

Aphasia Nova Scotia- Annual General Meeting Reports 2022

Submitted and compiled on November 9th 2022



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nova scotia

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President's Report

2021-2022 was a hectic and different year for Aphasia NS. Savannah and I took on the **president roles** for the board of directors in April of 2022. At the beginning of the year, there was **much concern** that Aphasia Nova Scotia would **fold as an organization** due to a lack of board members and directors. However, after much promotion among the variety of university communities in Halifax, we could **pull together a board of directors** that met the minimum number to continue functioning as an organization.

Since then we have spent time **learning** and **understanding** the organization and **figuring out our priorities** moving into the upcoming year as our numbers were still small and many of us were new to the organization. We decided to focus on a variety of existing tasks and get our feet under us as an organization and board.

Tasks we tackled this term included:

- Revamping the **Aphasia Nova Scotia Website** and updating information on there
- Continuing to provide **virtual and in-person Aphasia Cafes**
- Recreating the **membership and volunteer forms**
- **Updating** our membership and **email list**
- Restarted the volunteer committee

Moving forward 2022-2023

- Creating a **new 5-year strategic plan**
- Increasing participation and our Aphasia Nova Scotia membership

- Getting a **Halifax Aphasia Cafe up** and running
- Editing and **updating the organization's policies** and documents
- Coming up with an advocacy and outreach strategy to provide more support to Nova Scotians with aphasia

I want to send out **a huge thank you** to the many individuals who have supported Aphasia Nova Scotia over the past year. You have provided the organization with so much and your support means the world to us.

Please contact us if you have any **ideas, comments or suggestions** about the organization and how we can continue to serve Nova Scotia in the upcoming years.

Respectively submitted,

Rowan Wilson-Henkelman & Savannah Larter

Co-Presidents of Aphasia Nova Scotia

Report from the Community Events and Planning Committee

Thank you to:

Savannah Larter (Co-Chair)

Rowan Henkelmann (Co-Chair)

Andrea Thomson (Antigonish Expressive Cafe Champion)

Gord McNeil (Sydney Expressive Cafe Champion)

Mike Jordan (Annapolis Valley Expressive Cafe Champion)

Sally Mcghee (Communications-Facebook)

Josh, Liz and Laura (Newsletter)

The past few years have looked different than in the past because of the covid-19 pandemic. Savannah and Rowan have held the *co-chair* position for the past few years.

In 2020, a **virtual Aphasia Cafe across Nova Scotia** was started by previous co-chairs to allow for continued community events while restrictions on in-person events continued. This Cafe has since occurred monthly and is an event we have decided to keep for the future. The virtual Cafe usually has a theme with some sort of game or prompt for conversation topics. Occasionally we have guest speakers which have included a **music therapist** and **stroke survivors with aphasia**.

In 2022, post-pandemic Mike Jordan has restarted the **Valley Aphasia Cafe**. The other cafes are not running in-person events at the moment. A goal for 2022 is to re-start the Halifax in-person Aphasia Cafe. There is currently **no champion**.

Following a request from the 2020 **Board of Directors**, 15 iPads and sets of earphones were purchased in March 2021. Some aphasia apps were downloaded thanks to the generosity of **Tactus Therapy**. They also have Zoom downloaded which might make it easier for some members to join the virtual Aphasia Cafes. These iPads were distributed to Aphasia Cafe champions who are lending them to Aphasia Nova Scotia members who could benefit.

Aphasia awareness has been a priority to CPEC. In May the Aphasia Nova Scotia banners were displayed on the Halifax Bridges. As well, throughout the past few years, we have produced a **monthly newsletter**.

We look forward to welcoming **Claire Richardson** as the new chair of the Community Programming & Events Committee.

While we have achieved so much this year, none of it would be possible without the assistance of volunteers. We are always looking for *new volunteers*, so if you would like to participate in a rewarding experience, please contact us for more information at *cpec.aphasians@gmail.com*.

Respectfully submitted,

Savannah Larter & Rowan Henkelmann

Co-Chairs of Community Programming and Events Committee (CPEC)

Financial Report for the 2021-2022 Fiscal Year

The Financial Report for the 2021-2022 Fiscal Year was drafted by the current treasurer Mattie Smith, with help from previous board members. The numbers listed throughout this report were received from **bank statements** from the period of March 2021-March 2022.

Income throughout 2021-2022 was **lower** than usual due to the fact that there was **no fundraising conducted**. Fundraising was put on pause due to the COVID-19 pandemic. However, **\$831.00 was received from donations**.

