD Chairperson



A MESSAGE FROM THE DIRECTOR

2021 was the year we were supposed to get back to normal or new normal as so many put it. We had great hopes that this was the year we wouldn't be running WCC through a pandemic, while the pandemic had other plans. However, 2021, showed me that we were able to come together and face all the hurdles that were presented through out the year. We couldn't have done it with out the support of the parents, staff, and board members.

Enrollment 2021:

January to June, we were restricted in to how many children we were allowed based on the Government of Saskatchewan protocols. Once those protocols were lifted, we were able to fill the remainder spots quite quickly. We welcomed many new infants in July and August as well as some preschoolers in the Fall of 2021. All 46 spots were spoken for in the Fall which was the first time since we did our renovation in February of 2020.

This fall we also offered part time spots to accommodate the kindergarten and preschool children. These spots were filled quite quickly with children who required part time care. Options of two and three days a week were available. This was to help support the kindergarten families as we did not provide transportation or walking to and from the bus stop.

Pandemic:

We continued to follow the direction set by the Government of Saskatchewan. 2021 brought lots of changes in the pandemic protocols. Staff, children and parents were very flexible with the ongoing changes. Making decisions were done with the safety of staff and child in the forefront. We participated in the Test to protect program and conducted rapid testing at the centre for staff and children who gave permission. This led us to making the decision that all adults entering the facility must be vaccinated. This is a mandate that will continue for staff as a requirement to work at WCC.

We were fortunate to purchase a victory sprayer for cleaning in early in the year. We are thankful for this purchase as it speeds up the cleaning process at the end of the day. The enhanced cleaning will continue to stay as we move away from the pandemic. We will also be continuing our sick care policy, requiring all children to be absent from WCC until symptoms are gone for a minimum of 48 hours.

A MESSAGE FROM THE DIRECTOR

Staffing:

Our staff continue to be one of the main reasons we are the top-rated centre in Warman.

The connections they have made with the children go above and beyond their daily job duties. The programming that they provide is also exceptional. We are focusing on professional development for all staff, education as well as workshops. Staff will continue to have given time weekly to complete programming for their group. This time is usually during the afternoon allowing, staff to be present in the mornings while programming and observations are happening the most.

Staff are striving to do more observations therefor creating documentation panels so the parents can see what their children are learning about. These will be displayed on the hallway bulletin boards. See Saw app has been a great communication tool between parents and staff.

2021 was a year to remember! Again I cant thank the staff, parents and families for their support through out the year. I look forward to what 2022 will bring and working with you and your children.

Sincerely,
Tammy Desrosiers
WCC Director



2021 WCC TREASURER'S REPORT

2020 certainly threw everyone many curveballs and at Warman Childcare Centre (WCC) we experienced our fair share as well. The constantly changing environment that COVID regulations brought about have had many implications.

Lisa Ross was treasurer at the start of 2020 and stepped down at AGM. Courtney Leavins temporarily filled the treasurer position with Kendra Usunier taking over in July 2020.

WCC entered into 2020 with exciting plans for expansion, including the addition of three new childcare spots, along with several fundraising goals. Many of these had to be changed or deferred due to COVID. The daycare was closed for the months of April and May during the initial provincial lockdown. Income loss at the center was offset by CEWS, Saskatchewan Small Business grant, and a Farmers Grow grant. The centre was able to reopen in June with reduced staff and children.

WCC progressively increased numbers over the following months, however was not able to fill all 46 licensed spots. For most of 2020 WCC ran with 36 spots filled, and currently we have 41 spots occupied. Due to COVID regulations there are restrictions on the amount of children that can be in one space, and an inability to 'combine' rooms at the beginning and end of day further limits our flexibility. For those of you newer to the center, historically during morning and end of day children often started out together in the preschool room until there were enough children to begin sending them off into the infant room, toddler room, and flex room. This allowed more cost efficient staffing ratios during these times.

