

Lambton Centre
Annual General Meeting
January 20, 2024

Lambton Centre is a camp-based community partner dedicated to enriching lives through outdoor education and recreation.

Message from the Chair of the Lambton Centre Board of Directors

Greeting from Lambton Centre

2023 was another great year at Lambton Centre but it was not without challenges. We saw an expansion of our programming to groups of all ages from our Preschool Playgroup to hosting Seniors Lunches. We saw challenges from Mother Nature in the form of excessive rain, flooding and everyone's least favourite pest the mosquito.

Under the direction of our Executive Director Laura Swan and the summer camp leadership team we saw many of our camps full to capacity. This is a great sight to see after the COVID 19 pandemic. Campers had fun exploring nature and meeting new friends. Our counseling staff developed leadership skills that can be used for many positions in the future.

Our seasonal campground was once again full to capacity with a wait list. Challenges of the rain, and mosquitoes did limit some of our campers time on site. In the future, we will be exploring options for rain water management to try to limit the amount of standing water. Trimming of some of the tree canopy has been completed as a first step.

Laura has brought many great ideas to Lambton Centre this year. She has also been exceptional at writing and securing grants. One of the most exciting grants that has been received is one that includes leadership planning and a site audit. Unfortunately many of the buildings on site are showing their age and we need to consider what buildings Lambton Centre needs in the future to continue to grow and flourish.

Ben and Randy continue to help keep Lambton Centre running smooth and tidy. There is no job too small or too large. Thank you for all you do.

I would like to thank all of those who have supported Lambton Centre over the years. We have volunteer opportunities for those of all ages and skill levels. One group, The Tuesday Troopers are always willing to help Ben with maintenance around the camp. Your expertise and willingness to help is always greatly appreciated. I would also like to thank all of the members of the Lambton Centre Board of Directors: Dylan, Brenda, Sue, Janeen, Jennifer and Keith. Thank you for all your time and dedication you devote to Lambton Centre. Your commitment is extraordinary.

We are looking forward to another great year at Lambton Centre. Summer Camp registration is open and we are currently recruiting our summer staff. The fundraising committee has many great events already planned for the new year. Please watch our social media pages for upcoming fundraising events or social gatherings. We hope that you will continue to support us in the upcoming year.

Looking forward to a great 2024!

