

GRAVELBOURG BON AMI, INC. 2024 AGM

PREPARED BY:
PAIGE FINK
Executive Director

APPROVED BY:
DAVID PUNGA
Board Chairperson

Mission: Gravelbourg Bon Ami, Inc. ensuring value, dignity & opportunity for all.

Vision: Cultivating friendships, opportunity & choice.



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BOARD OF DIRECTORS

David Punga
Chairperson

Michelle Pouteaux
Treasurer

Barb Gellert
Secretary

Bobbi Jo Wilson
Finance Committee

Bailey Printz
ART Committee

Daniel Lamarre
Policy Review

Jeanette Moquin
Policy Review

Dawn Desautels
Director

A MESSAGE FROM THE EXECUTIVE DIRECTOR

The 2023/24 Fiscal year was a year of accomplishment for all aspects of the Agency. 2023 was a year of firsts. We tried new things, and reached for the sky – and we certainly did!

Some notable accomplishments throughout the year included introducing extended health care benefits to all permanent employees at the Group Home, SIL and Day Program. We also hosted our first Annual Golf tournament at Thomson Lake Regional Park. The golf tournament was a success, despite the rain. I would like to thank each of the local businesses that supported our Agency at the event. We had many local sponsors and volunteers that helped to make this event a success.

This year, we did so much with the participants. We went to Eastend for a few nights, and the entire day program went to a Rough Rider game in Regina!

I would like to extend a thank you to everyone who supports our Agency, but most notably, the team of Disability Support Workers at Gravelbourg Bon Ami, Inc. Each day, the team shows their caring and hardworking nature. They advocate for the participants within the Agency, and work hard to help them accomplish their goals. Without our wonderful team here, we would never achieve our big goals. Thank you from the bottom of my heart.

I would also like to thank the Board of Directors, the families of the participants, and of course, the participants themselves for helping us achieve such a wonderful 2023/24 fiscal year.

I can't wait to see what 2024/25 has in store for us!

Respectfully Submitted,

A handwritten signature in black ink that reads "Paige Fink". The signature is written in a cursive, flowing style.

Paige Fink
Executive Director

2024 AGM AGENDA

Call to Order

- a. Welcome and attendance
- b. Appointment of the recording secretary

Adoption of the Agenda

Minutes - June 29th, 2023

Bylaw Amendments

ART Report

Financial Report - Michelle Pouteaux

Appointment of the Auditor

Appointment of Directors

Presentation of the Awards

Other Business

Adjournment

**“A LITTLE PROGRESS EACH
DAY ADDS UP TO *BIG*
RESULTS”**

2023 AGM MINUTES

Attendees: Dave Punga, Paige Fink, Barb Gellert, Michelle Pouteaux, Bailey Printz, Wendy Hendrickson, Annette Gruending, Lynn Hickox, Celine Gruending, Sandra Massett, Dean Massett, Mellissa Dalshaug, Pat Hallborg, Jackie Poirier, Debbie Belof, Trishia Cormier, Leslie Torreverde, Rosalie Connors, Jen Elsliger, Nicole Lalonde, Jim Schauenberg, Garritt Hallborg, Adrian Poirier, Louis Lagasse, Dennis Giofu, Monica Hughes, Stephanie Gellert, Duane Chabot, Melvin Oakley, Chad Tremblett, Tim Porter, Gordie Christiansen, Farrah Wilson

Call to Order

Dave Punga called the meeting to order at 2:02 pm.

Dave Punga appointed Farrah Wilson as the recording secretary for the 2023 Annual General Meeting. The Motion was seconded by Bailey Printz. **CARRIED.**

Adoption of the Agenda

Motion to accept the agenda for the 2023 Annual General Meeting as presented. The motion was moved by Michelle Pouteaux and seconded by Bailey Printz. **CARRIED.**

Minutes

Motion to accept the 2022 AGM Minutes as presented. The motion was moved by Barb Gellert and seconded by Monica Hughes. **CARRIED.**

Bylaw Amendment

Article II Section 2 to the following “Notwithstanding Section I, Directors shall hold office until the conclusion of the Annual General Meeting, at which time they are replaced or retire from office. *Directors shall be eligible to hold office for life, or until such a time they resign from the Board or are terminated.*” This change is from 2 consecutive terms of 3 years each.

