



BC Association of Pregnancy Outreach Programs

BCAPOP

Leadership • Support • Advocacy

BC Association of Pregnancy Outreach Programs

2018/19 Annual Report

About the BC Association of Pregnancy Outreach Programs

Mission

Leading, support and advocacy for pregnancy outreach programs throughout British Columbia.

Vision

Pregnancy outreach programs are empowered, resourced and recognized as integral to the health of all women, families and communities.



Board Members

President | Professional Representative

Melanie Osmack

Fit for Two Pre- and Postnatal Fitness, *Vancouver*

Vice President | At-large Representative

Liz Kahle

Best for Babies, *Abbotsford*

Secretary | Northern Representative

Erin Smedley

Carrier Sekani Family Services Prenatal Nutrition Program, *Vanderhoof*

Treasurer | Aboriginal Funded Agency Representative

Adrienne Johnny

Conayt Friendship Society, Merritt Moms & Families, *Merritt*

Fraser Representative

Helen Rex

Westcoast Family Services, *Coquitlam*

Interior Representative

Michelle Querin

Interior Community Services, *Kamloops*

Vancouver Coastal Representative

Meaghan Brister

Burnaby Family Life, *Burnaby*

Vancouver Island Representative

Hanne Bruhwiler

Nuu-chah-nulth Tribal Council, *Tofino*

Vacant | Immediate Past President

Vacant | At-Large Representative (2 of 2)

Vacant | Professional Representative (2 of 2)

Administrative Staff

Executive Director

Heather Cameron, *as of November 1, 2018*

Anne Guarasci, *up to May 31, 2018*

Administrative Coordinator

Barbara Bremner

Contact BCAPOP

Email: popinfo@bcapop.ca

Website: www.bcapop.ca

Members

Fraser

Abbotsford | Best for Babies
Chilliwack | Sto:lo Nation Health Services
Coquitlam/Port Coquitlam/Port Moody/Maple Ridge | Healthy Babies
Hope | Better Beginnings
Langley | Best Babies of the Langleys
Mission | Baby's Best Chance POP
Surrey | Ellendale Cradle Program | Fraser Region Aboriginal Friendship Centre Association | Healthiest Babies Possible

Interior

100 Mile House | Cariboo Family Enrichment Centre
Castlegar | Beautiful Beginnings
Chase | Skwlax Wellness Centre
Cranbrook | Bellies to Babies
Fernie | Bellies to Babies
Grand Forks | Baby's Best Chance
Kamloops | Baby's Head Start
Kelowna | Okanagan Similkameen CAPC
Lillooet | Xwisten Bridge River CPNP
Merritt | Merritt Moms
Nelson | Bellies to Babies
Salmon Arm | Healthiest Babies Possible
Trail | Building Beautiful Babies
Vernon | Pregnancy Outreach Program
Williams Lake | Williams Lake POP

Northern

Bella Coola | Healthy Beginnings
Fort St. John | Baby's Best Chance
Hazelton | Gitksan Health Society CPNP | Starting Smart POP
Kitimat | Kitimat Healthy Babies Program
Prince George | Baby's New Beginnings
Prince Rupert | New Beginnings Pregnancy Outreach Program
Quesnel | Healthy Mothers Healthy Babies POP
Smithers | Northwest CAPC Coalition | Healthy Babies, Healthy Families | Smithers Pregnancy Outreach Program
Terrace | Building Healthier Babies | Kermodé Friendship Centre Society POP
Vanderhoof | Carrier Sekani Family Services Family Preservation / Maternal Child Health

Vancouver Coastal

Burnaby/New Westminster | Burnaby / New West Pre & Postnatal Services
Powell River | BOND Program
Squamish | Healthy Pregnancy Outreach Program
Vancouver/Richmond | Healthiest Babies Possible and Youth Pregnancy and Parenting Program | Sheway

Vancouver Island

Campbell River | Baby's Best Chance
Courtenay | Healthy Families Program
Duncan | Healthiest Babies Possible
Ladysmith | Born Healthy
Nanaimo | Building Better Babies
Port Alberni | Nuu-chah-nulth Tribal Council Child & Youth Services | Port Alberni Early Years Program
Port McNeill | Promising Babies CPNP
Saanich | Best Babies
Salt Spring Island | Family Place
Sidney | Peninsula Babies & Tsawout Babies Circle
Sooke | Prenatal Education and Outreach Services
Victoria | Best Babies Program and Youth Prenatal and Parenting Program | Esquimalt Best Babies | Fernwood Best Babies | HerWay Home | Slaheena Native Friendship Centre

(Combined) President and Executive Director Report

It has been an honour to serve on the BCAPOP board for the last 6 years. I am proud to be part of an organization that facilitates maternal/child physical, mental, emotional and social well-being. Thank you to all our volunteer board members as well as our outgoing administrative coordinator, Barbara Bremmer, for their hard work and dedication. A warm welcome to our new administrative coordinator, Monica Fitzpatrick. Thank you to our membership of frontline POP workers who play an integral role in our communities.