Betty Knight

Chairperson, Lambton Centre Board of Directors

519-312-9438 drbettyknight@hotmail.com

Lambton Centre Annual General Meeting Agenda

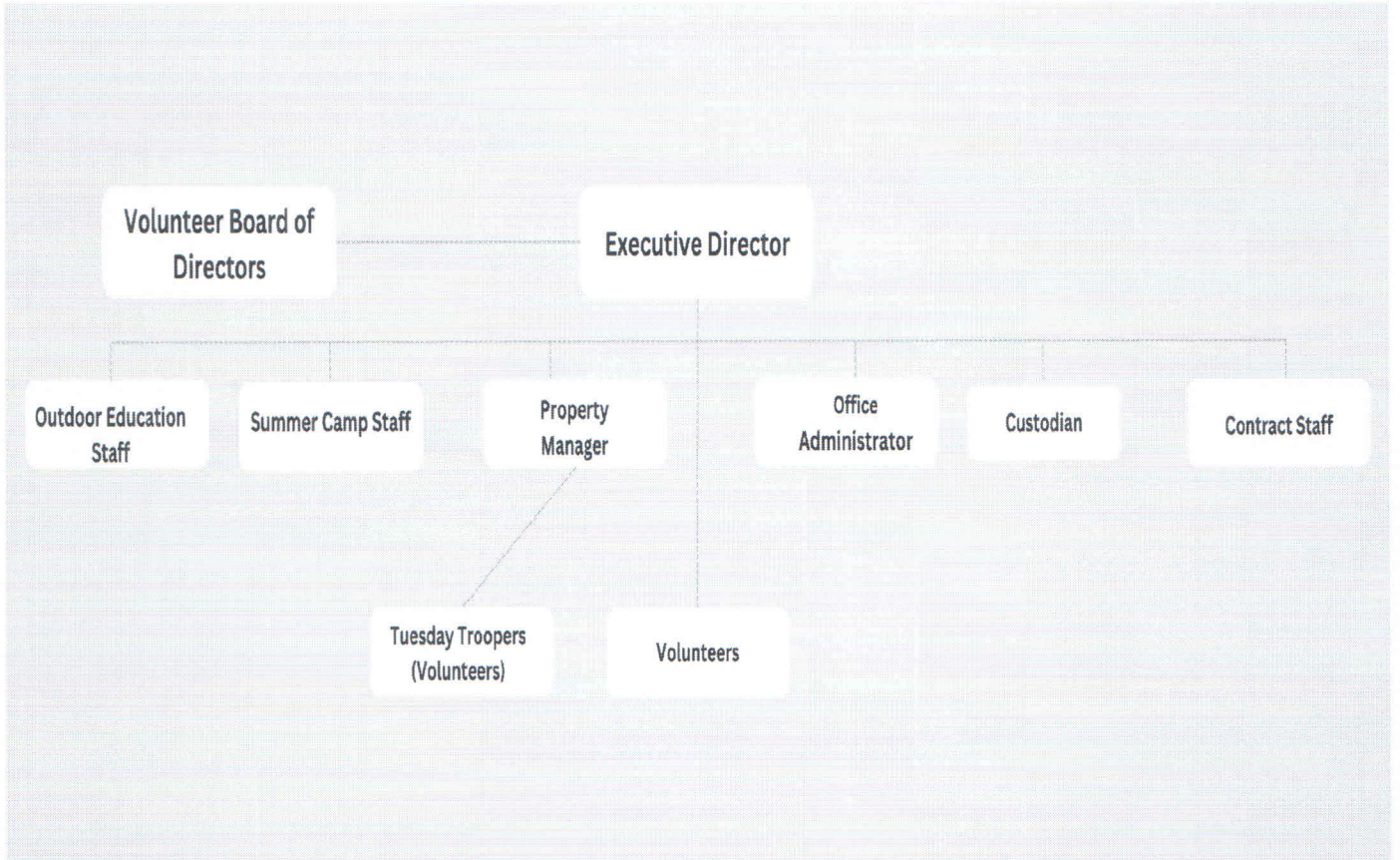
JANUARY 20, 2024

CAMLACHIE UNITED CHURCH

LUNCH AT 12:30, MEETING STARTS AT 1:00

- 1.0 Call to Order and Welcome
- 2.0 Opening Prayer and Land Acknowledgement
- 3.0 Introduction of Guests, Board Members and Lambton Centre Staff
- 4.0 Discussion of how voting on motions will occur during meeting
- 5.0 Count of United Church Members in attendance
- 6.0 Approval of the Agenda
- 7.0 Approval of the Minutes from the Annual General Meeting held February 5, 2023
- 8.0 Business Arising from minutes.
 - 8.1 Fundraising Subcommittee
 - 8.2 COVID Loans – will need to be repaid by December 2023 - \$40,000. Has been repaid.
- 9.0 Bylaws – no recommended changes this year but this year will be working on updating bylaws to ensure are compliant with new Not-for-Profit Corporations Act
- 10.0 Financial Statements
 - 10.1 Financial Statements for 2022-2023 Auditors
 - 10.2 2023-2024 Budget
- 11.0 Appointing Auditors for 2023-2024
- 12.0 Board of Directors
 - 12.1 Current Board Members Review
 - 12.2 Nomination of new members to Board of Directors and approval.
- 13.0 Executive Director Report as printed – any comments or questions.
- 14.0 New Business
 - 14.1 Upcoming Events and Fundraising Events
 - 14.2 Visioning Discussion – Laura – Who do you say I am?
 - 14.3 Any other comments or business to discuss?
- 15.0 Adjournment

ORGANIZATIONAL CHART FOR LAMBTON CENTRE



The Corporation of Lambton Presbytery United Church Centre Annual General Meeting
Minutes
Held at Grace United Church 990 Cathcart Blvd., Sarnia, Ontario at 1:00pm on February 5,
2023, and by Zoom

1.0 Call to Order and Welcome by Betty Knight, Chair of Lambton Centre at 1:15 PM

2.0 Opening Prayer and the Land Acknowledgement of Lambton County was conducted by Laura Swan, Executive Director of Lambton Centre.

3.0 Introduction of Guests, Board Members and Guest:

Board Members:

Betty Knight, Chair of the Board, Dylan Cox, Human Resource for the Board, Brenda Wilkins Finance Director for the Board, attended by zoom, Jennifer Nickles, Member of the Board. Sue Wright Fundraiser Committee for the Board, Janeen Ruston, Member of the Board.

Staff Members: Debby Merritt Office Administrator, Laura Swan Executive Director

Regrets: Keith Temple, member of the Board.
Ben Gates, Property Manager

Michael McDonough, Lambton Centre's Auditor, sent his regrets. Betty will present Michael McDonough's report with the recap sheet that was sent to her by Mr. McDonough.

4.0 Discussion of how voting on motions will occur during the meeting: both in person and on Zoom.

5.0 Count of United Church members.

There were 25 United Church members. There was a sign in sheet, a show of hands and a count over Zoom.

6.0 Approval of Agenda for February 5, 2023

Errors or Additions: There were none

Motion made by: Maxine McDonald
Seconded by: Brenda Roby
Carried

7.0 Approval of Minutes from the February 6, 2022, Annual General Meeting

Motion to accept: Brenda Roby
Seconded: Brenda Wilkins

Motion: Carried

8.0 Business Arising from the minutes:

8.1 The upgrade of Children's Centre has been completed. Rick Boerkamp, the previous Executive Director, oversaw the project. With the renovation it is hoped that more groups will use the facility. There are now handicap accessible bathrooms.

8.2 Fundraising Subcommittee: Sue Wright is Chair of this sub-committee. You do not need to be a Board Member to be part of this committee. We look after organizing the fundraising for Lambton Centre. We are currently also doing Bingo at Jack Pot City and are looking for volunteers to help. If interested in helping, please contact Sue Wright.

8.3 Property Management Subcommittee: Originally started to help identify deficiencies in our property: Repairs, Replacement and New build ideas. Initially started out with primarily the Tuesday Volunteers and Ben. We are currently looking for a chair for this committee. Need to find people who are knowledgeable in property, electrical, septic systems and building codes. Looking for new people. This committee is in need of leadership and additional support.

8.4: Covid Loan: We have received \$60,000 in COVID loans. We will need to pay back \$40,000 by the end of the year to be able to keep the additional \$20,000 with no need to pay back. We are ensuring that we will be able to pay this loan back on time and in full to prevent additional interest costs.

9.0 Bylaws – No recommendations for change for the upcoming year. This year we will need to review our bylaws to ensure that the bylaws are compliant with the new Not-for-Profit Corporation Act.

10.0 Financial Statements

Auditor Commentary on September 30, 2022, Audited Financial Statements. Presented by Betty Knight from comments provided by Mike McDonough, CPA

General: Positive year with good cooperation from Lambton Centre staff and the Board

Pages 1-3 - Independent Auditor's Report

- As in prior years, Qualified audit opinion because the completeness of revenues from donations and fundraising revenues cannot be verified with audit testing.
- Otherwise, the financial statements present fairly in all material respects the financial position of Lambton Centre at September 30, 2022, the results of operations and cash flows
- Use Canadian accounting standards for not-for-profit organizations (ASNPO)
- Management is responsible for fair presentation of the financial statements.

Page 4 - September 30, 2022 Statement of Financial Position (Balance Sheet)

- Cash declined from \$181,699 to \$155,607 - still strong cash position
- Short term investments were increased from \$63,830 to \$75,677
- Net book value of Property and Equipment increased to \$331,423 as result of expenditures including Children's Centre Renovation, canoe shed and tractor
- Accounts payable were high because of invoice related to Children's Centre

- total Fund Balances (retained earnings)= \$222,078 vs. \$265,058 due to (\$42,980) deficit for 2022 fiscal year

Page 5 - Statement of Operations (Income Statement)

- Good year for securing Donations and Grants despite less COVID assistance
- Bingos are a new revenue source
- Operating Fund - pays for day-to-day operations had a deficit of (\$24,312)
- Capital Asset Fund - (\$19,993) deficit results from depreciation of equipment
- Memorial and Endowment Funds - had little activity
- Summer Camp Bursary Fund - \$1,225 donated and \$1,265 of bursaries granted
- Total Expenses \$493,816 vs. \$450,925 in 2021
- increased expenses - amortization, repairs with small increase in wages

Page 6 - Statement of Changes in Fund Balances (Retained Earnings/ Equity)

- Shows changes in Fund Balances resulting from surplus, (deficit) and transfers
- \$1,265 transferred from Summer Camp Bursary Fund to Operating Fund

Page 7 - Statement of Cash Flows

- Explains decrease in total cash from \$181,699 to \$155,607
- \$148,109 expended on property and equipment additions

Pages 8-12 - Notes to the Financial Statements

- Page 8 - purpose of non-profit organization (top of page) and explanation of 5 funds the organization has (bottom of page continuing to page 9)
- Page 9 - Contributed materials and services from volunteers was acknowledged
- Page 10 - Investments and Property and Equipment details
- Page 11 - grants deferred for Capital Asset purchases and Long Term Debt

Betty asked if there were any questions: There were none.