Motion to accept the bylaw amendment as presented. The motion was moved by Michelle Pouteaux and seconded by Bailey Printz. **CARRIED.**

Financial Report

Motion to accept the financial report as presented. The motion was moved by Monica Hughes and seconded by Bailey Printz. **CARRIED.**

Appointment of the Auditor

Motion to accept S.N Roy Associates as the 2023/24 Auditor. The motion was moved by Michelle Pouteaux and seconded by Bailey Printz. **CARRIED.**

Chairperson Report - Verbal report given by David Punga

Committee Reports - Written reports from Barb Gellert and Michelle Pouteaux.

Executive Director Report - Enclosed in the AGM package for review. Jim Schauenberg was acknowledged for 35 years of service and Adrian Poirier for 10 years of service.

Adjournment

Motion to adjourn the 2023 Annual General Meeting at 2:28 pm. The motion was made by Barb Gellert and seconded by Bailey Printz. **CARRIED.**

2024 ART REPORT

Committee Members:

- Barb Gellert
- Bailey Printz
- Mellissa Daulshaug (CLSD)
- Paige Fink (Executive Director)

The ART Committee is responsible for:

- Reviewing admission applications for the IPI day program and/or the residential programs.
- Reviewing the status of existing programs.

THE NUMBERS

Industrial Program: 7

Activity Program: 5

Day Program Total: 12

Supported Independent Living: 2

Group Home: 5

Discharges: 1

Admissions: 2

The ART Committee meets regularly throughout the year.

Respectfully Submitted,

Barb Gellert

Barb Gellert

Secretary

Gravelbourg Bon Ami, Inc.

2024 FINANCE REPORT

Committee Members:

- Michelle Pouteaux (Treasurer)
- Bobbi-Jo Wilson
- Paige Fink

The FER Committee is responsible for:

- Reviewing and recommending annual operations and capital budgets
- Monitoring and recommending approval of financial statements and budgets.
- Reviewing or appointing the auditor.
- Reviewing employee disputes which cannot be resolved at the management level.

The FER Committee meets regularly throughout the year.

Respectfully Submitted

Michelle Pouteaux

Michelle Pouteaux
Treasurer



DAY PROGRAM REPORT

2023/24 was a busy year at the Day Program.

April 2023:

- DSP's participated in PART training.
- Went to the hospital auxillary tea.

May 2023:

- Hot dog sale
- Went to a BBQ at Soucy Park for Access Communications
- Took fire starters to Lac Pelletier and had a picnic.

June 2023:

- Set up chairs in the school for grad
- One of the participants got a job.
- Participants had professional photos taken.
- Some participants went to Camp Easter Seals.

July 2023 - Vacation

August 2023

- Went to Shamrock Park for swimming, lunch and ice cream.
- Participant got a work experience at Co-op.
- First Aid Recertification for staff.
- Sold fire starters and bean bags at Farmers Market.

August also included our Garage Sale and a 3 day, 3 night trip to Eastend. We went to the museum, hiking, swimming and the observatory.

September 2023:

- Coffee with a cop.
- Fall lunch with families and staff
- Went to a Saskatchewan Roughrider Game.

November 2023:

- Hot lunch
- Garage Sale
- Christmas Party.

January 2024:

- PCP meetings

February 2024:

- Valentines Dance - Clients, staff and school group.