Our new normal has created extra staffing needs at beginning and end of day due to the inability to combine children and rooms. WCC continues to receive CEWS payments that partially offset the income reduction and increased staffing demands. WCC's accountants have continued to advise on how to best navigate CEWS and subsidies available during COVID for the small business sector.

2021 WCC TREASURER'S REPORT

2021 continued to be a year of COVID and a few more pivots. It also ended with it being the year of grants!

WCC entered 2021 continuing to offset daycare costs by CEWS. With Covid guidelines we remained running with an increased staff to child ratio. The CEWS payments were discontinued shortly into 2021. To continue to follow health precautions we continued to operate at an increased staff to child ratio which did lead to increased costs for the centre.

In fall 2021 we were able to remove some of the Covid restrictions and fill all 46 spots in our centre. After a 2020 year of working through Covid subsidies and increased staffing ratio to ensure the highest level of safety from a financial aspect we were quite happy to finally be able to fill these spots. We also offered part-time spots to accommodate kindergarten and preschool children in fall of 2021. For all of 2021 we maintained 2 cohorts in WCC not mixing preschool children with toddler/infants to maximize safety. We also maintained a float staff as there was frequent missed work time due to precautions and self-isolation periods.

The end of 2021 brought in a flurry of new provincial and federal grants including Parent Fee Decrease, Federal Wage increase (for ECE staff at center) and a Work Enhancement Grant. This led to adjusting and readjusting our 2022 budget plans several times at end of 2021.

We ended 2021 with a \$23,346 deficit. This was primarily due to staffing costs as described above and needing to ensure utmost safety throughout the pandemic. Additional costs were associated with increased supplies (e.g., children not sharing sensory bins, play dough etc.) and increased cleaning costs).

The 2022 budget has been planned to anticipate increased staffing costs and continued increased cleaning costs as we navigate how Covid-19 will influence 2022. Exciting things entering 2022 are plans for a summer fun program and the recent announcement of new daycare spots and plans for expansion.

Warman Childcare Centre Inc.

Financial Statements

December 31, 2021

Independent Auditor's Report

To the Members of
Warman Childcare Centre Inc.

Opinion

We have audited the financial statements of Warman Childcare Centre Inc., which comprise the statement of financial position as at December 31, 2021, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the organization as at December 31, 2021, 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 ("ASNPO").

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the organization in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with ASNPO, 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.

In preparing the financial statements, management is responsible for assessing the organization's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the organization's financial reporting process.

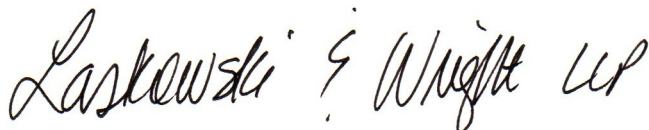
Independent Auditor's Report, continued

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- ◆ Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- ◆ Obtain an understanding of internal control relevant to the audit 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 organization's internal control.
- ◆ Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- ◆ Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the organization to cease to continue as a going concern.
- ◆ Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



Chartered Professional Accountants

Warman, Saskatchewan
March 22, 2022

Warman Childcare Centre Inc.

Statement of Financial Position

As at December 31	2021	2020
Assets		
Current		
Cash	\$ 74,699	\$ 96,072
Accounts receivable	79,742	13,418
Prepaid expenses (Note 3)	12,125	10,157
GST receivable	1,415	-
	167,981	119,647
Building and equipment (Note 4)	967,964	1,005,963
	\$ 1,135,945	\$ 1,125,610
Liabilities		
Current		
Accounts payable and accrued liabilities (Note 6)	\$ 108,906	\$ 39,221
Unearned revenue	-	2,057
Deposits	8,000	7,200
GST payable	-	2,700
Current portion of callable debt (Note 7)	32,854	871,819
	149,760	922,997
Callable debt (Note 7)	806,918	-
	956,678	922,997
Net Assets		
General Fund	179,267	202,613
	\$ 1,135,945	\$ 1,125,610

Approved by the Board

_____ Director

_____ Director

Warman Childcare Centre Inc.