Motion to accept the Financial Report: Adam Kilner

Seconded: Bruce Forbes

Carried

10.1 2022-2023 Budget

The Proposed budget was reviewed and presented by Betty Knight.

Income:

- Donations:** Goal of \$57,000 including all donations, groups, memorial, etc.
- Seasonal Campground:** For the 2023 season Lambton Centre is budgeting to have 70 seasonal campers. The price was increased by \$90.00 and the reserve for hydro was increased by \$10.00 to \$185.00. The rate of regular sites will be \$2,300.00 and \$2,560.00 for premium lots.
- The remainder of the seasonal campground fees were increased by 4.5%
- Group fees-**The projected income has increased with the lifting of COVID Restrictions and the return of Outdoor Education. The new rate will be \$15.00 per person

- e) **Summer Camp** – hopefully again with COVID restrictions and full staffing of counselors will see increase in revenue from summer camp fee. Have increased the cost of summer camp fees
- f) **Support Fees** – these are additional fees for campers that require additional support during the camp week.
- g) **Grants** – Lambton Centre is constantly trying to get more grants; however, funds are becoming harder to secure. Government Covid-19 grants have come to an end. The Region 7 Fees are already confirmed for this year.
- h) **Argo insurance** – this is set aside for possibly a purchase of another vehicle to phragmites control. This money is going to aid in phragmites control.
- i) **Trillium Grant** – to replace windows in the dining hall – already received but not completed.
- j) **High Park Donation** – last year for payment
- k) **Fundraising** – The Board is very diligent and works extremely hard to raise funds, any suggestions are greatly appreciated. The budget was raised to \$16,000.00. There was a question regarding the return of dinners to support Lambton Centre. Will need to fully re-evaluate our volunteer base to ensure we can run these events in the future. A note is this does not include our Bingo Budget as it is a separate prepared budget.
- l) **Total income- projection is \$555,499.00**

Expenses:

- a) **Hydro and Utilities:** Budget has been increased by \$3,033-approximately 6%. Mainly due to increased fuel prices and more use of the facilities.
- b) **PayPal/Worldline fees-** mainly summer camp registration. This year it is offset by a surcharge to recoup some of the cost.
- c) **Capital Expenditures:** Capital expenditures will only be done if they can be offset by grants and donations. A Pavilion on the lower level has been approved as well as the new windows in the dining hall with a Trillium Grant. A new zero turn mower is needed.
- d) **Repairs & Maintenance** – \$33,000.00, water leaks need to be replaced around the office and playground and behind the swimming pool.
- e) **Mobile Home:** The Property Managers was re-shingled.
- f) **Insurance:** currently within the United Church. There was discussion about quotes from other insurance companies. Rick commented in the past we have compared providers and found the current one is most effective.
- g) **Wages-** increased due to minimum wage increase. Budgeted for 10 counsellors and senior staff. Also cook assistant and maintenance assistant. Hoping Canada Student Job grants will help offset this cost.
- h) **Summer camp capital-** only if they can be offset by grants.
- i) **Summer Camp Expenses:** Food costs are increasing as Laura has been looking at securing items for summer camp food.
- j) **Total expenses are \$555,366.46**

Profit: \$132.54

Motion to accept budget as presented: Adam Kilner

Seconded: Louise Hall

Carried

Bingo Budget:

Betty advised the meeting that Lambton Centre has been doing Bingos through Jackpot City starting in April of 2022. This will be another way to raise funds for Lambton Centre. There will be a separate budget for Bingo funds, and it is hoping to raise \$22,000.00.

These are the items that are set aside for our Bingo Budget:

Pavilion: \$12000
Staff Training: \$3900
Technology for Camp Brain: \$3500
Outdoor Ed \$1100
Programming for Seniors \$1000
Guest Presenters for summer camp \$500

11.00 Appointment of Auditor for 2022-2023

Motion to have Mike McDonough continue to be our Auditor

Motion: Brenda Wilkins

Seconded: Brenda Roby

Carried

12.0 Board of Directors

12.1 Current Board Members:

Sue Wright-Fundraising-January 2024-Wyoming United Church
Jennifer Nickles-Member-January 2024-London Road West United Church
Janeen Ruston-Member-January 2024-Grace United Church
Keith Temple Member-January 2025-Community Member

Motion made to accept the current board members as presented. .

Motion: Nathan Knight

Secunder Brenda Roby

Carried

The following Board members have come to the end of their term but presented applications to continue on the Lambton Centre Board of Directors.

Betty Knight- LRW United Church
Submitted application for another 3-year term

Nominated: Susan Wilkins, LRW

Seconded: Barb Postil, LRW

Carried

Dylan Cox – St. Paul’s United Church, Petrolia
Submitted application for another 3-year term
Nominated: Carla Theoret – Forest United Church
Seconded: Penny Cox – St. Paul’s United Church
Carried

Brenda Wilkins- Community Member/Seasonal Camper
Submitted application for another 3-year term
Nominated: Holly and Doug Scott, Forest United Church
Seconded: Elsie Moore, Forest United Church

12.2 Nomination of New Members

No nominations were received for new board members

13.0 Summer Camp Report as printed – Amelia Timperly Camp Director

14.0 Executive Director Report as printed – Rick Boerkamp, retired ED
Reviewed highlights of the year. He felt it was a good year. He thought the summer camp morale was good this year. His thought Women’s Day Out was a highlight.

Betty thanked Rick for his service to Lambton Centre and wished him the best in the future

15.0 New Business

15.1 Question regarding Teenagers and Camp

Laura discussed the Junior High Camp and the Development of Teen nights in the summer for teens to come out, have camp fun, hangout with friends and enjoy camp. Just an evening program. Laura also discussed the Grade 9 leadership program

15.2 Upcoming Events and Fundraising

Laura handed out cards with a list of upcoming events and activities.

We are always looking for more volunteers to come out to help with projects on Tuesdays. All skill levels welcome and we will offer you a wonderful lunch.

Laura mentioned that camp registration is open and going well through Camp Brain program.

We are pleased to be able to offer the Women’s Day Out in May and we are going to start a Senior’s Lunch Series – Spring and Fall– all are welcome. Free of charge.

We are offering Preschool Programming with a drop in program on Wednesday mornings.