March 2024

- Pot luck supper with staff and families.
- Garage Sale

Respectfully Submitted

Rosalie Connors

Day Program Supervisor

GROUP HOME REPORT

As we reflect on the 2023/24 fiscal year, we can't help but feel proud of all of the accomplishments. Throughout the year, we embarked on some exciting adventures, including our first golf tournament fundraiser, a memorable trip to Eastend, and an exhilarating outing to a Rider Game. These experiences brought us closer as a community and created lasting memories.

Our focus on community involvement and helping our participants secure jobs in the community has been incredibly rewarding. Three of our participants have successfully found employment in the Community. Dennis is a valued member of the Town of Gravelbourg team, Duane is thriving at the Gravelbourg Co-op Food Store, and Garritt is making a difference at the Wheatland Pub & Eatery. We couldn't be prouder of their achievements.

In addition to these remarkable milestones, we've also dedicated ourselves to teaching vital daily living skills. From cooking and cleaning, to communication skills, our participants have grown tremendously in their independence and confidence.

We also can't forget to mention our 3 amazing Garage Sales we held throughout the year. We not only helped the community declutter their homes, but also raised funds to support our program.

As we look ahead, we are filled with anticipation for all the wonderful things we will achieve this year.

Thank you for joining us at the AGM to celebrate the incredible growth, accomplishments and community spirit that define the Gravelbourg Bon Ami Day Program.

Respectfully Submitted,

Jackie Berg

Jackie Berg
Group Home Supervisor

SUPPORTED INDEPENDENT LIVING REPORT

In April 2023, a SIL participant went on their shopping trip. They checked out their favourite stores in Moose Jaw and dined at their favourite restaurant.

Sometime in Spring 2023, a participant started a vegetable garden in their backyard and enjoyed woodworking.

In June 2023, a participant went to the SCMA's in Assiniboia and a Nickelback concert in Saskatoon. The participant had so much fun and was thrilled to meet their favourite artists. This month, the participant also applied for a job at Wheatland Pub & Eatery and the other participant at the Town of Gravelbourg.

In August 2023, a participant joined the Color the Lake Run at Lac Pelletier Regional Park. He was proud to accomplish 3.5Km and received a medal.

In October 2023, a SIL participant won the Great Work Award from SARC. He received the award in Saskatoon. It was witnessed and celebrated by many, especially by his family.

In the fall and winter season, the SIL participants enjoyed going to hockey games and actively participating in some events/activities in town.

In March 2024, a participant moved out of the Supported Independent Living Program.

One of the SIL participants enjoys riding his bike to work and around town. He also enjoys woodworking, learning new skills and building projects.

Two participants joined the SIL cooking program at the Day Program. Participants helped with purchasing groceries and making meals. The program has ended now, and participants are enjoying making meals at home with the assistance of their SIL worker.

One of the participants has been taking guitar lessons with the local instructor and enjoys jam sessions with him.

A participant joined the Imagine Friendship Workshop in Moose Jaw where he learned skills to gain and maintain healthy and meaningful relationships.

The SIL participants started hanging out for meals and learned to assist and help each other.

The SIL participants enjoy their independence and make their own choices while having the support that they need to live a meaningful life.

Respectfully Submitted,

Leslie Torreverde

Leslie Torreverde
Supported Independent Living Worker

SARCAN REPORT

Locally and provincially, SARCAN Recycling had another record-breaking year in 2023/24. Province wide, SARCAN had an 84% return rate.

Here at our local SARCAN, we are committed to helping Gravelbourg stay green through education, ease of access and most importantly – making recycling FUN.

Throughout the last year, SARCAN Saskatchewan recycled:

- **1,034,417 litres of paint**
- **3,393,992 lbs of electronics**
- **96,080 lbs of batteries**
- **882,651 household glass containers**

2023 also opened an opportunity for the SARCAN Gravelbourg Depot to team up with the Town of Gravelbourg for recycling household glass. This program keeps glass containers out of the landfills, and is recycled to use in highway paints, and insulation!

We are very excited to see the growth and fun that will come in the 2024/25 fiscal year.

