

BUILDING A STRONGER COMMUNITY

Spencer House Seniors Centre



2022

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2023-24 BOARD OF DIRECTORS

Maureen Donovan, Chair

Ward Skinner, Treasurer

Mark DeWolf, Secretary

Glen Amirault, Director

Judy Bonnell, Director

Matt Gallant, Director

Amber MacLean, Director

Adrian Mason, Director

Ellen Pottie, Director

Michael Sherar, Director

SPENCER HOUSE



OUR MISSION

Spencer House's mission is to support the social participation and inclusion of seniors by providing programs and services that help enable older adults to live independently, contribute to their community, and maintain an active and healthy lifestyle. Our services include a weekday drop-in program, a daily low-cost lunch, educational and recreational programming, a computer learning centre, and informal counselling and assistance.

WHO WE SERVE

Spencer House is located on Morris Street, in the historic neighbourhood of Schmitville, in Halifax. The area houses a mixed demographic, with student and rental housing adjacent to businesses, offices, condos, and high-end real estate. Seniors who live in the area have long resided here or have relocated here in search of the housing and amenities that the city offers, including subsidized apartments close to the hospital, grocery stores, and other services. Spencer House is particularly important to many of our senior members as they face low income, even poverty, and have few social outlets.

Our breakfast and noon-time meal is important to our members from both a nutritional point of view and as a significant social connection. The ability to drop in to a welcoming place to spend a few hours means people feel less isolated amid the reality for many older folk who can go days without speaking to another person.

WHAT SETS US APART

Spencer House's primary focus is seniors; an equity-seeking group with specific socioeconomic needs. They are the fabric of our community centre. Everything we do comes from the people we serve so we know the programs and services that we offer are what this community needs. Spencer House is often the main source of information and referral to a variety of supports and services available in the community for seniors. Many of our new members are not aware of these services before coming to Spencer House. We bridge the gap and increase social equity for seniors.

Over the past 40 years, we have fostered deep relationships with our community, and we would not exist without them. Spencer House came to be because the residents of the Schmitville neighbourhood joined together to have it built in the late 1970s. We carry this grassroots, community-based beginning with us to this day, seeking input and feedback from the members of the community. We attentively listen to our communities' challenges, stories, and ideas, and ultimately take what we hear and do our best to turn it into a reality.

FROM OUR EXECUTIVE DIRECTOR

2022 was an exceptional year for Spencer House!

The past year has been a time of growth and wonderful additions for our Centre. With the addition of The Berkeley Breakfast, we are now serving both breakfast and lunch, Monday through Friday, and our drop-in program is open an addition five hours a week.

We also introduced a few new programs to our drop-in centre. With an investment from The Wellness Funds, The Happy Kitchen Club brought folks together to prep a healthy meal to make at home and share stories of cooking and favourite recipes. With help from the New Horizons for Seniors program, this pilot is now an ongoing program we call Connected Kitchens. With support from The Mental Health Foundation of NS, we are offering Wellness Cafés, which are peer support groups for seniors.

We were honoured to be nominated by the Halifax Chamber of Commerce for Non-Profit of the Year! What a thrill to be recognized by the local business community for the hard work and innovative programming happening at Spencer House.

As with every year that passes, we have had to say goodbye to friends who have touched our lives deeply. We have also welcomed new friends to our Centre and into our lives.

We are fortunate to have so many dedicated volunteers who are the heart and soul of our community. We acknowledge the selfless sharing of their time and talent for the mission of Spencer House. The members of the board of directors volunteer their time and wisdom, tirelessly supporting the administration of the centre and holding a collective vision for the future of our program.

Our hard-working staff put a lot of time and thought into the drop-in activities and work hard to reflect the feedback we receive at our monthly members meetings. Erin continues to be busy and highly successful writing grants to support our programs, keep our daily accounting in order, and organize an extremely busy schedule of activities and events every month.

Tess manages our meals, desserts, and the many volunteers in our kitchen. Safe to say no one goes away hungry. Welcome to Emma and Marissa who are with us for the spring/summer. You are already part of the family!

