



Communities 4 Families

Annual reports 2008-9





Annual General Meeting

Agenda

- Welcome and Introductions
- Approval of Agenda for the day
- Speaker: Kathy Mallett
- Approval of Minutes of the June 25, 2008 AGM
- Approval of Audited Financial Statements
- Chairperson's Report
- Committee Reports
- New membership form
- Approval of revised Terms of Reference
- Presentation of Officers
- Announcements
- Meeting Adjourned



Members of Communities 4 Families 2008-2009

Judy Baker	Adult Learning & Literacy
Karen Baird	Mulvey School
Judy Barg	Winnipeg Regional Health Authority
Anne Barr	The Family Centre
Dorota Blumczynska	The Immigrant & Refugee Community Organization of MB
Carole Clarke	Pregnancy and Family Support Services Inc.
Deborah Clark	YMCA-YWCA of Winnipeg
Kathryn Countryman	Wellington School
Carmen Court	Winnipeg School Division 1
Hubert Fenton-Smedts	Kid Gloves Day Care Inc.
Greg Ferguson	City of Winnipeg
Bob Gingras	Valour Community Centre
Rosemarie Gjerek	Klinic Community Health Centre
Frank Liebzeit	Community Member
Kathy Mallett	Healthy Child Manitoba
Barbara Martin	Klinic Community Health Centre
Claire Meiklejohn	WRHA
Karen Naumiuk	Winnipeg School Division #1
Debbie Nikiel	Greenway School Parent Room
Leslie Nutbean	St. Matthews Kids Korner, Inc.
Jo-Anne Palanuk	Manitoba Family Services and Housing
Suzanne Pazdor	Manitoba Family Services and Housing
Derrick Stamm	City of Winnipeg
Sharon Taylor	Wolseley Family Place
Maria Isabel Toro-Vidal	NEEDS Centre



Committee Members 2008-2009

Chairperson – Judy Baker

Banker – Rosemarie Gjerek

Executive Committee: Judy Baker (Chair), Dorota Blumczynska (Vice-Chair), Rosemarie Gjerek, Karen Naumiuk, Carole Clarke, Leslie Nutbean, Sharon Taylor, Genny Funk-Unrau (staff), Ingrid Peters Derry (staff)

Research Committee:

Sharon Taylor (chair), Frank Liebzeit, Claire Meiklejohn, Jo-Anne Palanuk, Genny Funk-Unrau (staff)

Healthy Lifestyles Committee: Karen Naumiuk (chair), Judy Barg, Jennifer Bogoch, Claire Meiklejohn, Debbie Nikkiel, Sheelagh Smith, Genny Funk-Unrau (staff)

Grants Committee: Carole Clarke (chair), Dorota Blumczynska, Bob Gingras, Frank Liebzeit, Derrick Stamm, Ingrid Peters Derry (staff)

Networking/Outreach Committee: Leslie Nutbean (chair), Frank Liebzeit, Deborah Clarke, Ingrid Peters Derry (staff)

Literacy Committee: Judy Baker (chair), Dorota Blumczynska, Elaine Morris, Leslie Nutbean, Ingrid Peters Derry (staff)

Council of Coalition Representative: Genny Funk-Unrau, Ingrid Peters Derry

EDI Representative: Judy Baker

Evaluation Representative: Judy Baker

Staff: Coordinators: Genny Funk-Unrau, Ingrid Peters Derry
Wiggle, Giggle, and Munch: Kelly Speak, Jasbir Chib
Web-Site maintenance: Muhanad Aboud



Communities 4 Families (Downtown Parent-Child Coalition) Annual General Meeting Minutes

June 25, 2008

Present: Karen Baird, Judy Baker, Marlyn Bennett, Celia Caetano-Gomes, Mariette Chartier, Deborah Clark, Carole Clarke, Rosemarie Gjerek, Jackie Hogue, Laurie Howard, Frank Liebzeit, Kathy Mallett, Barbara Martin, Teresa Mayer, Rickie Snell, Sharon Taylor, Karin Wiebe, Marjorie Wood