Thank you for supporting your local SARCAN!

Respectfully Submitted

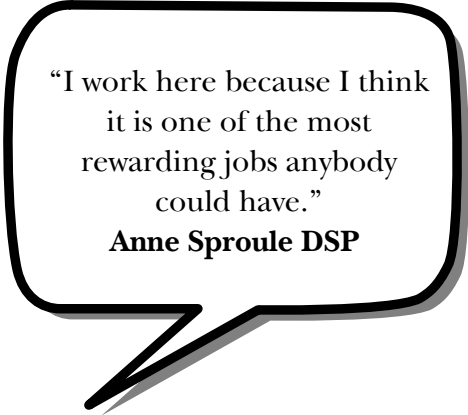
Nicole Lalonde

Nicole Lalonde
SARCAN Supervisor



STRATEGIC PLAN UPDATE

A key to Gravelbourg Bon Ami, Inc. & SARCAN Gravelbourg's success is our stellar employees. As part of Gravelbourg Bon Ami, Inc.'s strategic plan, we are committed to the employees in terms of recruitment and retention, training and safety.



"I work here because I think it is one of the most rewarding jobs anybody could have."

Anne Sproule DSP

OUR PEOPLE

Priority 1: Recruitment & Retention

In September 2023, Gravelbourg Bon Ami announced that they are extending their benefits offered to permanent employees. We now offer Medical Benefits to all part time and full time employees at the Group Home, SIL, Leadership and Day Program.

In January 2024, the Agency announced the Employee Assistance Program to ALL employees at the Agency. This cost is 100% covered by the Agency.

A Christmas bonus was paid to all employees in November 2023. The total bonus amount was over \$12,500.00!

Priority 2: Training

Throughout 2023/2024 employees took several different professional development courses including CPR & First Aid, Mental Health First Aid, LEAP and a Policy Review training session.

Priority 3: Safety

The OH&S Committee is comprised of a member from each department in the Agency. The Committee meets regularly to discuss and solve OH&S issues.

OUR CULTURE

Priority 1: Unity

When people work together to achieve a common goal, they are greater than the sum of their parts. We recognize the value of a unified membership, board and employees.

Priority 2: Inclusivity

We strive to be a welcoming and inclusive organization where everyone is treated with respect, dignity and everyone feels valued.

Priority 3: Person-Centered Practice

We strive to put people first in each decision that is made within the Agency. Participants have opportunities to reach their goals, and plan for the future that they want.

Priority 4: Professionalism

Professionalism happens at every level of the Agency. As part of our strategic plan, we have expanded our awards programs for the employees. In 2024, we are announcing our first ever recipient of the Employee **Excellence in Action Award.**

STRATEGIC PLAN UPDATE - CONT.

OUR COMMUNITY

Priority 1: New Venture

In 2023, Gravelbourg Bon Ami, Inc. hosted our first Annual Golf Tournament at Thomson Lake Regional Park.

Our goal is to answer the question: *“Is this idea relevant, helpful, contemporary and necessary?”*


Priority 2: Brand Conservation

Priority 3: Education

Gravelbourg Bon Ami’s Facebook page is used to share information about our services, how we operate and teach the community about what we do. In 2023, Gravelbourg Bon Ami shared a video series on Facebook to show the community what our employees say about working here, and how our participants feel about being part of our Agency.

