



3122 Gibbins Road Duncan, BC V9L 1G2
Email: cvhospice@shaw.ca www.cowichanvalleyhospice.org
Phone: 250-701-4242 In Ladysmith: 1-888-701-4242

2012 AGM

Agenda April 4, 2012

5:30 - 6:00 pm Renew memberships, mingle, recorded music,
coffee, tea & goodies

6:00 - 6:30pm AGM

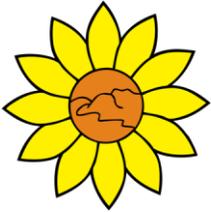
- Welcome
- Approval of Agenda and minutes
- Presidents' report
- Treasurer's report
- Review Engagement
- ED report/ program report
- Elections:

6:30 - 6:45pm Awards and recognition:

6:45 - 7:45pm Advance Health Care Planning: Let's Start the Conversation

Cowichan Valley Hospice
Caring for Cowichan families through advancing illness and grief
since 1981





Cowichan Valley Hospice Society Annual General Meeting: March 28, 2012

President Mary Ann Deacon welcomed 50 members and guests to our AGM at the Ocean Front Suites at Cowichan Bay, B.C. We were entertained at the beginning and end of the evening by Jo Wright, Warren Duke & John Wade. What a treat!!

- **Approval of Agenda** - Jamie Goodman - seconded by Amy Holness carried
- **Approval of the Minutes of the AGM 2011** - Sandra Sarsfield - seconded by Else Shandro carried

President's Report: attached. Sandy Sarsfield

- Thanked Mary Ann Deacon for taking over the presidency in January.
- Sandy asked we read her report at our leisure

Financial Report: Jamie Goodman

- Went over his report briefly (see attached)
- Thanked staff, volunteers and members for all they do.
- **Motion to accept the Financial Report:** (Kathy Skovgaard/David Pope) Carried

Executive Director Gretchen Hartley

- Gave highlights from her report (see attached)
- Thanked her staff for their continued support and good work.
- Introduced Jo Wright CVHS newest staff member

Board Members for Election

Sara Ferrario 2 yrs
Don Orchard 1 yr

Re-election

Jamie Goodman 2 yrs
Nick DiCarlo 2 yrs

Standing for the second of two-year term

Ray Sapergia
Dianne Whetstone
Sandra Sarsfield
MaryAnn Deacon
Else Shandro

MaryAnn Deacon thanked Sandy Sarsfield for being president for the past 2 years.

Five Years of Volunteer Service Pins presented to

Barb Nugent
Bregitha Miller
Brian Stott
Diane Branter
Donna Hert
Eleanor McBride
Glenis Mieles
Kathy Skovgaard

Ko Spyksma
Marg Bell
Maria Curtis
Mary Kae Smith
Maureen Hawthorn
Robert Howell
Shelley Kuecks
Shirley Fowler

Six years of Volunteer Service Pins presented to Susan Faulkner and Brian Dallin

Friends of Hospice Dan Nugent, Ease-ability Services,
Arbutus Ridge Community, represented by: Else Shandro, Florence
Aikin, Patti Fenski
Shirley Northorp , Golf Tournament founder.

*** Ingvar Creed read a poem he had written for Gretchen called “The Diplomatic Dancer”

Honorary Life Member Roger Kimmerly

Team Leaders Honoured Amy Holness; Diane Dykes; Desne Jones and Pam Malt.

20 Years of Volunteer Service Pin awarded to Ruth Bloomfield – Congratulations Ruth!

Coffee Break

Facilitated Session: “Let’s Talk” A Dialogue Involving Your Input and Feedback.

Gretchen introduced Kathy Skovgaard and Jo Wright to facilitate conversation as a next step to the September 2011 strategic planning session attended by board members, staff and a group of volunteer team leaders. One of the biggest priorities identified at that time was improving communications within our organization. We have grown, the number of volunteers has grown and the number of things we do has diversified.

Table conversations were started with questions
What do we do well at Hospice?
What Makes Hospice work “juicy” for you?
Then groups were asked to offer three “stars”.

Each table was then asked to formulate a ‘wish’ related to the following questions:
How can we make hospice work, “juicier”?
Where should we be heading in the future?
All suggestions were written on a wall poster to be put up at Hospice and anyone who would like to add to it may do so there. Photo attached.

Meeting adjourned at 9 pm.



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CVHS 2012 AGM President's Report
2013

April 4,

Our last year's consultative AGM gave us validation that we are on the right track, but that we should diversify our continual quest for operating funds while keeping our long time goal of aiming for a Free Standing Hospice or equivalent. We are on that path.

