



Annual Report

Apr 1, 2012 to Mar 31, 2013

Mission Statement

To promote sexual and reproductive health throughout the lifespan by providing information, education and services, and encouraging informed, responsible attitudes toward sexuality.

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AGM meeting date: 29 May 2013, 5:30 pm
South Shore Regional Hospital



Sexual Health Centre Lunenburg County
Annual General Meeting
Agenda
May 29, 2013 – 5:30 pm – SSRH Lecture Room 1

1. Welcome & introductions
2. Approval of the minutes from the 2012 AGM
3. Board Chair Report – Rhonda Haines
4. Executive Director Report – Katie Boudreau
5. Financial Report – Rhonda Haines
6. Nominations for the Board of Directors for 2013-2014
7. Election of Officers
8. By-laws – voting on new by-laws of the Society
9. Meeting adjourned



Sexual Health Centre Lunenburg County
Annual General Meeting Minutes
May 28, 2012 / 5:00PM / SRH Lecture Room 1, 3rd Floor

Present: Greg Selig, Joanne Jefferson, Rhonda Haines, Rachelle Rebman, and Mary Spinney;
staff Katie Boudreau and Julie Veinot

1. Welcome

Greg welcomed everyone.

2. Introductions

Everyone introduced themselves to the new people in attendance.

3. Approval of the Minutes from AGM May 19, 2011

The minutes were amended to include the following:

- Veinot is spelled wrong in several spots
- Rhonda asked that the IWK cyber bullying money be changed from \$8560 to \$8960.
- It was noted that all Board Members need Child Abuse Registry checks (CAR), which is not the case: only Board Members working with children require this.

Joanne moved the Minutes from 2011 be approved as amended; Rachelle seconded the motion. Motion carried unanimously.

4. Board Chair Report – Greg Selig

- Greg suggested sending a thank you for the use of the lecture room at the hospital. There will be a new CEO after July 1st; he said he should be postponed until then.
- He noted Skype has been a useful tool in helping the Board achieve quorum.
- Having the Centre open during the summer months, which has not always been possible, was a positive thing for the Centre.
- Greg said he hopes for more collaboration with Second Story Woman's Centre because of the shared histories as well as interest in things like ending violence in the area.
- There have been many changes in the Centre this year, many of them good.

5. Director Report – Katie Boudreau

- Katie noted the condom shipment has been late (since January), and the Centre has run out of lubricant. Thankfully, the condom supply has been holding out.
- This fiscal year, the Centre gave as many sessions as previous years.
- Katie thanked the Board for helping cost-share the Saint Mary's course in teaching at the university level. It has proven useful.
- She expressed a wish to someday get a grant for an Audience Response System, which would allow for enhanced presentations and evaluations.
- This year, outreach to local schools has grown—this has been the first full year of the program. Bridgewater Junior Senior High School was added to the regular rotation, and Queens County benefited from some outreach during the spring and summer thanks to Sharon Woodill.
- Website visits have grown as well, with 4,600 visits logged to www.theshac.org.



- The Centre received a second cyber bullying grant which has built on the success of the Mental Health Foundation of Nova Scotia's grant. Presentations will continue through the 2011-12 school year through this money.
- Katie thanked Scotty for keeping the entire SHIFT pamphlet inventory organized. Scotty logged 200 volunteer hours. This added to other volunteer hours, including the Board's contributions, to make for 700 hours of volunteer work. Katie calculated this is the equivalent of 15 hours a week. This helps to make a difference with Katie's 3 hours a week.

6. Financial Report – Rhonda Haines

Rhonda presented the financial report. She noted the budget is for core funding only, which means grant monies are not included.

7. Personnel Report – Greg Selig

Katie completed her self-evaluation this year. Greg recommended Katie be given a raise due to her successful evaluation and performance.

Rachelle moved the Board adopt all yearly reports as amended; Rhonda seconded the motion. Motion passed unanimously.

8. Recognition of Past and Departing Board Members

Cards and gift cards were passed out to departing Board Members in recognition of their hard work for the Centre. Everyone expressed sadness that Tara, Kelly, and Greg will not be reoffering, but hoped they would keep in touch.

9. Board Members Reoffering: Joanne Jefferson, Rachelle Rebman, Rhonda Haines, Mary Spinney

10. New Board Member Nominations

- Natasha MacKay
- Susan LeFort
- Chelcy Woodworth
- Kaitlin Richard

Rachelle moved the Board accept all four as new members; Joanne seconded the motion. Motion carried unanimously.

11. Nominations for Board Executive

This is deferred until the next monthly Board Meeting.