There would be no Spencer House without our members - this is your centre! It is inspiring to watch the way you contribute to the community and care for one another.

Looking Ahead to 2023

2023 marks our Ruby Year - the 40th Anniversary of Spencer House. Following the royal visit of King Charles and Lady Diana Spencer in June 1983, Spencer House was named in honour of Lady Diana. We acknowledge her legacy of charitable work. We will celebrate our anniversary with fun and activities October 2-6th.

Age Friendly Accessible Outdoor Project

This upcoming year is bringing exciting new changes to our building. Mainly, our redesign and rebuild of our outdoor space has begun! With the demolition of the existing deck finished, we expect we will see a new build this summer on the Morris Street side of Spencer House.

Building Capacity at Spencer House

With a recent investment from the Social Services Recovery Fund, we will be taking the next year to look closely at the future of Spencer House and how we might serve a wider number of seniors in our community. We have been seeing a significant increase in needs among the increasing aging population, and fewer community resources to meet the needs. We are excited about the possibilities before us and how Spencer House may further support aging adults in the HRM.

I look forward to 2023 with enthusiasm and optimism.

Allison Davis
Executive Director

FROM OUR BOARD OF DIRECTORS CHAIR

Message to the AGM May 25, 2023

Welcome, Members of Spencer House, fellow Board members, staff and volunteers.

Thank you all for taking the time to attend the AGM. Its our 40th!!! Our Ruby Anniversary.

I would like to start off by thanking the members, in particular, the volunteers and our staff for their contributions to the success of Spencer House. I think we can all agree that we rose to the many challenges Covid threw at us and have come out of this experience with a thriving centre.

I seem to get the privilege these past few years of reporting on many new and exciting projects and of how we are meeting the challenges of seniors in Halifax.

The centre continues to have improvements carried out to our physical space thanks largely to Ward, and Glen for these improvements. Old buildings always seem to need a great deal of TLC and we are tackling, as well, much deferred maintenance.

Mark, our in-house Music Man and Theatre Director, as well as a very active Board member has resumed the ever-popular plays; truly a labor of love for all.

There is a large roster of dedicated volunteers, and of course our hard-working very committed Executive Director, Allison Davis. We have said goodbye to Natalia last spring and Shivani, more recently. Both of these very talented young women were encouraged and coached by Allison and have gone on with our blessings, to other pursuits. Erin Stacknick, Program Coordinator, is a great addition to our centre. Erin joined us in September 2021. She is a Music therapist with a wonderful talent for grant writing. We welcomed Tess to our team in 2022, coordinating the volunteers in the kitchen and overseeing the meal programs.

We are welcoming Amber Maclean to the Board as our last remaining position on the Board for 2023. Amber was the Director of Food Services at The Berkeley, and has just joined Taste of NS as their Manager of Membership Services & Events. She has been instrumental in assisting us with the establishment of the Berkeley Breakfast program. We are looking forward to her valued contribution.

In our efforts to move toward a more sustainable funding model, we have established The Ruby Fund in honour of our 40th anniversary. We have received generous gifts in the past two years and have invested this with National Bank Financial.

Spencer House is going to have a terrific year with our anniversary week in the fall and lots of exciting things planned for you and the community in the year ahead.

Thank you.

Maureen Donovan

Chair, Spencer House Board of Directors

OUR IMPACT



A SAFE & INCLUSIVE SPACE FOR SENIORS

An average of 31 members and friends are attending our drop-in program daily, many who enjoy breakfast, lunch, social activities, and health and wellness programs. There are over 20 different programs and activities for seniors each month.

FOOD SECURITY INITIATIVES

With the addition of our daily breakfast program, The Berkeley Breakfast, we have doubled the number of meals offered last year. Our Community Cupboard offers pantry items to those who are in need of a little extra support. We try to keep items with seniors in mind, including soups with easy-to-open lids, meal replacement drinks, and low sodium crackers and treats.