We increased our staffing level to 4.2 full time equivalent positions as we hired Jo Wright, Community Relations/Development Officer.

We have appreciated the financial support from the Chemainus Health Centre Auxiliary, the CDH Auxiliary, The Lion's Club's on-going support, our many individual donors and that of many organizations. Our two major fundraising events, the Hike for Hospice in May and the Golf Tournament in July were successful. We began to work toward a request to CVRD for on-going \$50,000 operational funding to help stabilize our budget and to show our whole community's support of CVHS and the valuable work that we do.

We concluded our Royal Roads University Leadership Master's class project looking at organizational development. We have been attending the on-going and beneficial local Boards Meet Boards series of meetings. Jill Gerke, VIHA's recently appointed Manager for End of Life Care, spoke to us of VIHA's tentative plans. At our October 'Retreat', we met with facilitator Geoff Johnson to help us further clarify our short and long term goals.

We continue to do our best to support our great staff and many wonderful volunteers enhance the lives of those who are dying and grieving. The staff and volunteers do the real work of the Cowichan Valley Hospice Society.

Respectfully submitted,
MaryAnn Deacon

Cowichan Valley Hospice
Caring for Cowichan families through advancing illness and grief
since 1981



Executive Director's Report

Thank you for your beautiful work: volunteers, staff, donors and board members! This year more than 800 people used hospice services and many have told us how important this care has been, making a real difference at very difficult times in their lives.

Last year we had a consultative AGM and heard resoundingly from our members that they wished for improved communication within our society and with the community at large. We have made strides in that direction, in two ways, through building stronger connections with volunteers and through improved external communications. Kathy continues to build connections and support volunteer teams and individual volunteers, in addition to offering high quality basic and advanced training. In Jo's report you will see details of some of her work, we are happy to have produced a beautiful newsletter after a lag of several years, and we have made the leap into social media with an active Facebook presence. Jo has also focussed on appreciating our donors and supporters for their gifts, which are so critical to the ongoing work we do. The receipt of a small contract from VIHA to provide community education on advance health care planning has given us new opportunities for outreach.

We continue to make many presentations each year to community groups. This year we were particularly pleased to participate in the Physicians' Practise support sessions on Palliative Care. We provided an orientation to hospice programs, including a client's perspective and a session about the impacts of grief.

The two other top priorities from our AGM conversation last year were more stable funding and movement toward the long term development of residential hospice care. As the first helps us move towards the second we have renewed our request for core funding to VIHA, both as a member society of the Vancouver Island Hospice Federation and through a submission to the BC Legislative Standing Committee on Finance. We are also working with the CVRD to establish some anchor funding from our community, and we were thrilled to hear just last week that we will receive a \$50,000 CVRD grant in aid this year and that directors have requested that staff explore the process for developing an ongoing service function for hospice.

Dee has not included a report, but in addition to managing our client reception and office management duties she coordinates the teams running our two major fundraising events: the Hike for Hospice and the Golf Tournament, both of which has excellent results this year.

Please read Shelley's report for her wise observations about grief work. The work our clients do with hospice is not easy work, but it is vitally important and it would not be possible without the support of our community in so many ways. Thank you all for your individual and very special contributions.

Respectfully submitted,
Gretchen Hartley, MSW
Executive Director



Client Coordinator's Report for 2012

Grief is an invitation to know ourselves...

...be it the grief of facing the end of our own life, the grief of the death of someone we love, the grief of watching someone we love die, or one of the many other losses that are inherent in living as a human being.

It is not an invitation that is always happily, or graciously, accepted. Oft as not we feel we are being dragged into it, kicking and screaming, cursing (loudly or silently as our upbringing allows...), unwilling and unready for the task ahead. And it doesn't really take 'NO' for an answer, at least not for very long.

But it invites us to go inside ourselves, to touch the core of the grief way deep down,...the sadness, the loss, the anger and frustration at the unfairness of it all, the desperation and the emptiness, the ache of the loneliness and the longing for "what used to be".

For it is in that space that we find the light of what is truly meaningful for us. It is there we have the opportunity to see the love that is at the heart of our grief. It is there we can find true gratitude for who and what we love, and for our ability to love. It is there we can begin to see our strength and capacity to work with our grief, to keep going in our lives and to find meaning and hope where we may once have seen none.

And what we do at Cowichan Valley Hospice is strive to create a safe and accessible place for people of the Cowichan Valley to be supported in that process.

In 2012 we provided service to 801 people. (This number up from the 711 of 2011)

277 came to us for grief support

219 for palliative support (a large number of those were seen by our hospital team)

120 came for caregiver's support

35 were information/referral calls we actively documented (trust me, there were more!!)