Staff Present: Genny Funk-Unrau, Ingrid Peters Derry

Chairing this meeting: Judy Baker

Recorder: Ingrid Peters Derry

1. **Welcome and Introductions**

2. **Speaker** – Maryln Bennett, researcher from First Nations Child and Family Caring Society. Copies of the full report and executive summary, *Stress, Coping and the Impact on Parenting in the Downtown Residential Communities of Winnipeg* are available upon request. The study contained no gender specific questions, but most respondents seemed to be mothers, who seem to feel the most stress of parenting. The on-line survey proved to be surprisingly successful. Environmental stressors: gangs, drugs, vandalism, relocation due to violence, poverty in the community, personal safety and safety for their children. Personal factors – inside the family: issues dealing with finances; lack of housing (lack of funds, or safe places to park); education; lack of child care; fear of Child and Family Services; transportation; health. Aboriginal parents who participated in the study stated that one of their concerns has been fear of involvement with Child and Family Services. Stressors identified by new parents: reduced income, quality of relationship with partner, loss of self-identity and independence. Identified is that there is no one place to learn what is available in the community. Stressors identified by newcomers: language is a big issue (can't communicate their needs and the needs of their children); housing conditions; children bullied in school; crime; gangs; vandalism. Impact of stress on parenting: resentment of their children; unrealistic expectations placed on their children; short-tempered; inadequacy; guilt. Stressful times: getting ready for school and work; transition from fall to winter; Christmas and birthdays; back to school; transition from structure to no structure and vice versa. Community needs: central resource list of what is available in the community; affordable respite to do errands and for emergencies; tool lending library; activity centres, with later hours for older youth; outings that are free; more activities in the

winter; access to quality day care; more police involvement in the community. Some of these resources requested/needed are available, but parents are not always aware of them.

It would be good to do more research on cultural factors – how cultural practices help with dealing with stress. Also would be good to look at the difference of stressors for fathers and mothers.

3. **Agenda** – Moved by Karen Baird, seconded by Frank Liezeit, that the agenda for the day be approved. Carried.

4. **Minutes of the June 20, 2007 AGM** – Moved by Rosemarie Gjerek, seconded by Rickie Snell, that the minutes of June 20, 2007 be approved. Carried.

5. **Reports**

- Audited Financial Statements – Moved by Rosemarie Gjerek, seconded by Frank Liezeit, that the Communities 4 Families (Downtown Parent-Child Coalition) financial report for 2007/2008 be accepted. Carried.
- Chairperson's Report – accepted.
- Committee Reports – highlights, as distributed.
 - i. Barbara reported on the Healthy Lifestyles committee and the *award winning* Wiggle, Giggle & Munch program. Development of a CD of the songs for the program is the next project.
 - ii. Grants committee is providing small grants again.
 - iii. Research – thanks to Genny for the amount of work put into the work of this committee
 - iv. Networking/outreach – calendar of Coalition activities and beginning to work on an inventory of resources.
 - v. Literacy – family literacy grants will be available again in the new year. Looking at new program development.

6. **Presentation of Officers** – Judy Baker has agreed to carry on as chair. We are still looking for a vice-chairperson. Rosemarie Gjerek (Klinic) continues on as banker. The Executive Committee is composed of the committee chairs.

7. **Announcements:**

- small grant applications are out, with a due date of **September 12**
- a *resources* form will be coming, please fill out and send to others who might not have received it.

8. **Adjournment**

Laurie Howard moved and Frank Liezeit seconded the adjournment of the meeting.



Report from the Chairperson 2008 - 2009

This has been another productive year for the Communities 4 Families (Downtown Parent Child Coalition). Active involvement of the membership has made for lively discussion at meetings and effective hard working committees. Numerous community organizations working with children and families benefited from small grants again this year.

The Literacy Committee approached the organizations we have supported in the past to further develop their family literacy programming model to make it more accessible to other groups. Three organizations have received larger grants to produce manuals and DVDs which explain their program model. Another exciting aspect of this work will be the opportunity for new programs to be mentored as they implement these program models.

Wiggle, Giggle & Munch, our award winning program, was again delivered throughout the year. There continues to be a great interest in this program both in the province and nationally. Program leader training and funding to support other groups to run the program has been in demand. Recently the work of the Healthy Life Styles Committee was celebrated at the CD launch of the songs for Wiggle, Giggle & Munch. The songs were performed by the John M. King School choir.

The Resources Inventory Project Committee was responsible for surveying agencies in the downtown and collecting information on the services being offered. This work generated a need for us to look at our use of technology and how we could share the information in a way that was current and accessible. An interactive website will be developed in the near future.

The success of these initiatives would not have been possible without the assistance of our two very capable staff members, Ingrid and Genny. I want to extend my whole hearted appreciation for all the work you do with the committees and organizing the meetings and events. I also want to express my gratitude to the executive and the committee chairs for their dedication in fulfilling these dual roles.