Thanks to generous donations, we held a bi-weekly produce market at no cost to members. Fresh produce was delivered by The Mobile Food Market and bread and baked goods were donated by 24 Carrots Bakery.



VOLUNTEERISM

In keeping with the grassroots history of Spencer House, volunteers of all ages and experiences are vital to the community at Spencer House. Last year we had more than 50 volunteers working with our Kitchen Crew, operating our Reception & Resource Desk, leading programs and activities, and serving on our board of directors.

COMBATING ISOLATION

Spencer House is more than a meeting place for older adults. It is a community within the community, providing a much-needed network of care and support for many seniors. A special addition to our regular programming comes through a group called Santas for Seniors who “adopt” seniors and ensure that they have a gift to open on xmas morning, an easter basket in spring, and a birthday gift at our monthly birthday bash, where everyone enjoys cake and ice cream to celebrate with their friends.



2022 HIGHLIGHTS

The Berkeley Breakfast

Thanks to the generous support of Diane Campbell of The Berkeley Retirement Living, we now offer breakfast 5 days a week. This is a welcome addition to our meal program and it continues to gain popularity as folks enjoy fresh fruit, whole grains, and healthy proteins. We regularly hear that the healthy breakfast is important from a nutritional standpoint, especially with rising food costs, but the gathering with friends is a wonderful start to the day!



The Berkeley Breakfast

Start your day well nourished
and in good company
at Spencer House!



Happy Kitchen Club

With the support of the Wellness Funds provided by the Community Health Boards, we piloted the Happy Kitchen Club in fall 2022. Friends gathered to prep a common meal and share stories of their favourite recipes and love of cooking. What a fun and energetic program! With an investment from New Horizons for Seniors, this program has evolved into Connected Kitchens, beginning in spring 2023. This program will have both an intergenerational and intercultural component as it joins the kitchens of the South End Community Day Care and the YMCA Centre for Immigrants.

The Buddy Project

Inspired by two of our staff members, both newcomers to Canada, and supported by a partnership with EngageNS, The Buddy Project is about creating a safe space and opportunities for connecting two ever increasing segments of our community, without any barriers that might prevent them from forming true, and hopefully, lasting friendships. Seniors and newcomers are “matched” according to similar interests and become “buddies” with all the tools necessary to engage with each other and their community: accessible transportation, translation services, spending money for activities and refreshments, and perhaps most importantly, encouragement and understanding from Spencer House staff to help support these new and growing friendships.

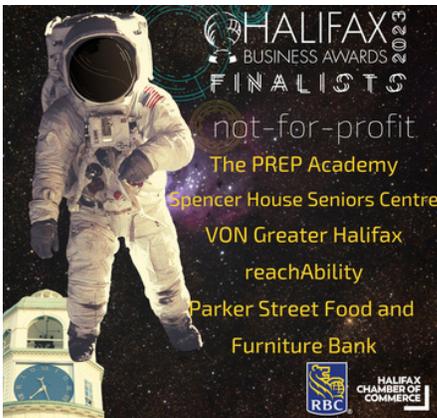


Age Friendly Accessible Outdoor Space

Renovations have begun! Following two years of dreaming and designing with the help of the community, we have finally broken ground and our dreams are becoming reality. The first phase of the project is the renovation of the front of our building on Morris Street. The expected completion date is summer 2023.

You can learn more about the project on our website:

www.spencerhouse.ca/community-engagement



2023 Halifax Business Awards Finalist: Not-For-Profit of the Year

Spencer House was recognized by the Halifax Chamber of Commerce at their 2023 Business Awards in the Not-For-Profit category. There was an acknowledgement of the hard working staff introducing innovative programming for seniors, the dedication of board members, and the enthusiasm and tireless efforts of our volunteers who support the mission of Spencer House.

Two Houses Theatre

Let's talk about great community theatre! Two Houses Theatre Company, under the direction of Mark DeWolf, continues to thrive and bring in new actors for each play. Performances of **Stolen Hours** and **Getting Active** were offered at Spencer House and the Central Library.