150 estimated family members of patients in Cowichan District Hospital seen by our hospital team

These people had access to support sessions with staff, our one-to-one volunteers, our support groups (bereavement, suicide bereavement, Men's Group, and walking group), the Care Clinic and individual energy work treatments, our ever-present office support, the hospital visiting team, the vigil team and our lending library.

Some found what they were looking for in one phone call or visit; many others have an on-going relationship with us, coming in regularly as they're finding their grounding within the new life they find themselves in. Some used only one of our services; others have been supported by a variety of our programs at different times as they move forward.

Thank you to everyone who makes this support possible. Thank you to our amazing volunteers who give so much, our dedicated board members, for the skill and caring of the staff and for the very valued support of our donors.

We hear and see a lot of sadness, but we are also privileged to see strength, growth and life in those who come here and allow us to companion them. Many are surprised to find that there is actually a lot of laughter and joy in our office, and we know that this comes as part of the journey that our clients are taking... for in the allowing of the "going inside" process, they find much more than just the grief..... they find themselves.

~Shelley Kuecks, Client Services Coordinator~

Training and Volunteer Coordination Report
C.V.H.S. AGM 2012

Signing on to volunteer for Hospice is not for the faint of heart as it is a volunteer commitment unlike most - and demands of us that we 'dig deep' within ourselves to be present to whatever we are asked to bear witness to, that we find out what we don't know, and that we bring forward our compassion in the most challenging of circumstances. We are profoundly appreciative of the volunteers who have so generously given of their time and energies to Cowichan Valley Hospice this past year.... whether their contributions lie within the realm of the broad range of client services, board of directors, gardening, fund-raising, office and library administration, building maintenance, or other unique offerings. If one has a skill and a willingness, it seems we find a way to use it!

We were graced with new energy of the 25 participants of two new 3 month long volunteer training sessions in 2012 and welcomed 25 very skilled and compassionate Hospice volunteers to our rosters.

During the past year as well, we offered continuing education experiences and workshops to volunteers as follows:

ADVANCED CARE PLANNING presented by David Pope

BUDDHA'S BRAIN (videolink workshop) facilitated by Heather Ferris

THERAPEUTIC BOUNDARIES presented by Elizabeth Causton

ASIST Training Suicide INTERVENTION Training (Vancouver Island Crisis Society)

UNDERSTANDING YOUR GRIEF (presented by Alan Wolfelt)

GRIEFWALKER (film screening, Q and A session, and workshop presented by Stephen Jenkinson)

PACE OF GRACE : Self-Care Invitation Workshop (presented by Kate Marsh)

In addition, our monthly Volunteer Meetings not only offer time to debrief but also to benefit from the broad-ranging areas of expertise of our very skilled and professional volunteers' own backgrounds. To that end, we have enjoyed multiple internal mini-trainings on a wide variety of subjects ranging from pain control, hypnotherapy, intuition, to spiritual practices at end of life to name but a few.

Our 2012 newly coined Volunteers' Valentine's Day Tea is only one small gesture by which we can even begin to say "thank-you" for the many, many contributions of the wonderfully generous people whom we are so proud to say we count amongst our volunteers! We hope our smiles of welcome speak the volumes of gratitude we feel for all that you do. In fact, the national volunteer organization, Imagine Canada, has designated a process for determining a donation dollar value for the reported hours of volunteer contributions and here at Cowichan Valley Hospice Society, this calculation amounted to a value of donations of \$186,464 in 2012!

Respectfully submitted with thanks to all,
Kathy Skovgaard, Training and Volunteer Coordinator



Community Relations Officer Report 2012

One of the major outcomes of Hospice's 2012 AGM was recognition of the need to continue building awareness of Hospice in the Cowichan Communities. To that end, this year saw an increase in communications about Hospice. Staff visited more people – individuals and groups – to share program and service information and to thank individuals and groups for their generosity. Saying 'thank you' and sharing information, answering questions, and most importantly, building relationship, is at the heart of this work. Examples of the stewardship activity include increased thank you phone calls, third party event support, presentations to organizations and service clubs, and personal visits to individuals and families. We also augmented the use of Facebook - a free and widely used social media tool - to share Hospice events and stories while building more awareness outside the Hospice family. Hospice Facebook followers increased over 2000% in the past year.

Last November, Hospice published a newsletter to share information and highlights from the year. This newsletter was sent electronically wherever possible, saving costs while being 'green'. People shared the electronic information with their networks, increasing the number of people who know about Hospice. Also in November, Hospice sent the annual Dove Campaign mailing, inviting people to donate to Hospice and share a personal story or sign a dove in memory of a loved one. Hospice increased circulation of both the direct mail and of the amount of thank you correspondence and included the newsletter to contain costs. This activity proved worthwhile on many fronts – fundraising revenue increased and most importantly, Hospice was able to connect with more people, sharing the Hospice story and relevant information about services.