Finally I want to thank Healthy Child Manitoba for their continued funding and support of our work. By organizing meetings and conferences for the coalitions we have had the opportunity to network and access current information and research which is invaluable.

Respectfully submitted,

Judy Baker, Chair
Communities 4 Families



Executive Committee Report

2008 – 2009

It has been a busy year for the executive, as we oversaw the work of the various committees, worked with Healthy Child Manitoba on various projects, and continued our efforts to support programs in the downtown area which contribute to the health of families.

Some of the activities we were involved with this year included a calendar of events posted on our web site and two brown bag lunches with speakers addressing topics of interest to the Coalition. A new membership form was developed with a membership package and card. A highlight of this year's activities was our involvement in strategic planning. This was the second year we were able to hire an outside facilitator to lead us through the process in late February. It reinforced the progress we have made with our planned activities and gave us further direction for the upcoming year. After we received the facilitator's report the Executive set aside a day to review the plan and add some of the details in terms of time frame and lead responsibility. This additional information was brought to the Coalition meeting in May for feedback and concurrence from the membership. We are excited about the development of the new interactive web site as a way of sharing current relevant information with the membership and broader community.

I want to thank all the dedicated members of the Executive, who also chair committees, namely Karen Naumiuk, Healthy Lifestyles, Carole Clarke, Grants committee, Leslie Nutbean, Outreach/Networking, Sharon Taylor, Research, and Rosemarie Gjerek who provided the banking at Klinik. We very much appreciate the assistance of the staff, Genny and Ingrid who have complimented and furthered our efforts to serve the coalition and the downtown community.

Respectfully submitted,

Judy Baker, Chair
Executive Committee



Research Committee Report 2008 - 2009

The Research Committee spent the past year reviewing the finding of the research report, *Stress, Coping and the Impact on Parenting in Downtown Communities of Winnipeg* and deciding how best to follow up on the report. Towards the latter part of the year we felt it was important to put our research project into action. The committee then created the concept of a pilot project looking at the systemic barriers that cause parental stress. This concept has since been taking shape and becoming a more concrete plan which will be carried out in the 2009-10 fiscal year.

The Research Committee members are: Sharon Taylor (chair), Frank Liebzeit, Jo-Anne Palanuk and Claire Meiklejohn with the staff support of Genny Funk-Unrau.



Healthy Lifestyles Committee Report 2008 – 2009

The Healthy Lifestyles Committee continued to be a committee in transition. During this year the committee lost 2 more original committee members, Barbara Martin who was chairperson for the committee and Judy Barg. Ricki Snell also resigned from the committee due to changes in employment. We welcomed 3 new members to the committee, Claire Meiklejohn, Debbie Nikiel and Karen Naumiuk.

This year we continued to run the Wiggle, Giggle & Munch (WGM) program at the Magnus Eliason Recreation Centre (MERC) one morning a week. We averaged about 7 families or 19 adults and children during the 36 weeks of programming. This program continues to have a lot of fun and success with the strong leadership of Kelly Speak and Jasbir Chib and the consistent childminding of Susan Ponce and Maria Soriano.

We also offered four Wiggle, Giggle & Munch Program Leader trainings at MERC. We had planned for 3 trainings but due our capping the number of participants to 20 per training and the high levels of registrations we added an extra training in March 2009. In total 83 people were trained in these 4 trainings. Kelly and Genny also offered a Wiggle, Giggle & Munch Workshop at the *Recreation Conference for Community Volunteers* in Brandon in November 2008.

In response to requests at training for the tunes to songs used at Wiggle, Giggle & Munch, a CD of some of the songs was a project that took place throughout this year. Once again Kelly took the leadership, figuring out the 'ins and outs' around copyright and working with the Winnipeg School Division in the making of the CD. The John M. King School Choir recorded the songs and the Technical Vocational High School Recording teacher and students recorded and mixed the CD. A CD Launch will take place in the new fiscal year.

Wiggle, Giggle & Munch Grants were given to Greenway and Wellington Schools this year to support them in running WGM in their schools. Kelly assisted these schools as needed to run WGM. As well she provided support to Dufferin School, which ran a WGM program with grant monies left over from last fiscal year.