Statement of Operations

For the year ended December 31

2021

2020

Revenues

Fees	\$ 319,156	\$ 274,895
Operating grant	187,424	184,489
Parent fee grant	70,808	-
Fundraising	38,454	16,404
Wage enhancement grant	14,245	-
Other grant revenue	2,057	-
Interest income	198	305
	632,342	476,093

Expenditures

Advertising and promotion	487	368
Amortization	44,967	46,948
Cleaning contract	14,631	10,524
Continuing education	1,242	63
Equipment and furnishings	1,312	472
Fundraising costs	25,275	5,696
Insurance	6,457	6,233
Interest and bank charges	918	64
Interest on long-term debt	29,701	30,587
Memberships	95	270
Office	7,736	6,774
Professional fees	5,088	4,982
Repairs and maintenance	8,030	22,465
Staff appreciation	9,765	4,999
Staff clothing	1,153	1,113
Subscriptions, permits and licenses	115	100
Supplies	47,492	31,265
Telephone	2,642	1,970
Travel	1,351	1,075
Utilities	8,403	9,051
Wages and benefits	484,979	376,864
Waste removal	1,557	1,378
	703,396	563,261

Deficiency of revenues over expenditures before undernoted items

(71,054) (87,168)

Other income (expense)

Canada Emergency Wage Subsidy	20,108	67,411
Temporary Wage Subsidy	-	917
Loss on disposal of building and equipment	-	(720)
Other emergency relief grants	27,600	17,600
	47,708	85,208

Deficiency of revenues over expenditures

\$ (23,346) \$ (1,960)

See accompanying notes

Warman Childcare Centre Inc. Statement of Changes in Net Assets

For the year ended December 31	2021	2020
Balance, beginning of year	\$ 202,613	\$ 204,573
Deficiency of revenues over expenditures	<u>(23,346)</u>	<u>(1,960)</u>
Balance, end of year	<u>\$ 179,267</u>	<u>\$ 202,613</u>

See accompanying notes

Warman Childcare Centre Inc.

Statement of Cash Flows

For the year ended December 31	2021	2020
Operating activities		
Deficiency of revenues over expenditures	\$ (23,346)	\$ (1,960)
Adjustments for		
Amortization	44,967	46,948
Loss on disposal of building and equipment	-	720
	<u>21,621</u>	<u>45,708</u>
Change in non-cash working capital items		
Accounts receivable	(66,324)	(6,155)
Prepaid expenses	(1,968)	1,935
GST receivable	(1,415)	1,966
GST payable	(2,700)	2,700
Accounts payable and accrued liabilities	69,685	8,870
Unearned revenue	(2,057)	(8,751)
Deposits	800	(1,600)
	<u>17,642</u>	<u>44,673</u>
Investing activity		
Purchase of building and equipment	(6,968)	(6,336)
Financing activity		
Repayment of callable debt	<u>(32,047)</u>	<u>(15,653)</u>
(Decrease) increase in cash	(21,373)	22,684
Cash, beginning of year	<u>96,072</u>	<u>73,388</u>
Cash, end of year	<u><u>\$ 74,699</u></u>	<u><u>\$ 96,072</u></u>

See accompanying notes

Warman Childcare Centre Inc.

Notes to the Financial Statements

December 31, 2021

1. Nature of operations

Warman Childcare Centre Inc. was incorporated as a non profit corporation under the laws of the Province of Saskatchewan on September 13, 2013 as a registered charity. The primary objective of the organization is to provide child care services.

2. Accounting policies

The organization applies the Canadian accounting standards for not-for-profit organizations.

(a) Cash

Cash consists of balances with financial institutions, some of which are interest bearing accounts.

(b) Building and equipment

Building and equipment are recorded at cost. The organization provides for amortization using the declining balance method at rates designed to amortize the cost of the building and equipment over their estimated useful lives. No amortization is recorded in the year of disposal. The annual amortization rates are as follows:

Building	4%
Furniture and fixtures	20%

Amortization of leasehold improvements is recorded on a straight-line basis over the remaining term of the lease.