This year Lambton Centre’s goal is to be in more relational with the larger community. Our goal is to increase our interaction with the community, be invitational, and invite people to come to know or become re-acquainted with Lambton Centre.

Trivia Night is happening May 8th at The Forest Legion. \$20 to enter and prizes and silent auction.

We are going to host a Charity Take Over in June at Refined Fool in Sarnia. More details to come as we get closer.

Trillium Festival – May 12. Walks through trails, kid’s activities, guest speakers, craft classes. Vendor Market. \$10 entry fee

15.3 **Laura then lead a visioning session:**

Asked people to think about what they want Lambton Centre to be in the future or to be remembered for?
What is our vision?

We worked in small groups to brainstorm ideas/answers to that question.

Once we had the opportunity to work as a group, Laura asked us to share some of our ideas:
More partnerships with indigenous communities, outdoors clubs, more partnership,
“Still there and unspoiled”
a place for children to enjoy nature and visit each other,
multigenerational place,
build new buildings,
wilderness buildings,
place with more sustainable and environmentally friendly facilities,
gender neutral planning.

The rest of the ideas were collected by Laura and will be compiled and made available.

Laura hopes that in the future we can bring worship back to Lambton Centre.

15.4 **Additional comments or questions?**

None

16.0 **Adjournment** at 3:17 pm

Motion to Adjourn: Adam Kilner

Proposed Budget for 2023-2024

| INCOME | | 2022-23 Budget | 2022-23 Actuals | Proposed Budget | Notes |
|--------|-------------------------------|----------------|-----------------|-----------------|--|
| 1.1 | Donations | | | | |
| 1.1.1 | Board & Volunteer Travel | | | | |
| 1.1.2 | Group Donations | | | | |
| 1.1.3 | Memorial Donations | | | | |
| 1.1.4 | Personal Donations | | | | |
| 1.1.5 | Donations - Equipment & Scrap | | | | |
| | Total Donations | \$57,000.00 | \$101,037.36 | \$60,000.00 | Money received from Ravenswood United Church and St. Paul's Church in 2023. Expect donation from Connie Ellis Estate in 2024 |
| 1.2 | Trailer Court | | | | |
| 1.2.1 | Seasonal Fees | \$148,050.00 | \$151,684.16 | \$148,050.00 | |
| 1.2.2 | Overnight Camping | \$9,000.00 | \$3,478.00 | \$7,000.00 | |
| 1.2.3 | Seasonal Reserve | \$12,950.00 | \$12,765.00 | \$12,950.00 | |
| 1.2.4 | Extra Hydro | \$1,155.00 | \$845.00 | \$945.00 | |
| 1.2.5 | Grass Cutting | \$3,500.00 | \$4,541.00 | \$4,000.00 | |
| 1.2.6 | Pumpout | \$500.00 | \$84.00 | \$250.00 | |
| 1.2.7 | Gate Fees/Cards | \$1,200.00 | \$777.60 | \$850.00 | |
| 1.2.8 | Washer/Dryer | \$750.00 | -\$1,218.75 | \$900.00 | New washer was purchased in 2023 |
| 1.2.9 | Storage Fees | \$250.00 | | \$750.00 | |
| 1.2.10 | Gates Hall Rental | | \$312.00 | \$375.00 | |
| 1.2.11 | Labour Charges | \$300.00 | \$698.98 | \$1,000.00 | |
| | Total Trailer Court | \$177,655.00 | \$179,966.99 | \$177,070.00 | |
| 1.3 | Group Fees | | | | |
| 1.3.2 | Security Deposit | | | \$0.00 | |
| 1.3.1 | Main Fees | \$34,000.00 | \$43,189.36 | \$40,000.00 | |
| 1.3.3 | Farmhouse Fees | \$22,000.00 | \$31,769.10 | \$25,000.00 | |
| 1.3.4 | Children's Centre Fees | \$3,000.00 | \$6,040.00 | \$6,000.00 | |
| 1.3.5 | Outdoor Education Fees | \$22,500.00 | \$21,075.54 | \$20,000.00 | |
| 1.3.6 | Guides / Sparks / Scouts Fees | \$3,000.00 | \$2,296.64 | \$3,000.00 | |
| 1.3.7 | Pavillion Fees | \$150.00 | | \$200.00 | |
| 1.3.8 | Wilderness/Tenting Fees | \$700.00 | | \$0.00 | |

| | | | | | | |
|--------|---------------------------------------|--------------------|---------------------|---------------------|--|---|
| 1.3.10 | Group Programming Fees | \$7,000.00 | \$5,920.00 | \$7,000.00 | | |
| 1.3.11 | Catering Fees | \$5,000.00 | \$3,722.00 | \$4,000.00 | | |
| | Total Group Fees | \$97,350.00 | \$114,012.64 | \$105,200.00 | | |
| | | 2022-23 Budget | 2022-23 Actuals | Proposed Budget | | Notes |
| 1.4 | Summer Camps | | | | | |
| 1.4.1 | Summer Camp Fees | \$91,960.00 | \$113,503.30 | \$110,000.00 | | |
| 1.4.2 | Bursary Fund Income | \$1,000.00 | | | | |
| 1.4.3 | 1 on 1 Support | \$1,500.00 | | | | |
| 1.4.4 | Bussing | | | | | |
| | Total Summer Camps | \$94,460.00 | \$113,503.30 | \$110,000.00 | | |
| | | 2022-23 Budget | 2022-23 Actuals | Proposed Budget | | Notes |
| 1.5 | Grants | | | | | |
| | Additional Grants | \$16,800.00 | | \$10,000.00 | | |
| | United Church of Canada Capital Grant | \$8,000.00 | \$4,000.00 | \$4,000.00 | | |
| | United Church Seeds of Hope Grant | | \$1,000.00 | \$5,000.00 | | |
| | Canada Summer Jobs | \$25,000.00 | \$45,108.00 | \$34,451.00 | | \$54,559 received last year but \$9451 of that came in Oct 2023 (\$25,000 budgeted for 2024 Summer) |
| | Lambton College Employment Support | | \$530.40 | | | |
| | Lambton County Creative Grant | | \$4,125.00 | \$8,250.00 | | |
| | Lambton Shores Vibrancy Grant | | \$9,900.00 | | | |
| | Lambton Shores Resiliency Grant | | \$2,000.00 | | | |
| | Trillium Foundation | \$26,200.00 | \$154,421.00 | | | |
| | Antler River Watershed | \$12,150.00 | \$12,150.00 | \$28,250.00 | | |
| | Nova Chemicals for Outdoor Ed | | \$16,640.00 | | | |
| | Total Grants | \$88,150.00 | \$249,874.40 | \$89,951.00 | | |
| | | 2022-23 Budget | 2022-23 Actuals | Proposed Budget | | Notes |
| 1.6 | Fundraising | | | | | |
| 1.6.1 | New Fundraisers | | | \$3,000.00 | | |
| 1.6.4 | Cross Country | | \$334.74 | \$266.36 | | CC Already Happened, brought in \$266.36 |
| 1.6.5 | Trivia Night | | \$2,149.92 | \$5,000.00 | | Made \$2104.00 so far |
| 1.6.6 | Fall Night Out | | \$2,823.30 | | | |
| 1.6.7 | Sarnia Sting Chuck-A-Puck | | \$1,557.00 | \$2,000.00 | | |
| 1.6.9 | Christmas at the Centre | | \$735.00 | \$792.46 | | Has already happened |
| 1.6.13 | Giresi Pizza | | \$490.68 | \$1,000.00 | | Made \$420 so far |
| 1.6.14 | Womans Day Out | | \$1,073.76 | \$750.00 | | |
| 1.6.16 | Trillium Festival | | | \$1,500.00 | | |