There are many other worthwhile communications and fundraising moments to share but the list is far too long for this report. Please review the financial statement for more detail around fundraising revenue year over last. There are too many people and organizations to even begin to list them here, but for timely information, please follow Cowichan Valley Hospice on Facebook and look forward regular newsletter updates for information. If you belong to an organization that might benefit from hearing more about Hospice, please let us know and we will be happy to make a presentation to continue building awareness. It has been an amazing first year with Hospice and I am overwhelmed and humbled by the community generosity. That community support from individuals, families and organizations makes up over 70% of Hospice funding, and allows all programs and services to remain free of charge! Thank you on behalf of the entire Hospice team, for all that you do to support Hospice care in the Cowichan communities.

Respectfully submitted,
Jo Wright, Community Relations Officer

Cowichan Valley Hospice
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Since 1981



COWICHAN VALLEY HOSPICE SOCIETY
FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2012
(UNAUDITED)

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Review Engagement Report

Exhibit "A" - Statement of Financial Position at December 31, 2012

Exhibit "B" - Statement of Changes in Net Assets

for the year ended December 31, 2012

Exhibit "C" - Statement of Operations

for the year ended December 31, 2012

Exhibit "D" - Statement of Cash Flows

for the year ended December 31, 2012

Notes to the Financial Statements

**To the Members of the
Cowichan Valley Hospice Society
Duncan, BC**

REVIEW ENGAGEMENT REPORT

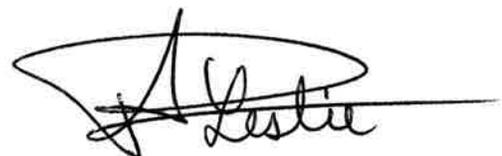
We have reviewed the Statement of Financial Position of Cowichan Valley Hospice Society as at December 31, 2012 and the Statements of Changes in Net Assets, Operations and Cash Flows for the year then ended. Our review was made in accordance with Canadian generally accepted standards for review engagements, and, accordingly, consisted primarily of inquiry, analytical procedures and discussion related to information supplied to us by the Society.

A review does not constitute an audit, and consequently, we do not express an audit opinion on these financial statements.

Based on our review, nothing has come to our attention that causes us to believe that these financial statements are not, in all material respects, in accordance with Canadian accounting standards for Not-for-Profit organizations.

We draw attention to Notes 2(a) and 13 to the financial statements which describe that Cowichan Valley Hospice Society adopted Canadian accounting standards for Not-for-Profit Organizations on January 1, 2012 with a transition date of January 1, 2011. These standards were applied retrospectively by management to the comparative information in these financial statements, including the Statements of Financial Position and Changes in Net Assets as at December 31, 2011 and January 1, 2011 and the Statements of Operations and Cash Flows for the year ended December 31, 2011 and related disclosures. We were not engaged to report on the restated comparative information and, as such, it is neither audited nor reviewed.

Duncan, BC
March 13, 2013


Chartered Accountants

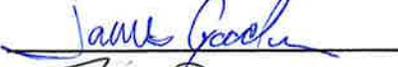
COWICHAN VALLEY HOSPICE SOCIETY
STATEMENT OF FINANCIAL POSITION
AT DECEMBER 31, 2012

(Unaudited)