(c) Impairment of long-lived assets

The organization tests for impairment whenever events or changes in circumstances indicate that the carrying amount of the assets may not be recoverable. Recoverability is assessed by comparing the carrying amount to the projected undiscounted future net cash flows the long-lived assets are expected to generate through their direct use and eventual disposition. When a test for impairment indicates that the carrying amount of an asset is not recoverable, an impairment loss is recognized to the extent carrying value exceeds its fair value.

(d) Revenue recognition

The company recognizes fee revenue on a monthly basis as services are provided. Grants, donations and fundraising revenue are recognized when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

(e) Contributed services

Volunteers contributed time to assist the organization in carrying out its fundraising activities. While these services benefit the corporation considerably, a reasonable estimate of their amount and fair value cannot be made and, accordingly, these contributed services are not recognized in the financial statements.

Warman Childcare Centre Inc.

Notes to the Financial Statements

December 31, 2021

2. Accounting policies, continued

(f) Financial instruments

The organization initially measures its financial assets and liabilities at fair value, except for certain non-arm's length transactions. The company subsequently measures its financial assets and financial liabilities at amortized cost, except for securities quoted in an active market, which are subsequently measured at fair value.

Financial assets measured at amortized cost include cash, accounts receivable, and mortgage holdback. Financial liabilities measured at amortized cost include accounts payable and accrued liabilities, unearned revenue, deposits and callable debt.

(g) Use of estimates

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. By their nature, these estimates are subject to measurement uncertainty. The effect of changes in such estimates on the financial statements in future periods could be significant. Accounts specifically affected by estimates in these financial statements are the collectibility of accounts receivable, the useful lives of building and equipment, and the calculation of parent fee grant receivable and corresponding payable to parents.

3. Prepaid expenses

	2021	2020
Insurance	\$ 5,587	\$ 5,358
Food supplies	2,783	1,844
Janitorial supplies	1,742	1,322
Utility deposit	1,040	1,040
Craft supplies	973	593
	\$ 12,125	\$ 10,157

4. Building and equipment

	2021		2020	
	Cost	Accumulated amortization	Net	Net
Building	\$ 1,127,773	\$ 224,767	\$ 903,006	\$ 940,631
Furniture and fixtures	50,253	25,586	24,667	24,747
Leasehold improvements	48,828	8,537	40,291	40,585
	\$ 1,226,854	\$ 258,890	\$ 967,964	\$ 1,005,963

Warman Childcare Centre Inc.

Notes to the Financial Statements

December 31, 2021

5. Operating line of credit

A demand operating line of credit has been authorized by the Affinity Credit Union to a maximum of \$25,000 and bears interest at bank's prime lending rate plus 2% per annum and is secured by a general security agreement. At year-end, no amounts are outstanding on this line of credit.

6. Accounts payable and accrued liabilities

	2021	2020
Accrued liabilities	\$ 72,376	\$ 2,123
Payroll liabilities	22,314	11,449
Government remittances	13,228	6,823
Accrued interest	1,767	1,868
Mastercard payable	(779)	4,528
Canada Emergency Wage Subsidy repayment	-	12,430
	\$ 108,906	\$ 39,221

7. Callable debt

	2021	2020
3.49% Affinity Credit Union demand mortgage, repayable in blended monthly instalments of \$5,146, secured by building and leased land, due September 2026	\$ 839,772	\$ 871,819
Less current portion	32,854	871,819
Callable debt	\$ 806,918	\$ -

Accounting Standards require that loans the lender can require to be repaid on demand be classified as a current liability. The organization is in violation of certain financial covenants.

Management does not believe that the bank will demand repayment. Principal repayments on callable bank loans over the next five years are as follows:

Principal repayments until maturity are as follows:

2022	\$ 32,954
2023	34,123
2024	35,334
2025	36,586
2026	700,775
	\$ 839,772

Warman Childcare Centre Inc.

Notes to the Financial Statements

December 31, 2021

8. Financial instruments

(a) Fair value

The fair value of current financial assets and current financial liabilities approximates their carrying value due to their short-term maturity dates. The fair value of long-term financial liabilities approximates their carrying value based on the presumption that the organization is a going concern and thus expects to fully repay the outstanding amounts.