The latest in the series, **Going for a Song**, will come to life in fall 2023.



FINANCIAL STATEMENTS

Spencer House Seniors Centre

Halifax, Nova Scotia

Financial Statements

December 31, 2022

Morse Brewster Lake Chartered Professional
Accountants

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INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT

To the Members of the

Spencer House Seniors Centre

We have reviewed the accompanying financial statements of **Spencer House Seniors Centre** that comprise the statement of financial position as at December 31, 2022, and the statements of operation, statement of changes in net asset and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for non profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Practitioner's Responsibility

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

Basis for Qualified Conclusion

In common with many not-for-profit organizations, the Organization derives revenue from fundraising activities, the completeness of which is not susceptible to us obtaining evidence we considered necessary for the purpose of the review. Accordingly, the evidence obtained of these revenues was limited to the amounts recorded in the records of the Organization. Therefore, we were unable to determine whether any adjustments might be necessary to fundraising revenue, excess of revenues over expenses, and cash flows from operations for the years ended December 31, 2022 and December 31, 2021, current assets and net assets as at December 31, 2022 and December 31, 2021.

INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT (CONTINUED)

Qualified Conclusion

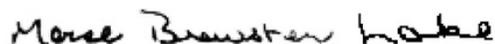
Based on our review, except for the possible effects of the matter described in the Basis for Qualified Conclusion paragraph, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of **Spencer House Seniors Centre** as at December 31, 2022, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for non profit organizations.

May 25, 2023

Other Matters

The financial statements of the prior period were subject to a review engagement by the predecessor practitioner. The predecessor practitioner expressed a Qualified Conclusion related to a scope limitation on the completeness of fundraising revenue. The date of the predecessor practitioner's report was February 7, 2022.

Berwick, Nova Scotia



Chartered Professional Accountants

Spencer House Seniors Centre

Statement of Financial Position

December 31, 2022

	<u>2022</u>	<u>2021</u>
Assets		
Current		
Cash	\$ 177,770	\$ 162,007
Accounts receivable	2,039	1,714
HST receivable	1,452	1,888
Investments (note 3)	6,412	6,394
Prepaid expenses	28	-
Inventory	-	500
	<u>187,701</u>	<u>172,503</u>
Investments (at fair market value, note 3)	251,946	198,020
Property and Equipment (note 4)	<u>-</u>	<u>-</u>
	<u>\$ 439,647</u>	<u>\$ 370,523</u>

Liabilities		
Current		
Payables and accruals	\$ 5,968	\$ 6,982
Deferred revenue (note 5)	<u>83,312</u>	<u>37,816</u>
	89,280	44,798

Net Assets		
	-	
Net Assets Invested in Property and Equipment (page 4)		
Unrestricted Net Assets (page 4)	350,367	325,725
	<u>350,367</u>	<u>325,725</u>
	<u>\$ 439,647</u>	<u>\$ 370,523</u>

On Behalf of the Board



Ward Skinner

Treasurer

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Ellen Pottie

Director

Spencer House Seniors Centre

Statement of Operations

Year Ended December 31, 2022

	<u>2022</u>	<u>2021</u>
Revenue		
Revenue (See note 7)	\$ <u>257,511</u>	\$ <u>364,163</u>
Cost of Goods Sold		
Activities	2,261	2,125
Luncheon	<u>13,290</u>	<u>11,87</u>
	<u>15,551</u>	<u>2</u>
		13,99
Gross Profit	<u>241,960</u>	<u>350,166</u>
Expenditures		
Advertising		
Grant related expenses	578	2,094
Insurance	49,142	-
Interest and bank charges	3,395	3,584
Investment advisor fees	454	254
Miscellaneous	1,865	-
Office expenses	56	226
Property taxes	6,380	7,333
Professional fees	1,481	1,479
Rent	8,708	7,423
Repairs and maintenance	6,773	5,644
Salaries and benefits	17,476	16,344
Telephone and technology	137,701	116,550
Utilities	2,211	1,731
Travel	5,432	5,392
	<u>343</u>	<u>-</u>
	<u>241,995</u>	<u>168,054</u>
Excess of Revenue over Expenditure		
Before Amortization and other items	<u>(35)</u>	<u>182,112</u>
Covid benefits	8,244	11,232
Employment related grants	16,433	20,126
Amortization of property and equipment	-	4,244
Amortization of deferred contributions	-	(4,244)
	<u>24,677</u>	<u>31,358</u>
Excess of Revenue over Expenditures	<u>\$ 24,642</u>	<u>\$ 213,470</u>