ASSETS

	OPERATING FUND			CAPITAL FUND		
	December 31, 2012	December 31, 2011 (Note 13)	January 1, 2011 (Note 13)	December 31, 2012	December 31, 2011 (Note 13)	January 1, 2011 (Note 13)
CURRENT						
Cash	\$ 41,872	\$ 98,913	\$ 20,854	\$ 2,784	\$ 5,446	\$ -
Accounts receivable (Note 4)	5,410	2,065	1,491	-	-	-
Prepaid expenses (Note 5)	2,906	3,094	2,967	-	-	-
	<u>50,188</u>	<u>104,072</u>	<u>25,312</u>	<u>2,784</u>	<u>5,446</u>	<u>-</u>
TERM DEPOSITS (Note 6)	5,000	-	-	-	-	-
PROPERTY, PLANT & EQUIPMENT (Note 7)				165,919	170,255	154,806
	<u>\$ 55,188</u>	<u>\$ 104,072</u>	<u>\$ 25,312</u>	<u>\$ 168,703</u>	<u>\$ 175,701</u>	<u>\$ 154,806</u>
	LIABILITIES					
CURRENT						
Accounts payable and accrued	\$ 8,379	\$ 5,194	\$ 4,733	\$ -	\$ -	\$ -
Wages and benefits payable	13,321	7,388	7,473	-	-	-
Deferred revenues (Note 9)	7,668	80,300	4,300	2,784	5,446	-
Current portion of long term debt (Note 10)	-	-	-	13,947	2,662	3,161
	<u>29,368</u>	<u>92,882</u>	<u>16,506</u>	<u>16,731</u>	<u>8,108</u>	<u>3,161</u>
LONG TERM DEBT (Note 10)	-	-	-	-	13,940	15,996
	<u>29,368</u>	<u>92,882</u>	<u>16,506</u>	<u>16,731</u>	<u>22,048</u>	<u>19,157</u>
	NET ASSETS					
Net assets invested in capital (Exhibit "B")	-	-	-	151,972	153,653	135,649
Unrestricted net assets (Exhibit "B")	25,820	11,190	8,806	-	-	-
	<u>25,820</u>	<u>11,190</u>	<u>8,806</u>	<u>151,972</u>	<u>153,653</u>	<u>135,649</u>
	<u>\$ 55,188</u>	<u>\$ 104,072</u>	<u>\$ 25,312</u>	<u>\$ 168,703</u>	<u>\$ 175,701</u>	<u>\$ 154,806</u>

APPROVED BY THE BOARD

 Director
 Director

COWICHAN VALLEY HOSPICE SOCIETY
STATEMENT OF CHANGES IN NET ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2012

(Unaudited)

	OPERATING FUND			CAPITAL FUND		
	December 31, 2012	December 31, 2011 (Note 13)	January 1, 2011 (Note 13)	December 31, 2012	December 31, 2011 (Note 13)	January 1, 2011 (Note 13)
BALANCE, beginning of year	\$ 11,190	\$ 8,806	\$ 8,806	\$ 153,653	\$ 135,649	\$ 135,649
Net Revenue/(Expenses) (Exhibit "C")	14,623	22,379	-	(1,674)	(1,991)	-
Equipment acquired	-	(19,995)	-	-	19,995	-
Mortgage donations	2,662			(2,662)		
Mortgage principal	(2,655)	-	-	2,655	-	-
Change in net assets	14,630	2,384	-	(1,681)	18,004	-
BALANCE, end of year (Exhibit "A")	<u>\$ 25,820</u>	<u>\$ 11,190</u>	<u>\$ 8,806</u>	<u>\$ 151,972</u>	<u>\$ 153,653</u>	<u>\$ 135,649</u>

COWICHAN VALLEY HOSPICE SOCIETY

STATEMENT OF OPERATIONS

FOR THE YEAR ENDED DECEMBER 31, 2012

(Unaudited)

	OPERATING FUND		CAPITAL FUND	
	December 31, 2012	December 31, 2011 (Note 13)	December 31, 2012	December 31, 2011 (Note 13)
REVENUE				
Donations	\$ 56,809	\$ 56,655	\$ 2,662	\$ 2,554
Fundraising (Note 12)	119,222	90,603	-	-
Gaming	79,812	59,911	-	-
Cowichan Valley United Way	20,090	20,000	-	-
Central & North Vancouver Island United Way	9,351	9,131	-	-
Grants	9,000	800	-	-
VIHA Grants	15,700	11,700	-	-
Interest	186	25	-	-
Duncan Dabber Bingo Society distributions (Note 11)	1,607	6,744	-	-
Other	6,966	5,219	-	-
	<u>318,743</u>	<u>260,788</u>	<u>2,662</u>	<u>2,554</u>
EXPENSES				
Avertising and promotion	3,294	2,110	-	-
Amortization	-	-	4,336	4,545
Bank charges and interest	1,346	940	-	-
Fundraising costs (Note 12)	30,876	23,126	-	-
Insurance	3,025	3,194	-	-
Interest on long term debt	724	862	-	-
Licences, dues and fees	749	832	-	-
Materials and supplies	3,878	2,487	-	-
Office and miscellaneous	4,710	5,234	-	-
Professional fees	4,189	4,713	-	-
Property taxes	689	655	-	-
Repairs and maintenance	2,831	7,181	-	-
Small equipment purchases	6,105	786	-	-
Subcontract	2,900	-	-	-
Training and development	11,880	10,284	-	-
Travel	2,064	1,906	-	-
Utilities	7,535	7,008	-	-
Volunteer expenses	1,361	531	-	-
Wages, benefits and expenses	215,964	166,560	-	-
	<u>304,120</u>	<u>238,409</u>	<u>4,336</u>	<u>4,545</u>
EXCESS/(DEFICIT) OF REVENUE OVER EXPENSES FOR THE YEAR - Exhibit "B" & "D"	<u>\$ 14,623</u>	<u>\$ 22,379</u>	<u>\$ (1,674)</u>	<u>\$ (1,991)</u>