| | | 2022-23 Budget | 2022-23 Actuals | Proposed Budget | Notes |
|------------|--------------------------------------|---------------------|---------------------|---------------------|--|
| 2.1 | Bank Operating Expenses | | | | |
| | 2.1.1 Bank Service Charges | \$1,450.00 | \$660.96 | \$1,000.00 | |
| | 2.1.2 Credit Card Service Charges | \$3,200.00 | \$2,826.72 | \$2,800.00 | |
| | 2.1.3 PayPal Service Charges | \$2,000.00 | | \$50.00 | Still May Get some PayPal fees from Donations |
| | Total Bank Operating Expenses | \$6,650.00 | \$3,487.68 | \$3,850.00 | |
| | | 2022-23 Budget | 2022-23 Actuals | Proposed Budget | Notes |
| 2.2 | Building & Grounds | | | | |
| | 2.2.1 Capital | \$36,000.00 | | \$31,400.00 | \$21000 for Side by Side, \$1500 forks, \$18500 for Pavillion (12000 cover from last year bingo, income of 9900 from last year vibrancy, 8500 from High Park and additional, 10500 from this year bingo) |
| | 2.2.2 Manse Upkeep | \$500.00 | | \$5,000.00 | Basement Flooring |
| | 2.2.3 Janitorial Supplies | \$2,000.00 | \$5,778.54 | \$5,000.00 | |
| | 2.2.4 Mobile Home Expense | \$500.00 | | \$1,000.00 | |
| | 2.2.5 Repairs and Maintenance | \$59,200.00 | \$143,553.57 | \$50,000.00 | 2023 manse upgrade, porch on farm house, waterline repairs, large number of repairs and maintenance |
| | 2.2.7 Vehicle Gas/Diesel | \$4,500.00 | \$5,584.08 | \$4,500.00 | |
| | 2.2.8 Waste Removal | \$2,600.00 | \$2,909.26 | \$3,000.00 | |
| | 2.2.9 Tractor | \$3,974.04 | \$3,974.04 | \$3,977.64 | |
| | 2.2.10 Phragmites Control | | | \$5,000.00 | |
| | Total Building & Grounds | \$109,274.04 | \$161,799.49 | \$108,877.64 | |
| | | 2022-23 Budget | 2022-23 Actuals | Proposed Budget | Notes |
| 2.3 | General Office | | | | |
| | 2.3.1 Service Contracts | \$5,000.00 | \$6,415.80 | \$5,000.00 | |
| | 2.3.2 Postage & Delivery | \$650.00 | \$418.81 | \$750.00 | |
| | 2.3.3 Food Costs | \$1,200.00 | \$586.04 | \$1,000.00 | Seasonal BBQs |
| | 2.3.4 Office Supplies | \$1,000.00 | \$823.55 | \$1,000.00 | |
| | 2.3.5 Gifts | | | \$1,000.00 | |
| | Total General Office | \$7,850.00 | \$8,244.20 | \$8,750.00 | |
| | | 2022-23 Budget | 2022-23 Actuals | Proposed Budget | Notes |
| 2.4 | Insurance | | | | |
| | 2.4.1 Property Insurance | \$23,000.00 | \$25,191.08 | \$28,612.56 | |
| | 2.4.3 Director Insurance | | | \$2,000.00 | |
| | Total Insurance | \$23,000.00 | \$25,191.08 | \$30,612.56 | |
| | | 2022-23 Budget | 2022-23 Actuals | Proposed Budget | Notes |
| 2.5 | Publicity | | | | |