12. Election of Officers

The Board suggested having this happen at the next monthly Board Meeting, in order to give people time think about their potential commitments.

13. Final Remarks

In all, it has been a successful year for the Sexual Health Centre.

Rachelle moved the meeting be adjourned.

Meeting adjourned at 5:55PM.



Chair Report

This fiscal year started off with challenges for us, the two co-chairs. We found ourselves in the situation where one single person was not able to take on the full responsibility of being Chair, while still requiring a Chair (especially in the absence of a Vice-Chair). We delegated responsibilities between us as Co-Chairs, and unfortunately, some of the practical aspects the previous Chair maintained, fell back on the shoulders of our Executive Director. Such is the on-going challenge of non-profit organizations.

Fortunately, the Centre has had Katie Boudreau Morris at the helm. Although facing financial challenges and reduction of hours, she somehow managed to secure several grants and extra funding. Through her hard work, she ensured we were able to offer core services throughout most of the entire fiscal year, a feat our core funding would never allow. She was also able to engage, train and retain several volunteers who have contributed an invaluable amount of work to the Centre.

As we enter the new fiscal year, we are faced with the task of hiring a new Executive Director. We wish Katie well in her educational pursuits and appreciate her assistance in the search for a new Executive Director.

Respectfully submitted,

Rhonda Haines
Co-Chair

Mary Spinney
Co-Chair



Executive Director Report

Programs, Presentations, and Special Events

Safer Sex Supplies Distribution Program

To help keep Lunenburg County safe and healthy, we provide safer sex education including condoms and water-based lubricant free of charge for educational and advocacy purposes.

We distributed over 5,600 condoms this year. We also distribute free personal lubricant samples, for safer sex; this year we distributed more than 1000 packets.

Regular, lubricated Lifestyles condoms and samples of water-based lube are supplied to members of the **Canadian Federation for Sexual Health (CFSH)**, through a bulk purchasing arrangement with **Ansell Canada**. CFSH and Ansell allow members to purchase varieties of condoms at bulk, discounted prices, which has allowed greater accessibility to non-latex condoms for communities with allergies. The Sexual Health Centre Lunenburg County is grateful to Ansell for their special pricing. The free condom program previously offered is no longer available.



*5600 condoms &
1000 lubricant sample packets
distributed*

This year, we were able to partly re-stock our condom inventory thanks to NSASH, which made a purchase on behalf of member organizations. NSASH members also supplied condoms which had been accessed through the Society of Obstetricians and Gynecologists of Canada (SOGC).



The SHCLC provides education around other safer sex items and also supplies some at cost, including oral dams and flavoured condoms for safer oral sex, and interior condoms (female condoms).

3,721 other educational resources, such as pamphlets, were additionally distributed.

Community Presentations

SHCLC continues to provide free presentations on various topics for schools and community groups. This year, we delivered 33 hours of group educational sessions.

Topics included safer sex, consent, healthy relationships, homophobia and heterosexism, diversity, cyber-bullying, postponing sex, and more.



Other services

379 individual services were accessed. The most commonly accessed services this year were individual support counselling, information about contraception, and “other” services. Other common topics were sexual orientation and identity, and STIs.

Fewer pregnancy tests were requested this year (14 vs 39); this is probably due in part to tests being accessible this school year through the School Health Counsellor program.

Community Grants

The SHCLC was approved for a grant this year from the **Lunenburg Community Health Board**. **\$3000** was granted toward a school-based educational program addressing safer sex topics.

\$8,152 received in community grants

The final report for the **IWK Community Grant** was accepted this year, and the final cheque was received, for **\$2,240**. These funds will be used to continue our work on cyber bullying.

We were approved for funding from the **Canada Summer Jobs** program, which enabled us to hire a post-secondary student during the summer of 2012. **\$2,600** was awarded under this grant.

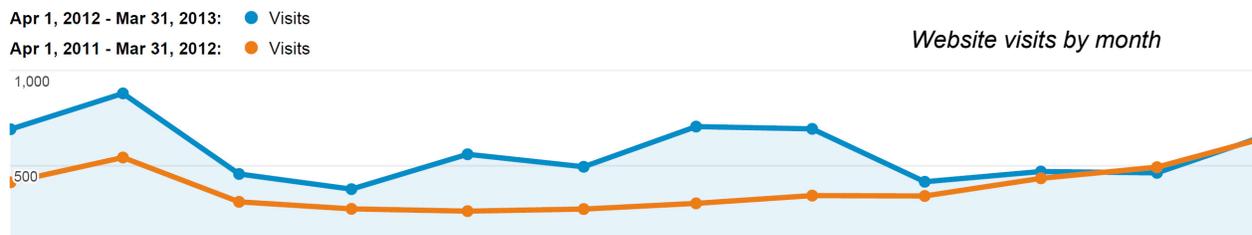
We received **\$306** in designated donations from the **United Way of Lunenburg County**.