(b) Credit risk

The organization does have credit risk in accounts receivable. Credit risk is the risk that one party to a transaction will fail to discharge an obligation and cause the other party to incur a financial loss. The organization reduces its exposure by maintaining strict credit policies and limits in respect to counterparties.

(c) Liquidity risk

The organization does have a liquidity risk in the accounts payable and accrued liabilities. Liquidity risk is the risk that the organization cannot repay its obligations when they become due to its creditors. The organization reduces its exposure to liquidity risk by ensuring that it documents when authorized payments become due; maintains an adequate line of credit to repay trade creditors and repays callable debt interest and principal as they become due.

(d) Interest rate risk

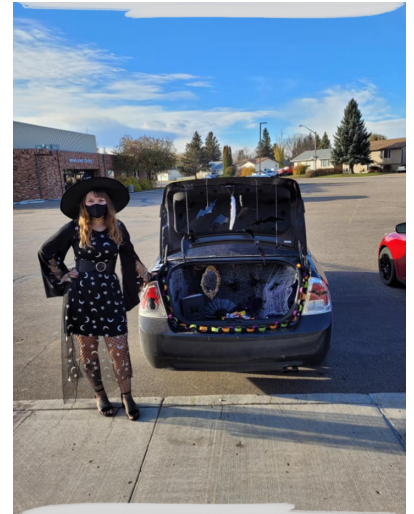
Interest rate risk is the risk that the value of a financial instrument will fluctuate due to changes in market interest rates. The company's exposure to interest rate risk is with its callable debt.

Fundraising Report

In 2021, we had planned to do four fundraisers, tracking sales and having each child sell a predetermined amount of profit. Due to some of the grants we received, the fundraising committee pulled back the set amount, and just asked the parents to actively fundraise. We only hosted three fundraisers:

1. Yellow head Pizza- this was as successful fundraiser as the pizza and soups were delicious. Very minimal mix up in products.
2. Flower fundraiser- this is our most popular fundraiser! Many customers wait for this one to be released. We had a record-breaking year in sales this year! This fundraiser continues to grow annually.
3. Fall Raffle- this year the committee decided to do a cash only raffle and ran it in the month of September. Local businesses supported the raffle by donating cash for the draws!

All in all it was a successful year for fundraising raising just over \$13000 For 2022, we are trying to keep the fundraising amount low for the budget. Any additional proceeds will go towards future projects.



Meet The Staff

staff at Warman Childcare Centre are trained in Early Childhood Education or obtaining their certificates and/ diplomas. This is obtained in the evenings and weekends. Alongside this the staff take additional professional development courses through out the year. Currently some of these additional courses include: autism certificate, leadership skills, early learning and program guide phase 1 & 2, essential early learning skills and infant/ toddler mental health.

WCC's Staff is the heart and soul of the program. Their dedication to the centre is appreciated beyond words can explain. It is this dedication that makes our centre stand out!





Melinda Martens
Assistant Director



Leah Klassen
Early Childhood Cook



Caytlin Gerwing
Preschool Room Educator



Katelyn Dyck
Preschool Room Educator



Sabre Bueckert
Preschool Room Educator



Joanne April
Preschool Room Educator



Tala Pincemin
Toddler Room Educator



Amanda Torres
Toddler Room Educator



Lynda Chamney
Infant Room Educator



Jennifer Young
Infant Room Educator



Madelyn Cornish
Part time/ Casual Educator



Ryan Lane
Part time/ Casual Educator



Mackenzie Hamm
Part time/ Casual Educator



Shawnee Swanepoel
Part time/ Casual Educator



Jordyn Longworth
Part time/ Casual Educator

Picture Coming

Lindsay Gamble
Part time/ Casual Educator

Board Candidates

There are eight positions that make up the Warman Childcare Centre Board, two of which are held by board members having served only one year of a two-year term. A membership vote will be held on March 29th at the Warman Childcare Centre's Annual AGM to fill the remaining six positions.