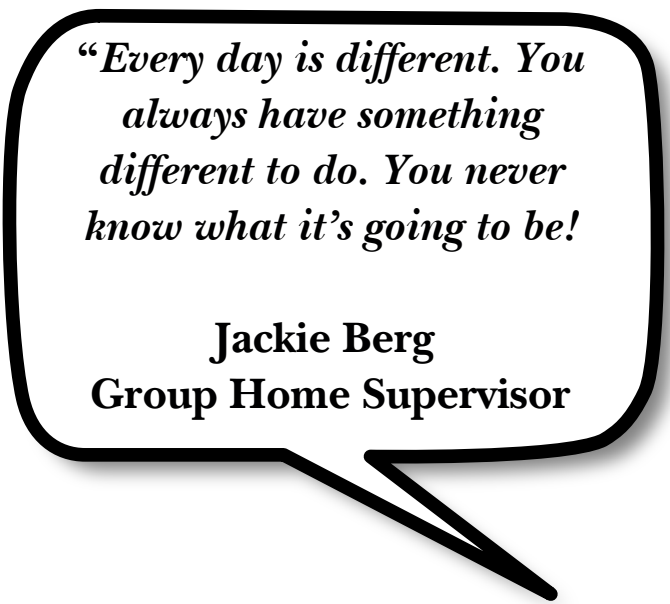
Priority 4: Expansion

Gravelbourg Bon Ami, Inc. continues to look forward to the possibility of expanding our services across the Southern part of the province.



*“We make participants
dreams come true”*

Sherri Ariss
DSP



*“Every day is different. You
always have something
different to do. You never
know what it’s going to be!”*

Jackie Berg
Group Home Supervisor

YEARS OF SERVICE AWARDS

We would like to take a moment to recognize and express our heartfelt gratitude to those individuals who have dedicated their time, energy and experience to Gravelbourg Bon Ami, Inc.

The Years of Service awards are a special opportunity for us to honor and thank our team for their unwavering commitment throughout their tenure.

Their dedication has been instrumental in our success, and we are truly fortunate to have such remarkable individuals as part of our team.

This years Service Award Recipients:

Annette Gruending - 25 years

Anne Sproule - 5 years

Nicole Lalonde - 5 years

Paige Fink - 5 years

EXCELLENCE IN ACTION AWARD

The Excellence in Action award is a new award for 2024. This award was created to celebrate the employees at Gravelbourg Bon Ami, Inc. who have made an excellent contribution or furthered the mission & vision of Gravelbourg Bon Ami, Inc. Employees were nominated to nominate a fellow co-worker for the award.

The Excellence in Action award is intended for an employee who has demonstrated excellence in the 2023 calendar year. This person's spirit and overall personality at the workplace motivates people around them. This person shows excellence in many different ways including person-centeredness, creativity, work ethic and team work. This person is someone that people trust in the workplace, and enhances the overall culture of the Agency.

This employee was nominated several times. Co-workers describe this employee as being "always positive and happy. Always looking out for the well being of the participants", This person always has a positive attitude, creativity and "know-how". They are encouraging towards the participants and other staff members. They bring a lot of passion to their work."

NEW AWARD ANNOUNCEMENT!

We are thrilled to announce a new award that will be presented at the 2025 AGM in June 2025. We are proud to announce the "**Bright Spirit Award**". The Bright Spirit Award is a special recognition given to participants who show positivity and kindness. This award celebrates individuals in our agency who uplift others with their kind spirit and supportive nature. Employees are encouraged to nominate a participant who consistently demonstrates a bright spirit by showing compassion, engaging actively in activities and inspiring and uplifting people around them. The recipient of this award will not only be honored for their contributions but will also be serving as a shining example of the power of positivity at Gravelbourg Bon Ami, Inc.

Employees should nominate a participant that:

1. Demonstrates positivity and cheerful attitude with others.
2. Shows kindness
3. Makes others smile.
4. Is helpful.

THANK YOU!

Thank you to everyone who supports our Agency and continues to allow us to serve individuals experiencing disability in the Gravelbourg area.



Saskatchewan
Ministry of
Social Services



SARC
expanding potential.



SARCAN
RECYCLING
A DIVISION OF SARC

TOWN OF VILLE DE
Gravelbourg

Saskatchewan
Housing
Corporation 



**Community
Initiatives
Fund**

Thank you to **Community Initiatives Fund** for supporting our agency with a grant for the SIL cooking program. More information about this program can be found in the SIL report.