Spencer House Seniors Centre
Statement Changes in of Net Assets

Year Ended December 31, 2022

	Net Assets Property and Equip.	Invested inUnrestricted Net Assets	2022 Total Net Assets	2021 Total Net Assets
Balance, beginning of year	\$ -	\$ 325,725	\$ 325,725	\$ 112,255
Amortization of deferred contributions	-	-	-	4,244
Amortization of property & equipment	-	-	-	(4,244)
Excess of Revenue over Expenditures (Expenditures over Revenues) for the year	-	24,642	24,642	213,470
Balance, end of year	<u>\$ -</u>	<u>\$ 350,367</u>	<u>\$ 350,367</u>	<u>\$ 325,725</u>

Spencer House Seniors Centre

Statement of Cash Flow

Year Ended December 31, 2022

	<u>2022</u>	<u>2021</u>
Cash flow from operating activities:		
Excess of revenue over expenditures	24,642	\$ 213,470
Unrealized loss on investments	347	2,995
Non-cash amortization	<u>-</u>	<u>4,244</u>
	24,989	220,709
	\$	
Changes in		
Accounts receivable	111	(2,134)
Inventory	500	-
Prepaid expense	(28)	653
Accounts payable	(1,014)	3,483
Deferred revenue	<u>45,496</u>	<u>13,472</u>
	<u>70,054</u>	<u>236,183</u>
Cash flow from investing activities:		
Purchase of investments	(449,012)	(207,413)
Sale of investments	<u>394,721</u>	<u>6,367</u>
	<u>(54,291)</u>	<u>(201,046)</u>
Cash Increase	15,763	35,137
Cash and Equivalencies, beginning of year	<u>162,007</u>	<u>126,870</u>
Cash and Equivalencies, end of year	<u>\$177,770</u>	<u>\$162,007</u>

Spencer House Seniors Centre

Notes to Financial Statements

December 31, 2022

1. Nature of Operations

The Centre was incorporated under the Societies Act of Nova Scotia on July 2, 1979. The Centre is exempt from income taxes under Section 149 (1)(L) of the Income Tax Act. The Centre provides affordable cooked meals and organized activities to senior citizens within the community.

2. Significant Accounting Policies

Basis of Presentation

These financial statements have been prepared in accordance with Canadian accounting standards for not for profit organizations.

Cash and cash equivalents

Cash includes cash and cash equivalents. Cash and cash equivalents consist primarily of commercial paper and deposits with an original maturity date of three months or less.

Revenue Recognition

The Centre uses the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Restricted investment income is recognized as revenue in the year in which the related expenses are incurred. Unrestricted investment income is recognized as revenue when earned. Endowment contributions are recognized as direct increases in net assets.

Externally restricted contributions for the purchase of property, plant and equipment that will be amortized are recorded as deferred capital contributions and recognized as revenue on the same basis as the amortization expense related to the acquired property, plant and equipment. Externally restricted contributions for the purchase of property, plant and equipment that will not be amortized are recognized as direct increases in net assets to the Investment in Capital Assets balance.

Government assistance for operating expenses received as a result of the Government of Canada COVID response programs is recognized as revenue in the period to which it relates.

Contributed services

Volunteers contribute many hours per year to assist the Centre in carrying out its activities. Due to the difficulty of determining their fair value, contributed services are not recognized in the financial statements.

Inventory

Inventory is valued at the lower of cost, determined using the first-in first-out method and net realizable value.