COWICHAN VALLEY HOSPICE SOCIETY

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED DECEMBER 31, 2012

(Unaudited)

	OPERATING FUND		CAPITAL FUND	
	December 31, 2012	December 31, 2011 (Note 13)	December 31, 2012	December 31, 2011 (Note 13)
CASH FROM OPERATING ACTIVITIES				
Net Revenues/(Expenses) (Exhibit "C")	\$ 14,623	\$ 22,379	\$ (1,674)	\$ (1,991)
Add back: Amortization	-	-	4,336	4,545
	14,623	22,379	2,662	2,554
Net changes in non-cash working capital				
Accounts receivable	(3,345)	(573)	-	-
Prepaid expenses	188	(127)	-	-
Accounts payable and accrued	3,185	460	-	-
Wages and benefits payable	5,933	(85)	-	-
Deferred contributions	(72,632)	76,000	(2,662)	5,446
Net cash generated through operating activities	(52,048)	98,054	-	8,000
INVESTING ACTIVITIES				
Term deposits	(5,000)	-	-	-
Additions to property, plant and equipment	-	-	-	(19,995)
Cash flows from investing activities	(5,000)	-	-	(19,995)
FINANCING ACTIVITIES				
Mortgage payable	-	-	(2,655)	(2,554)
Cash flows from financing activities	-	-	(2,655)	(2,554)
INTERFUND TRANSFERS:				
Revenue/Expenses	(2,655)	-	2,655	-
Mortgage donations	2,662	-	(2,662)	-
Asset purchases	-	(19,995)	-	19,995
Net interfund transfers	7	(19,995)	(7)	19,995
Net increase/(decrease) in cash	(57,041)	78,059	(2,662)	5,446
Cash, beginning of year	98,913	20,854	5,446	-
Cash, end of year	\$ 41,872	\$ 98,913	\$ 2,784	\$ 5,446
Represented by:				
Cash	\$ 41,872	\$ 98,913	\$ 2,784	\$ 5,446
Supplemental information:				
Cash paid for: interest	\$ 2,070	\$ 1,802	\$ -	\$ -
Cash received for: interest	\$ 186	\$ 25	\$ -	\$ -

COWICHAN VALLEY HOSPICE SOCIETY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2012

(Unaudited)

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1. PURPOSE OF THE ORGANIZATION

Cowichan Valley Hospice Society is a Not-for-Profit community agency incorporated under the Society Act of British Columbia on April 15, 1981. Its purpose is to provide skilled and compassionate support services to the dying and bereaved and their families and friends, with sensitivity to their culture, values and beliefs.

The Society is registered as a Charity under the Income Tax Act (11887 8388 RR) and is therefore tax-exempt under Section 149(1)(f).

2. SIGNIFICANT ACCOUNTING POLICIES

The Society follows accounting principles which are generally accepted for Not-for-Profit Organizations.

(a) Adoption of accounting standards

These financial statements were prepared in accordance with Part III of the CICA Handbook-Accounting ("Part III").

The Society's first reporting period using Part III is for the year ended December 31, 2012. As a result, the date of transition to Part III is January 1, 2011. The Society presented financial statements under its previous Canadian Generally Accepted Accounting Principles ("GAAP") annually to December 31st of each fiscal year up to, and including, December 31, 2011.

As these financial statements are the first financial statements for which the Society has applied Part III, the financial statements have been prepared in accordance with the provisions set out in Section 1501 of Part III, First-time Adoption by Not-for-Profit Organizations.

The Society is required to apply Part III effective for the period ending December 31, 2012 in:

- a) Preparing and presenting its opening Statement of Financial Position and Changes in Net Assets at January 1, 2011; and
- b) Preparing and presenting its statement of Financial Position for December 31, 2012 (including comparative amounts for 2011), Statement of Changes in Net Assets, Operations and Cash Flows for the year ended December 31, 2012 (including comparative amounts for 2011) and disclosures (including comparative information for 2011).

COWICHAN VALLEY HOSPICE SOCIETY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2012

(Unaudited)

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2. SIGNIFICANT ACCOUNTING POLICIES (cont'd)

(b) Property, plant and equipment

Property, plant and equipment are recorded at cost. Expenditures and additions which substantially increase the useful life of existing assets are capitalized. Amortization of these assets is based on the following rates:

Building	40 years straight-line
Furniture and fixtures	5 years straight-line
Office equipment	5 years straight-line
Computer equipment	3 years straight-line
Computer software	1 year straight-line

One-half of the year's amortization is recorded in the year of purchase and none in the year of disposal.