-Melanie Osmack, BCAPOP Board President

From April 1, 2018 to March 31, 2019 the BCAPOP Board of Directors has worked with the Executive Director and Administrative Coordinator and:

- Identified BCAPOP's needs for a new Executive Director after Anne Guarasci, BCAPOP's Executive Director resigned on May 31, 2018
- Welcomed one new Board Member: Meaghan Brister at the 2018 AGM
- Recruited, hired and trained our Executive Director, Heather Cameron RN, on November 1, 2018.
- Identified BCAPOP Member Program needs through a member survey and explored funding options to meet those needs
- Secured funding through the Public Health Agency of Canada to initiate the creation of the BCAPOP Pregnancy Outreach Program Handbook, which was identified as a need in the member survey
- Altered the format of Monthly General Member Meetings to provide updates from stakeholders and community professional speakers in response to the member survey results
- Initiated the process of applying for charitable status for BCAPOP
- Offered and completed the 2018-19 BCAPOP Nutrition Program, funded by the Public Health Agency of Canada and in partnership with Vitamin Angels and Natural Factors
- Planned and delivered our 22nd Annual BCAPOP conference in October of 2018; 118 pregnancy outreach program staff, stakeholders, and other professionals attended to network, learn and disseminate knowledge back to their programs and communities

Looking forward from April 1, 2019 onward:

- Completed a new BCAPOP Strategic Plan in April 2019 that guides the work of the organization
- Created and implemented a budget for 2019-20, while implementing new financial policies and procedures as of April 2019 in order to achieve long-term financial sustainability of BCAPOP
- Secured Provincial funding from PHSA and initiated the BCAPOP Perinatal Substance Use Project in April 2019
- Administrative Coordinator, Barbara Bremmer resigned as of July 30, 2019
- Recruited, hired and trained a new Administrative Coordinator, Monica Fitzpatrick, as of August 1, 2019
- Completed the BCAPOP Pregnancy Outreach Program Handbook and disseminated to all BCAPOP Member Programs and Canadian Prenatal Nutrition Programs free of charge in August of 2019
- Diligently worked to attract new BCAPOP Program and Associate Members Programs to strengthen BCAPOP

Treasurer's Report

April 1, 2018 - March 31, 2019

The following is a summary from the Notice to Reader prepared by Matilda D'Silva, CGA, in Burn's Lake, BC, for BCAPOP.

Total Revenue for 2018-19 was \$115,657

Revenue Sources for 2018-19

MEMBERSHIPS

BCAPOP had a total of 54 members and 2 associate members this year with a total revenue of **\$14,678**.

CONFERENCE

BCAPOP hosted a successful 22nd Annual Conference at the Vancouver Airport Westin Hotel, with the theme "Exploring Mental Health: Well-being for Infants, Parents and Support Workers." The Conference was held Oct 3 - 5, 2018 and featured keynote speaker Dr. Vanessa Lapointe. BCAPOP also hosted a 2-day Breastfeeding Support Training pre-conference session, delivered by Marianne Brophy, an International Board-Certified Lactation Consultant and educator. Conference registrations totaled **\$61,882** (including \$9575 pre-conference revenue).

NUTRITION SUPPORT

Public Health Agency of Canada provided BCAPOP with **\$33,250** to improve access to nutritional supports for participants in off-reserve Canada Prenatal Nutrition Programs (CPNP) and BCAPOP full voting member programs. The USA based organization Vitamin Angels provided 2898 bottles of prenatal vitamins free of charge, once again, allowing for funding to purchase Vitamin D (\$7,697) and additional funding to be allocated to 56 programs. These funds were prorated based on the number of prenatal intakes. A total of \$19,319 was disbursed to programs for the purchase of food vouchers, fresh produce hampers, and/or to support community kitchens/gardens.

BCAPOP HANDBOOK PROJECT

The Public Health Agency of Canada provided a grant of **\$5000** and support to create, edit and disseminate a BCAPOP Pregnancy Outreach Program Handbook in response to requests from pregnancy outreach programs for many years.