| | | | | | | |
|-------------------------|--|----------------|-----------------|-----------------|---|--|
| 2.5.1 | Advertising | \$500.00 | \$1,005.97 | \$2,000.00 | | |
| 2.5.2 | Public Relations | \$2,800.00 | \$1,709.45 | \$3,000.00 | | |
| Total Publicity | | \$3,300.00 | \$2,715.42 | \$5,000.00 | | |
| | | 2022-23 Budget | 2022-23 Actuals | Proposed Budget | Notes | |
| 2.6 | Personnel Wages | | | | | |
| 2.6.1 | Main Wages | \$152,000.00 | | \$151,090.00 | Executive Director, Executive Assistant, Property Manager, Custodian, Bookkeeper, Matures Classroom | |
| 2.6.2 | Summer Wages | | | | | |
| 2.6.2.1 | Summer Camp Director | | | \$12,600.00 | \$20/hr for 35hrs for 18 weeks | |
| 2.6.2.2 | Program Coordinator | | | \$11,340.00 | \$18/hr for 35hrs for 16 weeks | |
| 2.6.2.3 | Christian ED / LEAD Coordinator | | | \$11,340.00 | \$18/hr for 35hrs for 16 weeks | |
| 2.6.2.4 | Health Care / Inclusions Co-ordinating | | | \$11,340.00 | \$18/hr for 35hrs for 16 weeks | |
| 2.6.2.5 | Spring Staff | | | \$7,944.00 | 2 Staff at \$16.55/hr for 30hrs for 8 weeks (480 hrs) | |
| 2.6.2.6 | Lifeguard | | | \$5,600.00 | \$20/hr for 35hrs for 8 weeks | |
| 2.6.2.7 | Head Counsellors | | | \$4,760.00 | \$17/hr for 35hrs for 8 weeks | |
| 2.6.2.8 | Camp Counsellors | | | \$55,608.00 | 12 Staff at \$16.55/hr for 35hrs for 8 weeks | |
| 2.6.2.9 | Storyteller & Historian | | | \$4,634.00 | \$16.55/hr for 35hrs for 8 weeks | |
| 2.6.2.10 | Summer Arts Director | | | \$4,760.00 | \$17/hr for 35hrs for 8 weeks | |
| 2.6.2.11 | Property Maintenance Assistant | | | \$9,520.00 | \$17/hr for 35hrs for 16 weeks | |
| 2.6.2.12 | Head Kitchen Cook | | | \$7,000.00 | \$20/hr for 35hrs for 10 weeks | |
| 2.6.2.13 | Assistant Kitchen Cook | | | \$3,744.00 | \$15.60/hr for 30hrs for 8 weeks | |
| 2.6.2.14 | Community Living Assitant | | | \$1,000.00 | | |
| Total Summer Wages | | \$102,904.40 | | \$151,190.00 | | |
| Total Personnel Wages | | \$254,904.40 | \$309,549.91 | \$302,280.00 | | |
| | | 2022-23 Budget | 2022-23 Actuals | Proposed Budget | Notes | |
| 2.7 | Employee Benefits | | | | | |
| 2.7.1 | Benefits | \$100.00 | | \$250.00 | Ben's Book/Clothing Allowance | |
| 2.7.2 | EI | \$5,900.00 | \$4,987.55 | \$6,586.68 | Calculated at 2.179% | |
| 2.7.3 | CPP | \$11,000.00 | \$10,343.89 | \$15,458.60 | Calculated at 5.114% | |
| 2.7.5 | Workers Compensation | \$3,000.00 | \$1,575.87 | \$3,929.64 | Calculated at 1.3% | |
| 2.7.5 | Vacation Pay | \$3,919.40 | \$6,202.96 | \$6,047.60 | Calculated at 4% | |
| 2.7.6 | Bonuses | \$6,410.00 | | | | |
| Total Employee Benefits | | \$30,329.40 | \$23,110.27 | \$32,272.52 | | |
| | | 2022-23 Budget | 2022-23 Actuals | Proposed Budget | Notes | |
| 2.8 | Summer Camp Expenses | | | | | |
| 2.8.1 | Summer Camp Capital | | | | | |

| | | | | | | |
|---|-----------------------------|-----------------------|------------------------|------------------------|---------------------|---|
| 2.8.2 | Summer Training | | | \$3,345.65 | \$3,500.00 | |
| 2.8.3 | Summer Camp Food | \$8,000.00 | | \$10,857.55 | \$11,000.00 | |
| 2.8.4 | Program Expenses | \$2,000.00 | | \$5,308.07 | \$5,000.00 | Covered by Bingo Budget (1600) 5000 for boat building |
| 2.8.5 | T-Shirts for Campers | \$2,750.00 | | \$3,872.00 | \$4,000.00 | Shirts for 320 Kids at \$12.50 each |
| 2.8.6 | Kitchen Supplies | \$500.00 | | \$20.25 | \$500.00 | |
| Total Summer Camp Expenses | | \$13,250.00 | | \$23,403.52 | \$24,000.00 | |
| | | 2022-23 Budget | 2022-23 Actuals | Proposed Budget | | Notes |
| 2.9 | Utilities | | | | | |
| 2.9.1 | Hydro - Main | \$14,000.00 | | \$13,823.36 | \$15,000.00 | |
| 2.9.2 | Hydro - Trailer Court | \$22,000.00 | | \$15,194.29 | \$20,000.00 | |
| 2.9.3 | Hydro - C.C. and Overnight | \$900.00 | | \$868.29 | \$1,000.00 | |
| 2.9.4 | Hydro - Manse | \$1,500.00 | | \$685.55 | \$1,800.00 | |
| 2.9.5 | Kitchen Propane | \$1,500.00 | | \$1,965.84 | \$1,750.00 | |
| 2.9.6 | Mobile Propane | \$3,000.00 | | \$1,942.19 | \$2,500.00 | |
| 2.9.7 | Farm House/Main Oil | \$6,200.00 | | \$4,816.68 | \$5,500.00 | |
| 2.9.8 | Water | \$1,500.00 | | \$733.56 | \$1,500.00 | |
| 2.9.9 | Hydro Upgrades | | | \$2,834.28 | \$3,000.00 | |
| Total Utilities | | \$50,600.00 | | \$42,864.04 | \$52,050.00 | |
| | | 2022-23 Budget | 2022-23 Actuals | Proposed Budget | | Notes |
| 2.10 | Other Expenses | | | | | |
| 2.10.1 | Audit and Professional Fees | \$7,500.00 | | \$18,784.78 | \$12,000.00 | |
| 2.10.2 | Volunteer & Board Travel | \$8,347.02 | | \$8,347.02 | \$12,000.00 | |
| 2.10.4 | Memberships | \$231.00 | | \$230.81 | \$250.00 | |
| 2.10.5 | Pool Operating Expenses | \$2,800.00 | | \$1,414.44 | \$2,800.00 | |
| 2.10.6 | Taxes - Property | \$27,000.00 | | \$26,935.20 | \$27,000.00 | |
| 2.10.7 | Telephone and Wi-Fi | \$3,500.00 | | \$3,011.45 | \$3,500.00 | |
| 2.10.8 | Volunteer Dinner | | | | \$500.00 | |
| 2.2.6 | Employee Mileage | | | \$195.04 | \$500.00 | |
| Leadership Training/Planning - Trillium Grant | | | | | \$70,610.58 | |
| Total Other Expenses | | \$49,378.02 | | \$58,918.74 | \$129,160.58 | |
| | | 2022-23 Budget | 2022-23 Actuals | Proposed Budget | | Notes |
| 2.11 | Programs | | | | | |
| 2.11.1 | Nature's Classroom | | | | \$2,000.00 | |
| 2.11.2 | Preschool Playdate | | | | \$2,000.00 | |
| 2.11.3 | Seniors Lunch Series | | | | | To be covered by Bingo Budget - Senior Programming |
| Total Other Expenses | | \$0.00 | | \$0.00 | \$4,000.00 | |