The Governance Committee, with Board approval, recommends that the following people stand for nomination at the Annual General Meeting on the 29th day of March, 2022:

To be elected for a two-year term (6 candidates):

- **Amanda King-Dukart**
- **Dawna Fisher**
- **Ian Braaten**
- **Jasmine Bahr**
- **Mark Prodahl**
- **Meghan Forsyth**
- **Rachel Heidecker**
- **Kendra Usunier (*Seeking Re-election*)**

Directors continuing to serve in 2022-2023 include:

- **Morgan Bullee**
- **Maria Christiuk**



Board Candidate **Amanda King-Dukart**

Hi, my name is Amanda King-Dukart. I was born in Regina and moved to Saskatoon in the year 2000. I was enrolled in French immersion at E.D. Feehan Catholic High School and graduated with a bilingual diploma in 2006. After a couple years of study at the University of Saskatchewan, I started my career in 2015 with SaskEnergy. I started with a temporary position in the office, and from there I went on to successfully complete a four-year apprenticeship program as a Service Technician.

I met my husband Peter in 2010 and we were married in 2013. In 2014 we made Warman our home and have been residents ever since. In February of 2020 we welcomed our first child, Oliver, into the world. We are excited to welcome our second child into our family this July 2022. We have two Brittany spaniels, Ember and Eevie, that complete our family. I absolutely love being a mom, and spending time with my family is important to me. Whether we are taking our dogs to the dog park, playing outside, playing hockey, having dance parties in the kitchen, or just relaxing together at home; being with my family is my favorite past time. Other past times that I enjoy include reading, doing crafts and DIY projects.

For me, being a member of the board of directors for WCC would be a great opportunity to both give back and be involved in the community. I believe early childhood education in a loving and fun learning environment, where kids can be kids, is vital in our child's development. I look forward to doing my part to ensure other families have the same opportunity for their children to thrive as my son has had at WCC.



Board Candidate

Dawna Fisher

My name is Dawna Fisher. I am currently a Candidate Member with Brunsdon Lawrek & Associates. I am pursuing an AACI designation with the Appraisal Institute of Canada. I started with the firm in 2012 as a researcher and recently completed the applied experience program under a mentor. The majority of my assignments are commercial based. I am also working towards gaining experience in property assessment review services. I graduated from the University of Saskatchewan in 2010 with a B.Comm degree with honours and distinction.

My husband, Adrian and I moved to Warman in 2013 shortly after welcoming our daughter, Helaina. Since establishing our family in Warman we have welcomed two more children, Jarett (2016) and Lars (2021). I live by an attitude of hard work, commitment, and perseverance in every part of my life, often going above and beyond my responsibilities. I am dedicated to serving others and my community. I enjoy spending time with my family, gardening, going to greenhouses and u-pick farms, baking and eating it too, and anything where I get to be creative. I also can't wait to get my kids on the ski hill someday soon. I watched the Warman Childcare Centre being built and all of our children have been privileged to attend the centre. I am excited for the opportunity to volunteer at the centre.



Board Candidate

Ian Braaten

Ian Braaten obtained his accounting degree from the Edwards School of Business in 2009, then his Master of Professional Accounting in 2011, and his Chartered Accountant designation in 2013. His career path took him West to Calgary for a few years, before moving back to Saskatchewan. He is a Partner with the accounting firm KPMG LLP. Along with his wife Christie, they moved to Warman in the Winter of 2012 and have fallen in love with the city and the great people who live here. In 2018 they welcomed a son, Beau, into the world. A few short years later in 2021 they welcome a daughter, Freya, into their family. Beau joined WCC in the fall of 2019, this experience has been remarkable in his development in learning and socializing.