(c) Fund accounting

The Society follows the deferral method of accounting for contributions. The Operating Fund reports unrestricted and restricted assets, liabilities, revenues and expenses related to the Society's activities. The Capital Asset Fund reports the ownership, liabilities and equity related to the Society's capital assets.

(d) Revenue recognition

- i) The Society follows the deferral method of accounting for donations, fundraising, gaming, Cowichan Valley United Way, Central & Northern Vancouver Island United Way, grants, Duncan Dabbers and other contributions. Restricted contributions and grants relating to the general operations of the Society are recognized in the Statement of Operations in the year in which the related expenses are incurred. Unrestricted contributions and grants that can be reasonably estimated and collection is reasonably assured are recorded as revenue in the Statement of Operations in the year received.
- ii) Interest income earned is recognized as revenue in the year the investment income is earned.

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(Unaudited)

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2. SIGNIFICANT ACCOUNTING POLICIES (cont'd)

(e) Use of estimates

The preparation of these 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, the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the current period. All estimates are reviewed periodically and adjustments are made to the Statement of Operations as appropriate in the year they become known.

(f) Cash

Cash includes cash on hand and balances with banks net of bank overdrafts.

(g) Donated services

If donated services are received by the Society the value of these services are not recognized in these statements.

(h) Financial instruments

The Society initially measures its financial assets and financial liabilities at fair value adjusted by, in the case of a financial instrument that will not be measured subsequently at fair value, the amount of transaction costs directly to the instrument.

The Society subsequently measures all its financial assets and financial liabilities at amortized cost, except for investments in equity instruments that are quoted in an active market, which are measured at fair value. Changes in fair value are recognized in the Statement of Operations in the period incurred.

Financial assets measured at amortized cost include cash, receivables, and term deposits.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities, wages payable and mortgage payable.

3. FINANCIAL INSTRUMENTS

The Society's financial instruments consist of cash, accounts receivable, term deposits, accounts payable and accrued liabilities, wages and benefits payable, and mortgage payable. It is the board's opinion that the Society is not exposed to significant credit risk, liquidity risk, market risk or currency risk arising from these financial instruments. For further information regarding these financial instruments please see Notes 4, 6, 8 and 10.

COWICHAN VALLEY HOSPICE SOCIETY
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3. FINANCIAL INSTRUMENTS Cont'd

Interest rate risk

Interest rate risk refers to the risk that the fair value of financial instruments or future cash flows associated with the instruments will fluctuate due to changes in market interest rates.

The exposure of the Society to interest rate risk arises from its interest bearing term deposit. The Society manages its exposure to interest rate risk through contracts stating the guaranteed rate. Fluctuations in market rates of interest on the term deposits do not have a significant impact on the Society's results of operations.

4. ACCOUNTS RECEIVABLE

	December 31, 2011	December 31, 2011	January 1, 2011
Grants receivable	\$ 3,148	\$ -	\$ -
Harmonized Sales Tax	<u>2,262</u>	<u>2,065</u>	<u>1,491</u>
	<u>\$ 5,410</u>	<u>\$ 2,065</u>	<u>\$ 1,491</u>

GST/HST recoverable has been calculated as 50% of the actual 5% federal portion and 57% of the 7% provincial portion paid in accordance with GST/HST requirements for Not-for-Profit Organizations.

5. PREPAID EXPENSES

	December 31, 2011	December 31, 2011	January 1, 2011
	<u>\$ 2,906</u>	<u>\$ 3,094</u>	<u>\$ 2,967</u>

Prepaid expenses consist of prepaid property insurance, directors' insurance, workshops and other prepaid deposits.

6. TERM DEPOSITS

	December 31, 2011	December 31, 2011	January 1, 2011
ISCU term deposit	<u>\$ 5,000</u>	<u>\$ -</u>	<u>\$ -</u>

The long term deposit is externally restricted by a donor for residential hospice support. The term deposit is held at Island Savings Credit Union accruing interest at a rate of 1.8% to be paid annually on September 7th. The term deposit is due to mature on March 7, 2014.