Respectfully Submitted by,

Karen Naumiuk
Healthy Lifestyles Committee Chair



Grants Committee Report 2008 – 2009

The Grant program, now in its sixth year, was established to distribute grants of various sizes to organizations and groups in the downtown area. Grants under \$1,000.00 can be applied for by groups and organizations (both formal and informal). The application and reporting process are kept as simple as possible to allow groups and organizations with limited report / application writing skills to still qualify. The four pillars of the coalition are used as criteria in determining eligibility. This fiscal year, the coalition committed \$23,212.75 to the committee, enabling us to support 26 different projects.

The goals of the Grant Program are simple:

- To assist organizations which require funding to carry out activities which support the four pillars
- To provide these grants in a simple application process, with minimal reporting requirements
- To continue the process of advertising the goals and objectives of the Coalition to the community and,
- To continue to develop relationships and partnerships with groups and organizations in the downtown area.

Respectfully submitted,

Carole Clarke, Chair
Grants Committee



Networking/Outreach Committee Report 2008 - 2009

This past year, the Network/Outreach Committee has been involved in several initiatives to better serve the Community 4 Families coalition.

In spring of 2008, coalition members and staff, with the assistance of Barb Gemmel, spent a day developing a three year strategic plan for which several priorities were identified.

The Network/Outreach Committee worked on two areas to support the strategic plan:

- Strategic Priority #1: A clear vision of community needs specific to the four Healthy Child Manitoba pillars; parenting, healthy lifestyles, literacy, capacity building and a Coalition to address the identified gaps.
- Strategic Priority #5: Coalition meetings provide information sharing, networking and professional development opportunities for members.

The simplest to achieve was the development of a coalition calendar that would give information to the members about our meetings and/or training/professional development opportunities. The Network/Outreach Committee organized two brown bag lunches in response to members' requests to change the times of presentations. Both presentations were informative but not well attended.

The biggest undertaking of the Network/Outreach Committee was the R.I.P. project. The Resource Inventory Program (R.I.P.) was developed to assist in the identification of gaps in programming and resources in the Communities 4 Families area. This resource would be part of our C4F website.

A subcommittee was struck to work on this specific project. The committee and staff developed the concept of the R.I.P. project, meeting several times during the summer and into early fall working on the design of the R.I.P. webpage. As the project continued to be refined, it became apparent that our website needed to be upgraded. For years, our website met our needs as a coalition, however, this is not the case now. The redevelopment of a website is now part of the R.I.P. project. Once completed, the goal is to present to the Communities 4 Families members a "bigger and better" user-friendly website, with many resources for families that will bring service providers and the community together. This has been, and continues to be, a journey of learning for the committee members. The tentative launch of the "new" website is scheduled for October 2009.

As Chairperson, I would like to thank; Rosemarie Gjerek, Genny Funk-Unrau, Ingrid Peters Derry, Deborah Clark; Frank Liezeit, Muhanad Aboud, Kelly Speak, Mathieu Manaire and Kelly Leveille for their assistance of this project.

Respectfully Submitted,

Leslie Nutbean, chairperson
Network/Outreach Committee



Literacy Committee Report 2008– 2009

This is the fourth year the Literacy Committee has supported the development and delivery of intergenerational family literacy projects. Out of the Coalition's Strategic Planning session grew a priority that directly affected the Literacy Committee:

- STRATEGIC PRIORITY #2: An exemplary family literacy program has been developed and is being offered in the downtown area (Increased knowledge of 'best practices' in literacy and family literacy to ensure better coordination of literacy needs in the community and to assist with funding decisions)

As a result, the Literacy Committee met to discuss how best to use and promote the rich resources already available in the Downtown. It was decided to approach several of the groups who had done Family Literacy projects last year and ask them to consider developing their programs further and putting together manuals which could be distributed to other agencies in the Downtown. The Committee stated, in its grant application:

Communities 4 Families has recently adopted a strategic plan directing the Literacy Committee to look at promising practices in the area of family literacy. We have funded your family literacy program in the past and are looking at an approach to working with families that involves community development. We would like to have you think about what resources you would need to more fully develop your program model so it can be shared and made accessible to others in the community. We are trying to find approaches for family literacy that we can use to offer to other groups. This might include details on promotion and expansion of your program, how to get the program started, including curriculum, writing it up so others can use the model. A more in-depth evaluation will be expected at the end of the program using forms we will develop. This may include a request for a presentation of your proposal to the literacy committee.

Three projects came forward to accept this challenge. The projects are:

Three Stars and a Wish – Spence Neighbourhood Association
Story Sacks – Creative Retirement
Summer Literacy Project – IRCOM

We are looking forward, with anticipation, to the results of this work and hope to evaluate and complete the manuals for use in the community in the coming year.