Total Expenses for 2018-19 were \$121,510

OPERATIONAL COSTS

Total operational costs for 2018-19 were **\$58,588** including advertising, bookkeeping, accountant, insurance, office supplies, postage, contractor fees, bank fees, teleconferencing, board and contractor travel and handbook project expenses.

CONFERENCE

Costs for the 2018-19 conference were **\$34,032** including audio visual costs, pre-conference costs, food & beverages and speaker fees.

NUTRITION SUPPORT

Total nutrition support was **\$28,890** including vitamin D costs, vitamin shipment costs and program funding.

Net Assets as of March 31, 2019: \$38,225

BC Association of Pregnancy Outreach Programs

Notice to Reader Financial Statements

For the year ended **March 31, 2019**

(with comparative figures for 2018)

(Unaudited – see Notice to Reader)

Matilda D'Silva Ltd.

Chartered Professional Accountant

3115 Taylor Frontage Road
Burns Lake, BC V0J1E2

Phone (250) 885-8229/ Fax (250) -892-7779
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NOTICE TO READER

On the basis of information provided by management, I have compiled the statement of financial position of BC Association of Pregnancy Outreach Programs for the year ended March 31, 2019 and the statement of operations and changes in net assets for the year then ended.

I have not performed an audit or a review engagement in respect of these financial statements and accordingly, I express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

Burns Lake, BC
July 23, 2019



CPA, CGA

Financial Statement

Year Ended March 31, 2019

(with comparative figures for 2018)

(Unaudited – see Notice to Reader)

Statement of Financial Position

	2019		2018	
Assets				
Current assets:				
Cash	\$	41,918	\$	44,301
Deposits		2,923		-
Goods and services tax receivable		-		1,448
Prepaid expenses		451		429
	\$	45,292	\$	46,178
Liabilities and Fund Balances				
Current liabilities:				
Accounts payable	\$	2,422	\$	2,100
Goods and services tax payable		1,645		-
Revenue received in advance		3,000		-
		7,067		2,100
Fund Balances:				
Net Assets - Unrestricted		38,225		44,078
	\$	45,292	\$	46,178

Financial Statement

Year Ended March 31, 2019

(with comparative figures for 2018)

(Unaudited – see notice to reader)

Statement of Operations and Changes in Net Assets

	2019	2018
Revenue:		
First Nations Health Authority (FNHA) Canada Funding	\$ -	\$ 76,000
Public Health Agency of Canada (PHAC) – <i>Vitamin Project</i>	33,250	33,250
Public Health Agency of Canada (PHAC) – <i>Manual Project</i>	5,000	-
Conference – registrations, add-ons, exhibition fee	61,882	41,025
Donations	847	827
Memberships	14,678	15,131
	115,657	166,233
Expenditures		
Advertising	180	-
Audio visual	2,738	2,070
Bank charges	1,181	864
Conference planner & add-ons	400	14,873
Conference food	23,987	31,068
Insurance	1,060	1,052
Internet and website	2,074	1,310
Nutrition payments	19,319	19,205
Office Supplies and postage	713	1,530
Professional fees	2,939	2,213
Speaker fees and Honorariums	6,907	7,231
Subcontractor	28,800	30,826
Telephone	1,373	1,235
Manual project expense	4,665	-
Travel - FNHA	-	34,733
Travel - meetings	15,603	13,524
Vitamin D Expenses	7,697	7,605
Vitamin shipment expenses	1,874	1,656
	121,510	170,965
Excess of expenditure over revenue	(5,853)	(4,732)
Net Assets		
Net assets, beginning of year	44,078	48,810
Net assets, end of year	\$ 38,225	\$ 44,078

Notes to Financial Statements

Year Ended March 31, 2019

The BC Association of Pregnancy Outreach Programs (BCAPOP) was incorporated under the laws of the Province of British Columbia on March 12, 1996. It is a member driven non-profit society, representing over 50 Pregnancy outreach programs throughout the province of British Columbia (BC). Pregnancy outreach programs (POP) provide pregnancy and early parenting support to women and their families who experience health or lifestyle changes during pregnancy, birth and the transition to parenting. BCAPOP membership provides networking and mentorship opportunities with pregnancy outreach programs throughout BC. In addition, the organization hosts a conference in Vancouver every year to support POP staff professional development.

Significant accounting policies:

The recognition, measurement, presentation and disclosures principles in these financial statements may not be in accordance with the requirements of any of the financial reporting frameworks in the CPA handbook – Accounting.