The **total amount spent during the fiscal year was \$2 957.00** and this money was used for administration purposes including bank charges, insurance and liability charges, zoom/phone charges, website, etc.

Money received throughout 2021-2022	Money spent throughout 2021-2022
Donations - \$831.00 *Fundraising was not conducted due to ongoing COVID-19	Administration - \$2 957.00 - Bank charges - Insurance and liability charges - Phone/zoom charges - Website, etc.

Currently, as of September 15th, 2022, Aphasia Nova Scotia has **\$19 625.00** in its bank account. There is also \$9 175.00 that is considered as inventory - "Furniture and Fixtures". This would include all equipment and physical inventory

that Aphasia Nova Scotia owns. There is also \$1000.00 set aside as a deferred fee, deferred fees are fees that are to be used for a specific program/cause. This **\$1000.00** out of the \$19 625.00 currently in the bank account has to be used for the **Aphasia Camp** that Aphasia Nova Scotia has held previously.

Bank Account - "Cash"	Furniture and Fixtures	Deferred Fees
\$19 625.00	\$9 175.00	\$1 000.00
This is the amount that is accessible and is displayed in our account.	This would include all equipment and physical inventory that Aphasia Nova Scotia owns.	Deferred Fees are fees that are to be used for a specific program/cause. This \$1000.00 is restricted for the Aphasia Camp.

Financially, Aphasia Nova Scotia is in a **good position**, however, with the increased costs and the reintroduction of new programming, fundraising will be needed in the future! Thank you.

Respectfully submitted,

Mattie Smith

Treasurer

Volunteer Committee Report

2022 has been a **year of transition and growth** for the volunteer committee. In May, I was appointed to be the new chair of the volunteer committee. Since then, I have taken full responsibility for **finding, screening, recruiting, and training new volunteers**.

When I was appointed, there were no other current volunteers on the volunteer committee. As such, my first steps were to 1) **learn** about the organization and 2) familiarize myself with the **documents and procedures** used by the committee in previous years. Once I had a better understanding of my role, I reviewed and approved edits to the online volunteer application and Aphasia Nova Scotia membership forms. This was when the bulk of my work truly began.

In past years, people who wanted to volunteer with the organization were encouraged to send their application and resume to the general Aphasia Nova email address. This was inefficient and there became a need for the volunteer committee to have its own email account. To address this need, I created a Gmail account and posted the volunteer-specific email address to the Aphasia Nova Scotia website. This has **streamlined the recruitment process** and has resulted in improved communication between potential volunteers and the volunteer coordinator.

As a second order of business, there was a need to **re-organize both new and current volunteer intake forms** (e.g., membership forms, criminal record and vulnerable sector checks, confidentiality, and conflict policy documents). To streamline the system, I created a new folder in Google Drive for all volunteer information associated with 2022. Within the main folder, each volunteer has their own sub-folder where all their personal documents are stored.

The remainder of this year has been **largely focused on the growth of all committees**. The main priority was to find a new chair or two co-chairs for the Community Events and Programming Committee (CPEC). Subsequent priorities involved finding a new corporate secretary, as well as volunteers to help with the newsletter and website maintenance. Volunteers were found and recruited for all these positions. Several other volunteers were found, recruited and distributed over the CPEC, fundraising, communications, and volunteer committees. Future recruitment efforts will be focused on further expanding the CPEC and fundraising committees.

With recruitment, **volunteer orientation sessions** are required. This implied that the existing PowerPoint for the orientation session should be reviewed and modified as needed. Once complete, the PowerPoint was used for all future orientations. Since my onboarding, the orientations have been small and one-on-one due to sporadic interest, as indicated by the emails and online application form. Near the end of September, however, there was a spike in interest. For this reason, I will be holding a larger, group orientation session the last full week of October. At this meeting, I will discuss the history and current structure of Aphasia Nova Scotia, explain what aphasia is, what supported communication looks like, and brief volunteers on the responsibilities of their new roles.

Moving forward, I will be **continuing to focus on recruitment efforts**. However, rather than waiting for applications to appear in the email inbox, I hope to have more of a **public presence at community fairs and other public events**.

Doing so will not only benefit the organization, but it will also serve to help spread aphasia awareness.

Having said that, **new volunteers are always welcome and needed**. As such, if you are interested in learning more about how you can get involved with Aphasia Nova Scotia, please contact volunteer.aphasians@gmail.com for more information.

Respectfully submitted,

Hailey Brien

Chair of the Volunteer Committee