An additional project this year was the creation of Literacy bags to promote the work of the Coalition and support Literacy projects in the community. 400 beautiful and popular bags were ordered.

Respectfully submitted,
Judy Baker, Chair
Literacy Committee



Grant Recipients 2008-2009

Small Grant Recipients

Art City Inc.
Boys and Girls Clubs of Winnipeg
Breastfeeding Buddies
Busy Bee Day Care Centre Inc.
Children's House Montessori School
Creative Retirement Manitoba Inc.
Gordon Bell High School
IRCOM Inc.
International Centre
Isaac Brock School
Jacob Penner Park Drop-In Centre
Ka Ni Kanichihk Inc.
Kid Gloves Day Care Inc.
Mulvey School
Pregnancy & Family Support Service Inc.
Resource Assistance for Youth
Sister MacNamara Day Care
The Family Centre
The Urban
Victor Play Centre Inc
West Central Community Program
West Centre Women's Resource Centre
Greenway School
The John Howard Society of Manitoba
Spence Neighbourhood Association - Inside Out Counseling
University of Winnipeg Students Association Day Care

Total Granted: \$23,212.75

Family Literacy Grant Recipients

Creative Retirement – Story Sacks
Immigrant and Refugee Community Organization of Manitoba – Summer Literacy project
Spence Neighbourhood Association – Three Stars and a Wish

Total Granted: \$33,687

Wiggle, Giggle & Munch Grant Recipients

Greenway School
Wellington School

Total Granted: \$4,582.50



STAFF REPORT 2008– 2009

Genny Funk-Unrau and Ingrid Peters Derry were hired by the Downtown Parent-Child Coalition in November, 2003. Since then, their time has been spent in doing much of the administrative work of the Coalition as a whole and for the committees working within the Coalition. Some of their tasks this year have been:

- Working with the Grants committee to help process grant applications
- Helping with the work of the Healthy Lifestyles Committee as they continued to run the *Wiggle, Giggle & Munch* (WGM) program and develop the *Wiggle, Giggle & Munch* CD and deliver trainings. Tasks included:
 - Supervising of the *Wiggle, Giggle & Munch* staff.
 - Providing administrative support to the committee
 - Helping with the promotion and registration of the *Wiggle, Giggle & Munch* facilitators' trainings
 - Monitoring the *Wiggle, Giggle & Munch* finances
 - Promoting and tracking the *Wiggle, Giggle & Munch* handbook
 - Support Kelly in the development of the WGM CD
- Working with the Literacy Committee in providing grants for Family Literacy projects and developing a literacy bag.
- Maintaining the web-site through the work of our student, Muhanad About
- Assisting the Networking/Outreach Committee in working towards a new website with resources for families.
- Worked with the Research Committee to develop an action plan which was a follow up to the research project.
- Representing the coalition at the Council of Coalitions

Respectfully submitted,

Genny Funk-Unrau
Ingrid Peters Derry
Coordinators

- *I would like to thank the coalition for the almost 5 years of working with wonderful people, the opportunity to find/create new challenges and a supportive place to grow.*

It has been very hard envisioning my letting go of my 'projects' and committees. However, I know that life can go on without me as there are many other wise and wonderful people who will continue the work. That said, I am also very happy to be able to sit in a new spot on the coalition and become a 'member' on the coalition.

Genny Funk-Unrau



FINANCIAL REPORT FOR THE PERIOD April 2008 - March 2009

- Klinik CHC provides Banker services for the Coalition
- Booke & Partners Chartered Accountants conducted Klinik's financial audit for 2008/2009. This audit included the DPCC funds. There is a copy of Klinik's audited financial statement available for your perusal.
- The DPCC is funded by Healthy Child MB and received an operating grant of \$153,000 for 2008/09.
- For the 2008/2009 fiscal year, the Coalition had operating funds of \$153,000 plus \$4, 971 of revenue from trainings and \$59, 038 of deferred, allocated revenue from 2007/08 for a total operating budget of \$217, 009.
- Expenses for 2008/2009 were \$159,878 with deferred and allocated revenues of \$57,131 which have been carried over into the current fiscal year.

Summary of Expenses:

Personnel Costs	\$39,930
External Grants	\$65,578
Operating Costs	\$23,012
Program Costs (WGM)	\$31,387

- I would make a motion that the DPCC financial report for 2008/2009 be accepted.
- Thank you

Respectfully Submitted,

Rosemarie Gjerek
On behalf of Klinik Community Health Centre
Banker