| | | 2022-23 Budget | 2022-23 Actuals | Proposed Budget | Notes |
|------|---------------------------------|----------------|-----------------|-----------------|---|
| 2.12 | Bingo Budget | | | | |
| | Sports Equipment | | | \$2,021.53 | \$2021.53 Left From Previous Years |
| | Outdoor Ed Programming | \$1,000.00 | | \$2,000.00 | \$2000 Left From Previous Years |
| | Programming for Seniors | \$1,100.00 | | \$2,200.00 | \$2200 Left From Previous Years |
| | Green Energy Projects | | | \$1,600.00 | \$1600 Left From Previous Years |
| | Chapel Upgrade | | | \$2,452.36 | \$2452.36 Left From Previous Years |
| | Cultural Awareness | | | \$2,500.00 | \$2500 Left From Previous Years |
| | Stem Activities | | | \$1,000.00 | \$1000 Left From Previous Years |
| | Guest Presenters at Summer Camp | \$500.00 | | \$1,200.00 | \$1200 Left From Previous Years |
| | Staff Training | \$3,900.00 | | \$1,983.22 | \$1983.22 Left From Previous Years |
| | Outdoor Pavillion | \$12,000.00 | | \$12,000.00 | \$12000 Left From Previous Years |
| | Technology | \$3,500.00 | | -\$1,545.00 | Overbudget in 2023 |
| | 2024 Technology | | | \$5,000.00 | |
| | 2024 Pavillion | | | \$10,500.00 | |
| | 2024 Outdoor Ed | | | \$1,000.00 | |
| | 2024 Staff Training | | | \$3,900.00 | |
| | 2024 Summer Camp Programming | | | \$1,600.00 | |
| | Total Bingo Budget Expenses | \$22,000.00 | \$0.00 | \$49,412.11 | \$21,600 from this year and \$17,965.52 brought from previous years |
| | | 2022-23 Budget | 2022-23 Actuals | Proposed Budget | Notes |
| | Total Expense | \$570,535.86 | \$659,284.35 | \$750,265.41 | |
| | | | | \$481.16 | |

Budget for Programming Activities–Bingo Account
April 2024- April 2025

Outdoor Pavilion \$10 500

The outdoor pavilion will allow programs to be held outdoors in a sun-safe, Covid-safe environment. The pavilion will be used by school groups, community groups, and summer camps.

Staff Training & Staff Development \$ 3 900

This will include specialized training and learning for staff to ensure safe, relevant and innovative programming is provided on site. This may include low ropes courses, canoeing, diversity and inclusion training, first aid, conflict resolution, board governance, etc.

Technology \$ 5 000

This will include technology upgrades, including the Camp Brain platform, which will allow easier and more efficient access to programming by parents and program participants.

Outdoor Education Programming \$ 1 000

This will include updating resources, developing and acquiring educational materials for the outdoor education programs that are offered to schools and community groups.

Summer Camp Programming \$ 1 600

This will include to help cover the costs of program supplies which could include reference material, program supplies, craft supplies and other items needed to be used for summer camp programs.

Total Proposed Budget \$22 000

12.1 Current Board Members:

Betty Knight: Chair of the Board – January 2026-London Road United Church
Dylan Cox: H.R.- January 2026- St. Paul's United Church, Petrolia
Brenda Wilkins -Member January 2026 Community Member

Current Board Members who will not be renewing their terms:
Sue Wright-Wyoming United Church
Keith Temple-Community Member

12.2 The following Board members have come to the end of their term but presented applications to continue on the Lambton Centre Board of Directors.

Jennifer Nickles - LRW United Church
Submitted application for another 1-year term

Janeen Ruston – Grace United Church
Submitted application for another 2-year term

Other applications for Board members will be received prior to the meeting and will be presented during the Annual Meeting. Board Member Application must be received prior to the meeting to be considered.

13.0 Executive Director Report as printed - Laura

14.0 New Business

14.1 Upcoming Events

14.1.1 February 15: Senior's Luncheon at Lambton Centre

14.1.2 February 19: Chuck a Puck with The Sarnia Sting. Purchase reduced price tickets for the game or if you can buy pucks to throw at targets on the ice to win great prizes. You do not need to attend the game to purchase pucks. Handouts are available if interested in more details

14.1.3 Early May – Trillium Festival. Watch social media for more information

14.1.4 May or June – return of the very popular Trivia Night at the Forest Legion. Date to be confirmed.

14.1.5 Other events to highlight?

14.2 Visioning Session with Laura – Who do you say I am?

14.3 Other questions or comments?

THANK YOU FOR JOINING US TODAY AND FOR YOUR CONTINUED SUPPORT OF LAMBTON CENTRE



LAMBTON CENTRE

WHERE MORE THAN TREES TAKE ROOT

Executive Director's Impact Report 2023

Isn't it incredible how much can happen in a year? 2023 was my first year at Lambton Centre. It was action-packed, full of growth and, equally, full of growth pangs that come with change. This year, amongst the action and growth we are finding so much joy in embracing the community of Sarnia-Lambton.

As Executive Director, I have found so much richness in learning the stories and history behind Lambton Centre, building on my own camp memories from this place. One of my favourite things to do is to sit at the lunch table with our Tuesday volunteers and just listen to the stories they share of people, place and relationship. It is a privilege to hear these memories and know the people connected to them.

Last year at our AGM, I asked the question "What is our generational vision for Lambton Centre?", the answers to which have been included at the end of this report. This year, we started working towards some of that vision with energy and excitement. Our impact on Sarnia-Lambton is growing. With every program, build, addition or upgrade our purpose is to make everyone who engages feel seen, known, loved and that they belong at Lambton Centre. You are welcome here. In-turn, we hope this ministry impacts Lambton County beyond the boundary of Lambton Centre.

Community:

- Free monthly Seniors Lunch Program
- Little Explorers preschool playgroup
- Nature's Classroom Forest School Program
- Lambton Centre Trillium Festival
- Christmas at the Centre
- Easter in the Park
- Women's Day Out
- Kids Funfest Canatara Park
- Camping Sunday
- Santa Claus Parade

Partnerships:

- Stem2Stern
- Harvest Hands



LAMBTON CENTRE

WHERE MORE THAN TREES TAKE ROOT

- Hillside School, Kettle Point First Nation
- Sarnia Girls Soccer
- Ontario Rugby
- Canada's Ballet Jorgen
- Girl Guides of Canada
- Upward Basketball
- Lambton College
- Sarnia Rotary Club
- University of Western Ontario
- Diversity Ed
- University of Waterloo Engineering
- United Church of Canada
- Lambton-Kent District School Board

Summer Camp:

- 8 weeks of camp
- 12 camp options
- 354 camp registrations

Outdoor Education:

- 31 schools/group bookings
- 1200 children

Seasonal Campground:

- 70 trailers
- Significant Waiting list
- May opening meeting
- Canada Day Celebrations
- Halloween in the Park
- End of season worship with Adam Kilner

Buildings & Maintenance:

- Outdoor chapel upgrade
- Preschool area built
- Wagon restored for safe use
- Accessible washrooms finished in the Children's Centre
- Waterline from tenting area to Children's Centre repaired
- Waterline from office to manse repaired