Spencer House Seniors Centre

Notes to Financial Statements

December 31, 2022

2. Significant Accounting Policies (continued)

Property and Equipment

Property and equipment are recorded at cost and amortized over their useful lives using declining balances as outlined in Note 4. Contributed property and equipment are recorded at fair market value at the date of contribution.

Financial Instruments

In accordance with section 3855 of the CICA handbook, investments available for trade are to be reported at fair market value. Investment held to maturity are to be recorded at cost.

Fair Value of Financial Assets and Financial Liabilities

Financial instruments of the Centre consist mainly of cash, accounts receivable, short-term investments, accounts payable and accrued liabilities. The carrying value of these financial instruments approximate their fair values unless otherwise indicated.

Use of Estimates

The preparation of financial statements in conformity with Canadian accounting standards for non for profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the reported period. Actual results could differ from management's best estimates as additional information becomes available in the future.

Government assistance

Government and other grants related to property, plant and equipment are accounted for as deferred government assistance and amortized on the same basis as the related property, plant and equipment. Operating grants are accounted for as a reduction of operating expenses.

3. Investments (at fair market value)

	<u>2022</u>	<u>2021</u>
GIC - Bank of Nova Scotia GIC 0.425%, due Feb 2023	\$ 6,412	\$ 6,394
National Bank Financial - Fixed income	58,696	
National Bank Financial - Equity	139,643	\$ 198,020
National Bank Financial - Other assets	<u>53,606</u>	<u>-</u>
Total	258,357	204,414
Less current portion	<u>(6,412)</u>	<u>(6,394)</u>
	<u>\$ 251,945</u>	<u>\$ 198,020</u>

The National Bank financial funds were received from the estate of the late Margaret Dingley. There are no restrictions on the funds and the board intends to use the funds to provide additional income for the Centre.

Spencer House Seniors Centre

Notes to Financial Statements

December 31, 2022

4. Property and Equipment

	2022			2021
Rates	Cost	Accumulated Amortization	Net Book Value	Net Book Value
Windsor equipment 20%SL	23,887	23,887	-	-
	23,887	23,887	\$ -	\$ -

5. Deferred Revenue

	2022	2021
Nova Scotia Department of Community Services	\$ 15,102	\$ 15,101
CFCC program grant	-	20,000
Outdoor Project	37,625	-
Community Projects	14,085	-
Other Projects	16,501	2,715
	\$ 83,313	\$ 37,816

Changes in the deferred revenue balances are as follows:

Balance beginning of year	\$ 37,816	\$ 24,345
Add (Deduct):		
Amounts recognized as revenue during the year	(112,701)	(86,929)
Amounts received related during the year	158,198	100,400
Balance end of year	\$ 83,313	\$ 37,816

6. Capital Management

The Centre's objectives in managing capital are to ensure that sufficient financial resources are in place to deliver on the priorities set by the Board of Directors. Management and Directors of the Centre monitor its capital on an ongoing basis.

Spencer House Seniors Centre

Notes to Financial Statements

December 31, 2022

7.Revenue Details

	<u>2022</u>	<u>2021</u>
Donations	\$ 40,234	\$ 218,956
Grant - Community Services	60,399	60,399
Grants - Various	51,641	-
Other Fundraising Events	30,310	25,460
Grant - United Way	25,667	24,999
Lunch Sales	23,592	15,109
Grant - NS Small Business	-	8,020
HRM Grant	-	5,000
Food Hamper	-	4,248
Other Income	512	1,301
Membership Income	1,880	1,020
In House Games	2,189	904
Merchandise	1,117	687
Special meals	-	530
Interest Income	2,463	339
Misc. Activities	-	91
Programs	535	95
Unrealized loss on investments	(347)	(2,995)
Realized gain on investments	13,305	-
Dividends	4,014	-
	<u>\$ 257,511</u>	<u>\$ 364,163</u>

8.Comparative Figures

Certain of the comparative figures have been restated to conform to the financial statement presentation adopted for the current year.