We applied for three additional funding opportunities, from Benjamin Moore Community Restoration Program, the United Way of Lunenburg County, and Canada Summer Jobs (CSJ). In addition, the final report for the SHIFT project was accepted by the United Way. After the end of the fiscal year, we were successful in two of the applications (as of the AGM): **\$7000** was approved from the **United Way** toward the Sexuality Education Curriculum and Support Project (the **SECS Project**), and funding from **CSJ** for another summer.

Promotion and Awareness

Website visits continue to rise since the launch of our revamped site in December 2009. Visits rose in the first year by nearly 400%, 13% in its second year, and this year – 49%.

There were 6,833 visits to the website this year.



Volunteering

The SHCLC is grateful to and relies on the work of volunteers, on a number of levels. In addition to staff time, many hours of volunteer contributions are necessary. Board members contribute countless hours. Scotty Vaughan, who has been volunteering with the SHCLC for nearly 2 years under a work experience program, contributed 300 hours this year. Annie Morrison contributed 156 hours toward policy revision, assisting with school presentations, and many other tasks.

Thank you!

Much thanks to volunteers for their dedication to a myriad of tasks including organizing and attending meetings, working on fulfilling our legal obligations as a charity, pamphlet reproduction and organization, organizing condoms, assisting with events, building community partnerships, cleaning, and more.

Thanks to the Board for their passion and belief in sexual and reproductive health and for facilitating the successful the successful operation of the Sexual Health Centre. Special thanks to Rhonda, who contributed a large amount of time again this year to accounting – ever-necessary and rather confounding for the rest of us.



Nova Scotia Association for Sexual Health

The Nova Scotia Association for Sexual Health (NSASH) is made up of one representative (usually the Executive Director) from each affiliate, and meets each month of the school year to do provincial work and share resources. NSASH receives funding from the Department of Health and Wellness, and disburses it to the seven member centres.

A number of promotional as well as some programming tasks are carried out jointly with NSASH.

The SHCLC began serving in the position of Treasurer of the NSASH Board this year. The SHCLC's Financial Officer and Co-Chair, Rhonda Haines, began as NSASH's new Bookkeeper.

For more information on NSASH's activities, please see its Annual Report.

Charitable Status

The SHCLC's charitable status was successfully re-instated this year, retroactive to the date it had been revoked.

Respectfully submitted,

Katie Boudreau, Executive Director



Nominating Committee Report

The Nominating Committee respectfully submits the following list of potential reoffering and new members for the upcoming year, 2013-2014.

Jan	Cressman
Rhonda	Haines
Kendra	Fevens
Kaitlin	Richard
Carol	Rock
Jill	Skinner
Mary	Spinney
Hailey	Stafford

Respectfully submitted by Rhonda Haines and Katie Boudreau



Financial Report

Sexual Health Centre Lunenburg Co
Financial Statement 04/01/12 to 03/31/13

REVENUE		EXPENSE	
NSASH (Core Allocation)	35,736.28	Total Payroll Expense	27,462.80
NSASH (Surplus/extras)	3,055.02	Accounting & Legal	49.59
United Way	306.00	Advertising & Promotions	215.00
Grant 1 (Student)	2,606.00	Rent	3,912.00
Grant 3 (IWK)	4,092.89	Insurance	804.93
Grant 4 (LCCHB - Wellness)	3,000.00	Phone	745.17
Other Grants	87.50	Photocopier	1,046.50
Interest Revenue	16.80	Postage	106.90
Membership	62.00	Interest & Bank Charges	86.00
Donation Income	605.09	Office Supplies	265.55
Presentation/Program	50.00	Safer Sex Supplies	449.71
Other Income	1,843.15	Resources	44.24
TOTAL REVENUE	51,460.73	Miscellaneous	50.00
		Mileage	551.57
		Staff & Board Development	246.48
		Programs & Special Events	49.97
		Grant 1 (Student)	2,563.00
		Grant 2 (LCCHB - Wellness)	32.06
		Grant 3 (IWK)	4,092.89
		TOTAL EXPENSE	42,774.36
		NET INCOME	8,686.37