LAMBTON CENTRE

WHERE MORE THAN TREES TAKE ROOT

- Tree removal (March) out of culvert and bridge leading to trailer court
- Tree/branch removal from hydro lines at farmhouse, chapel and trailer court
- Root mass extracted from Gates washroom and septic system
- Branch removal from trailer court (September)
- Phragmites removal and spraying (ongoing)
- Gates washrooms tile work
- Walking bridge from trailer court repaired following wind damage
- New windows in the dining hall and industrial kitchen
- Replacement of front porch of farmhouse
- Foundation poured for second pavilion
- Children's Centre mural completed
- Front gate repair (ongoing)
- Zero turn replaced
- Full architectural and engineering audit (ongoing)

User Groups:

- UofW Asian Christian Fellowship
- Courtright Girl Guides
- Essex Gospel Church
- Girl Guides of Canada
- Church on the Basics
- Temple Baptist Church
- United Kennel Club
- London Sea Cadets
- University of Western Ontario
- Peoples Church of Wyoming
- Lift Church
- Lucan Girl Guides
- Lakeshore Community Church
- Sarnia Embers
- Forest United Church
- Elim Bible Chapel Kids Club
- Niagara Girl Guides
- Thornhill Ministry
- SHAD-McMaster University
- Shalom Church
- Catch the Fire
- Muslim Association of Canada Youth



LAMBTON CENTRE

WHERE MORE THAN TREES TAKE ROOT

- Lambton College Indigenous Student Retreat
- Forest Cliff Alumni Retreat
- Grace United Church
- Clarke Road Secondary School
- Hillside School

This year we have enjoyed hosting free lunches for the seniors in our community, leading the Nature's Classroom twice per week, participating in the Santa Claus parade, offering a pre-school playgroup, an October volunteer morning, and welcoming the community to enjoy Christmas at the Centre while also supporting Contact House! Our fundraising efforts have also continued with regular bingos, butter tart sales, Christmas planters and a fabulous trivia night.

The Tuesday Troopers continue to be a regular presence each week. We are grateful for their time and love of Lambton Centre. Anyone is welcome to join us on Tuesdays at 9am. Each week is a new adventure of jobs around the site, lunch together and coffee to end the day. We also laugh a lot. Did you know that Lambton Centre has a list of 72 volunteers this year who have helped with everything from Tuesday jobs to bingos, summer camp kitchen help, raking leaves and clearing branches, and jumping in to help with camps and outdoor education!

In 2023 summer camp was a hit, with record numbers of campers. We played, we prayed, we swam and we just had a whole lot of fun. Chapel and swimming were two of the favourite activities for everyone! Staffing continues to be a challenge as the economy fluctuates. Staff mental health continues to be a concern especially for those who developed anxiety throughout the pandemic. This year we were fortunate to receive a grant to have Nicole Walko at camp to run well-being sessions for camp staff. Thanks, Nicole!

The seasonal campground had a rough summer due to rain and mosquitoes. We dealt with heavy flooding, tornado warnings, and bugs that were prohibitive to outdoor time for the majority of the season. We were still able to meet for our start of season meeting, celebrate Canada day together and had some wonderful volunteers organize Halloween in the park. The decorations were definitely impressive! Thank you to Adam Kilner who joined us for an end of season worship time.

Our outdoor education season in May and June saw 1200 school-aged children come through Lambton Centre. Our spring staff did an amazing job planning schedules and



LAMBTON CENTRE

WHERE MORE THAN TREES TAKE ROOT

programs for as many as 100 children in one day. I look forward to Spring 2024 when we see these schools again and continue to build relationships with the staff and students of Sarnia-Lambton.

Reconciliation work has been at the forefront of my heart and head this year as I've thought about ways Lambton Centre can connect with and be invitational to the Indigenous peoples of Sarnia-Lambton. As small steps, I have been able to volunteer periodically at Hillside School, Kettle and Stony Point First Nation. This year the Grade 7 Hillside end of school overnight camp was held at Lambton Centre. We were also able to partner with and host Hillside School and the University of Waterloo Engineering program to offer a funded STEM camp for Indigenous youth over the summer. The community of Six Nations visited one of our summer camp weeks to teach about social dances, traditional costumes and who the Six Nations people are. Lambton Centre also participated in the community job fair held at the Kettle Point Community Centre in the Spring. Most recently, I sat down for a conversation with Chief Kimberly Bressette of KSPFN to talk and dream about how, as neighbours, Lambton Centre can best be in relationship with and serve the people of Kettle and Stony Point First Nation. There is much more to come in this space.

I am grateful to all those who have donated, supported and spread the word about the work that Lambton Centre is doing. I am thankful for those who have offered words of encouragement, kindness and blessing over the work that is being done here.

Moving forward in this exciting time of growth and positive trajectory, I look forward to connecting with even more of Sarnia-Lambton to see how we can best continue to serve all people from all places in Sarnia-Lambton. My hope is that we can be bold and adventurous, think outside the box and welcome those who come to Lambton Centre in a way that they will know they have experienced the Love of God.

Laura Swan
Executive Director
Lambton Centre

What do you hope Lambton Centre will be for the next generation?

Responses from the AGM (February 5, 2023)

- Inclusive
- Unspoiled
- Fun
- Vibrant
- Used by the greater community
- Prosperous
- Maintains outdoor/nature element
- More/continued community involvement–outreach
- Shift focus from “kids camp” to more multigenerational
- Updated cabins/small cottage for family rentals
- Observation glass deck built on top of hill or built into with clearing for lake viewing/sunset viewing
- Transportation for seniors–on property and to property
- Gender neutral bathrooms
- Outdoors club
- Partnership with Indigenous communities
- Increased public awareness
- Family camp
- Open to support of special needs
- Cost accessible
- A place for children to explore nature and enjoy interaction with each other and others
- Still a place for “city folk” to experience the breadth of God’s creativity
- The seasonal camp will still be a “jewel”
- That the next generation will be here, hoping and dreaming for the next generation
- Swimmable beach
- Alumni camps
- Camp for my own kids
- Encouraging environment
- Repair chapel hill
- Hikes through the Frog Pond
- Incentives for staff to come back
- Inclusive
- Better staff areas
- Upgrade outdoor chapel
- Bus for day camps
- A safe place
- A place where people can be part of a shared community
- A place to develop new skills and expand leadership skills
- A place where people get excited about faith
- Non gender specific facilities and programming

- A place with sustainable, environmentally conscious and welcoming facilities
- A place where people can enjoy and get excited by nature
- A great wedding venue
- Building replacements/updates
- Churches to be more involved
- Safe and fun place for all generations to enjoy
- Year-round camp and programming