Ian believes that early education and literacy is essential to building a healthy community and economy. He has previous board experience with READ Saskatoon from 2013 to 2020. He was involved with the Audit and Finance Committee and played a role in reviewing the annual financial statements and budgets. He also served on the Board of the Saskatchewan Young Professionals and Entrepreneurs (SYPE) from 2013 until he no longer fit the definition of young in 2021. He currently sits on the Board of Ideas Inc. When not busy with work, he enjoys time working with Christie and Beau on their hobby farm and is looking forward to giving Freya her first tractor ride this spring. He also enjoys family time at the lake fishing, hiking, snowmobiling and sailing.



Board Candidate

Jasmyne Bahr

My name is Jasmyne Bahr and I am a working mom of two. After years working with managing a team with SGI Autofund and the insurance industry, I started with Mint Mortgage following the birth of my daughter where I am a licensed mortgage associate and assistant to the brokerage owner. I am currently on maternity leave enjoying time with my son before I jump back into my career in the mortgage industry . From the beginning of our time in Warman, my family has really enjoyed this community and I look forward to serving it as best I can!



Board Candidate

Mark Prodahl

Hello, parents and staff of the Warman Childcare Centre. My name is Mark Prodahl and I grew up in the small town of Lake Lenore, 20 minutes Northeast of Humboldt. Lake Lenore is a small farming community at heart. My parents still reside there as my father runs the family farm. I continue to help out on the farm during the busy seasons of the year.

After graduating high school, I moved to Saskatoon to attend the University of Saskatchewan. I obtained a degree in Civil Engineering in 2018 and started working for PCL Construction Management directly after. At University I met my wife Brittany. We got married and moved to Warman in the summer of 2018. Brittany is a teacher and had been working in her hometown of Humboldt the two years prior. She received a transfer to Holy Trinity Elementary School in 2018 and has been teaching a grade 2/3 split ever since. Two years later we were blessed with our daughter Bryer.

Our family has settled into Warman and gladly calls the city our home. The small-town feel with big-city amenities is the best of both worlds for us. I would be privileged to serve on the WCC board as I would like to become more involved with the community and help the centre towards its goals.



Board Candidate

Meghan Forsyth

My name is Meghan Forsyth, my husband is Jared and I am mom to Davon (5 years) and Scarlett (2.5 years). We have been attending Warman Childcare Center since 2018. I am a nurse with 13 years of experience in a variety of settings including ICU, primary care, clinical teaching and LTC. I completed my Masters Nurse Practitioner (NP) in 2018 and work as a NP at the Saskatoon Cancer Center.

As a family you can usually find us enjoying the outdoors, especially the lake in the summer. I personally enjoy reading, quilting, traveling and getting together with friends and family. I am passionate about quality care and am interested in serving on the quality-of-care committee. I have experience serving as an executive member of my professional association, treasurer of my union local, and am a member of my work place quality improvement committee. I am a strong advocate and love working in a team environment. Thank you for your considering me for a position on the WCC board of directors.



Board Candidate

Rachel Heidecker

Rachel Heidecker is a leader in business strategy and transformation, specializing in technology and innovation. She holds a Chartered Director designation in board governance from The Director's College at McMaster University and is an MBA and B.Sc graduate from the University of Saskatchewan. She was previously a director and manager at the University of Saskatchewan and is currently the head of Information Technology for the City of Prince Albert. She is the Vice Chair of the SKArts Board of Directors and Chair of the Finance and Investments committee. She has been a board member with SkArts for 4 years. She has also served on the SaskTel Board of Directors for 9 years and is currently the Chair of the Growth & Technology Committee. Rachel would enjoy the opportunity to volunteer for the board of the Warman Childcare Centre. Her daughter Brynn is 3 years old.



Board Candidate

Kendra Usunier

Currently Serving as Board Treasurer

Kendra Usunier has served on the WCC Board of Directors for two years as treasurer and is hoping to renew her term. My husband Marc and I are originally from Brandon, Manitoba but have been living in the Saskatoon area since 2008, and moved to Warman in 2017. We have two children, Elise (age 5) and Luc (age 1). I am a physiotherapist currently working as the Director of Continuing Education in Rehabilitation Science at the University of Saskatchewan, and also serve as clinical faculty within the Masters of Physical Therapy program.