ASSETS		LIABILITIES	
Petty Cash	40.00	Vacation Payable	1,040.57
Chequing Account 31-2-1517	12,528.86	Total Receiver General	-
Savings Account 10-65939	5,095.43	RRSP Payable	
<i>Total Cash</i>		TOTAL LIABILITIES	1,040.57
	17,664.29		
Computer & Software		EQUITY	
Office Furniture & Equip	1,405.18	Retained Earnings - Prev Year	10,395.64
<i>Total Capital Assets</i>		Current Earnings	8,686.37
	1,405.18	Net Assets	1,739.61
HST Receivable	2,792.72	Total Retained Earnings	20,821.62
<i>Total Receivable</i>			
	2,792.72	TOTAL EQUITY	20,821.62
	2,792.72		
TOTAL ASSETS	21,862.19	LIABILITIES AND EQUITY	21,862.19

Rhonda Haines
Finance Officer

Mary Spinney
Co-Chair



Statistics

SEXUAL HEALTH CENTRE Lunenburg County Annual Statistics: April 1, 2012 - March 31, 2013

	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Sub Totals	TOTALS
Group Sessions	4	12	3	2	0	0	0	1	0	2	0	3		27
# Delivery Hours	4	13	4	4	0	0	0	2	0	2.5	0	3		33
# Attending (19&under)	60	141	112	7	0	0	0	0	0	30	0	28	378	440
# Attending (20&over)	3	12	8	7	0	0	0	13	0	5	0	14	62	
Resources distributed	554	119	455	204	0	677	677	122	0	176	589	148		3,721
# Information requests														3,009
by phone	13	7	19	7	6	6	11	8	1	14	8	22	122	
in person	5	6	4	0	1	3	4	2	0	5	10	3	43	
email (not incl. junk/spam)	248	219	241	207	214	217	241	246	201	258	261	291	2844	
Individual Services accessed	46	81	44	24	13	25	36	16	0	33	40	21		379
Topics: Preg Tests	2	5	2	1	1	0	1	0	0	0	1	1	14	
Birth Control	7	17	5	4	2	6	6	4	0	2	9	2	64	
ECP	0	3	2	0	0	0	3	0	0	0	3	0	11	
Preg Options	0	3	1	0	1	1	3	1	0	0	2	0	12	
STIs	4	6	2	2	0	2	4	2	0	4	5	2	31	
Sex. Orientat'h	5	2	10	4	1	2	0	0	0	3	1	2	30	
Abuser/Harassmt	1	0	3	1	0	2	0	0	0	2	3	0	12	
Preg/Fertility	2	7	1	1	1	2	4	0	0	2	0	0	20	
Abortion	0	0	1	0	0	0	1	0	0	0	0	0	2	
Ind.Supp Counselling	8	18	11	7	3	4	5	2	0	6	6	6	76	
Puberty	0	0	0	0	0	0	0	0	0	0	0	0	0	
Relationships	2	7	1	3	1	1	1	1	0	5	3	1	26	
Parenting	0	2	0	0	0	1	3	0	0	2	0	0	8	
Other	15	11	7	1	3	4	5	6	0	7	7	7	73	
Client Contacts (incl) subtotal	24	33	24	13	10	11	16	7	1	13	14	10		176
Age: 11 & under	0	0	0	0	0	0	0	0	0	0	0	0	0	
12 to 14	0	0	0	0	0	0	0	0	0	0	0	0	0	
15 to 19	9	13	15	10	3	2	4	1	0	4	2	2	65	
20 to 29	4	6	2	0	3	1	4	0	0	3	5	1	29	
30 to 50	11	11	5	5	3	1	3	2	0	4	5	4	54	
over 50	1	2	2	0	0	4	3	2	0	2	1	1	18	
Gender: Male	12	11	6	8	3	2	4	3	0	4	6	2	61	
Female	10	17	8	0	5	7	12	3	1	6	7	6	82	176
Other	2	5	10	5	2	2	0	1	0	3	1	2	33	
#Referrals out(med/sexual)	17	14	9	1	0	6	10	0	1	7	4	5	74	
Condoms Distributed	383	199	474	31	18	1805	222	40	0	111	1337	962	5582	5,582
Lubricant Distributed	3	36	15	0	0	288	16	158	0	60	238	236	1050	1,050
Meetings Attended	4	5	4	6	1	3	2	3	1	2	5	8		44
#hrs spent	7.25	6.5	7.5	25.5	2.5	3.5	16	4.25	2	2.5	21	8.75		107
Website														
GA report - visits	690	879	454	374	558	492	704	692	413	467	460	650		6,833
NOTES														