COWICHAN VALLEY HOSPICE SOCIETY
NOTES TO THE FINANCIAL STATEMENTS
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(Unaudited)

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7. PROPERTY, PLANT AND EQUIPMENT

	Cost	Accumulated Amortization	Net Book Value December 31, 2012
Land	\$ 70,100	\$ -	\$ 70,100
Building	125,899	31,048	94,851
Furniture and fixtures	16,923	15,955	968
Office equipment	6,777	6,777	-
Computer equipment	13,154	13,154	-
Computer software	<u>4,057</u>	<u>4,057</u>	<u>-</u>
	<u>\$ 236,910</u>	<u>\$ 70,991</u>	<u>\$ 165,919</u>

	Cost	Accumulated Amortization	Net Book Value	
			December 31, 2011	January 1, 2011
Land	\$ 70,100	\$ -	\$ 70,100	\$ 70,100
Building	125,899	27,900	97,999	80,902
Furniture and fixtures	16,923	14,766	2,156	3,528
Office equipment	6,777	6,777	-	4
Computer equipment	13,154	13,154	-	52
Computer software	<u>4,057</u>	<u>4,057</u>	<u>-</u>	<u>220</u>
	<u>\$ 236,910</u>	<u>\$ 66,654</u>	<u>\$ 170,255</u>	<u>\$ 154,806</u>

The Society recorded amortization of \$4,336 in the current year (2011 - \$4,545).

8. BANK INDEBTEDNESS

The Society holds a \$200,000 operating line of credit with Island Savings Credit Union with an interest rate of prime plus 1% per annum which is payable on demand. The Society has not utilized this extended credit during the 2012 fiscal year.

COWICHAN VALLEY HOSPICE SOCIETY
NOTES TO THE FINANCIAL STATEMENTS
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9. DEFERRED REVENUES

	December 31, 2012	December 31, 2011	January 1, 2011
Victoria Foundation grant	\$ -	\$ 6,000	\$ -
Comfort supplies for Cowichan Dist. Hospital	2,668	4,300	4,300
Restricted residential hospice donation	5,000	-	-
Gaming revenue	-	70,000	-
Donations designated for mortgage principal	<u>2,784</u>	<u>5,446</u>	<u>-</u>
	<u>\$ 10,452</u>	<u>\$ 85,746</u>	<u>\$ 4,300</u>

During the December 31, 2010 year, the Society received donations designated for the comfort supplies for use at the Cowichan District Hospital totaling \$4,300. During the current fiscal year \$1,632 was spent. The remaining balance has been deferred to a subsequent year.

10. LONG TERM DEBT

Mortgage payable - Island Savings Credit Union; terms currently require minimum payments of \$65 weekly plus interest at 4.75% per annum locked in until November 1, 2013. The mortgage is due to mature on November 1, 2013. Secured by land and building at 3122 Gibbins Road, Duncan, BC with a net book value of \$164,951.

	December 31, 2012	December 31, 2011	January 1, 2011
	\$ 13,947	\$ 16,602	\$ 19,157
Less: current portion	<u>13,947</u>	<u>2,662</u>	<u>3,161</u>
	<u>\$ -</u>	<u>\$ 13,940</u>	<u>\$ 15,996</u>

The minimum principal repayments for the next year are as follows:

Current	\$ <u>13,947</u>
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COWICHAN VALLEY HOSPICE SOCIETY
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11. DUNCAN DABBER BINGO SOCIETY DISTRIBUTIONS

The Duncan Dabber Bingo Society is operated by a Society of Registered Charities. This Society is responsible for all expenses and the net proceeds are distributed quarterly to participating organizations.

12. FUND RAISING ACTIVITIES

	2012	2011
Reel Alternatives:		
Revenue	\$ 38,678	\$ 20,390
Expenses	<u>18,684</u>	<u>7,777</u>
Net revenue over expenses	<u>\$ 19,994</u>	<u>\$ 12,613</u>
Hike for Hospice:		
Revenue	\$ 31,971	\$ 23,595
Expenses	<u>2,236</u>	<u>3,017</u>
Net revenue over expenses	<u>\$ 29,735</u>	<u>\$ 20,578</u>
Golf Tournament:		
Revenue	\$ 30,348	\$ 23,178
Expenses	<u>7,010</u>	<u>7,259</u>
Net revenue over expenses	<u>\$ 23,338</u>	<u>\$ 15,919</u>
Direct Mail, Bracelets and Other:		
Revenue	\$ 18,225	\$ 23,440
Expenses	<u>2,946</u>	<u>5,073</u>
Net revenue over expenses	<u>\$ 15,279</u>	<u>\$ 18,367</u>

13. COMPARATIVE FIGURES

The opening balance sheet representing the transition to the new Accounting Standards for Not-for-Profit Organizations at January 1, 2011 has not been reviewed or audited.

The comparative figures at December 31, 2011 have not been reviewed or audited for compliance with Accounting Standards for Not-for-Profit Organizations. The comparative figures at December 31, 2011 were reviewed for compliance with Generally Accepted Accounting Principles.