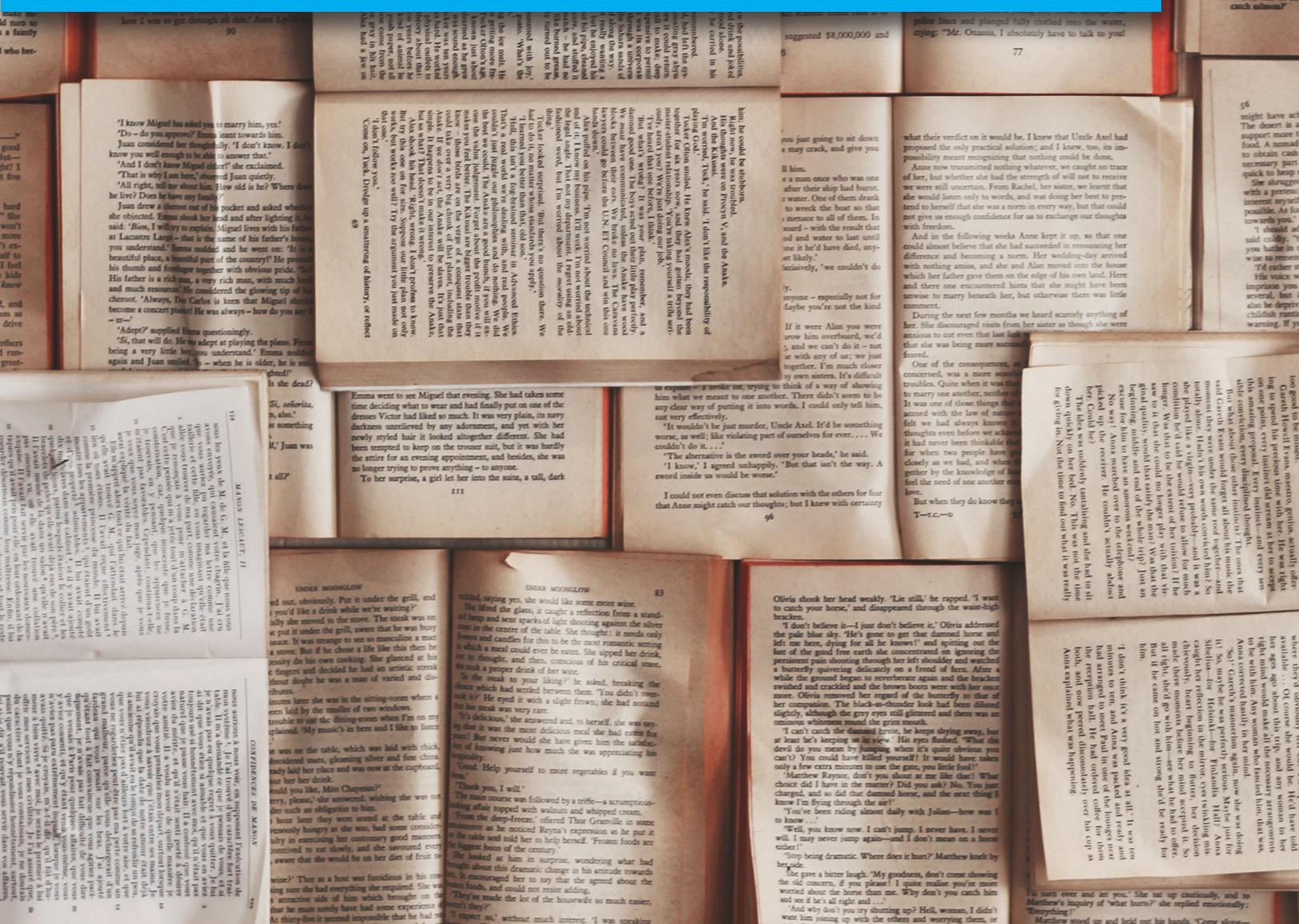


# LITERACY COUNCIL of DURHAM REGION // LEARNING ESSENTIALS for ADULTS in DURHAM REGION



literacydurham.ca

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# ANNUAL REPORT 2019-2020

"Oh, why," she whispered in a low quivering voice, "did it have to be you?"

He shrugged slightly. "Kismet." He took hold of her wrist and turned her to face him. His features were blurred in the dim light, and he was only a dark shape in front of her, but he still held her wrist and his fingers were warm and vital.

"A marriage between us would be suicide for me and madness for you," he told her quietly.

Wentworth experienced a shock to realize that he had actually considered marriage, something that he had not yet done, but as he said, it would be madness. She could not accept an alien way of life, even for him... or could she? She caught her breath, the vista the thought opened before her was appalling.

"Very mad indeed," she whispered.

"Yes, but not to be contemplated. Instinctively she knew that he was fighting his own impulses. He there another man in England who has spoken for you?"

"Oh no, he hasn't," she exclaimed quickly, smiling at his way of putting it. "We're not engaged and I doubt we ever will be... now, I don't love him, Ken."

"Many marriages are contracted without this thing called love. They are usually quite satisfactory."

She said nothing.

His head on her shoulder was warm and vital.

"I want what you have," he said.

"But poor little..."

Wentworth. A great deal of his life had been spent in being compassionate, but he had never been in love. It was an ungodly thing to think of. He had never loved anyone, not even the girl who had been his first love. He had never loved anyone, not even the girl who had been his first love. He had never loved anyone, not even the girl who had been his first love.

"As if any of us would," Sylvia exclaimed warmly, rubbing her gloved hand against Sylvia's shoulder. "She can't get her loyalty a good deal further than that."

"You're darling," Sylvia returned impulsively, and glanced across at Martin. But for once the boy did not respond. He had taken a stick from his pocket, and was whittling it into the waste-paper basket, with meticulous care. And what his thoughts were she could not tell. She could only surmise through instinct alone—that he was not in wholehearted agreement with her attitude that, young as he was, he was conscious that her outlook was essentially feminine and must be impartially accepted before his masculine judgment could accept the same outlook as reasonable.

"My dear Miss Freyre, within a few hours of my arrival I will be being treated as though I were a leper," he burst out boldly. "Your brother is not so bad, but the little girl likes when she sees me, and in for your other sister"—he flushed slightly—"when I first suggested her going for me she seemed quite keen. How I can get packing out of her but a point-blank refusal. I naturally want to know what I've done to offend you all and, as she won't explain, I've come to you."

"I don't see why you should expect her to sit for you." She tried hard to maintain an air of dignified composure. "We're very busy people, you know."

He bit his lip and began to draw at it. "I'm aware of that. But it's not your real reason for making your sister turn me down." And then he went on, looking at her steadily. "Perhaps you'll be good enough to tell me what it is."

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# A NEW DECADE, A NEW NAME

Two years ago, the Literacy Council of Durham Region (LCDR) approved a new mission statement to drive our strategic planning for the coming years. This new mission statement clearly outlined our commitment to providing the services our learners needed; assisting adults in the Durham Region with literacy, numeracy, and digital skills. Since adjusting the mission to reflect our work, the Board of Directors with the Executive Director have been looking to the future to ensure we can continue to offer the services needed by our community. While “literacy” encapsulates all the avenues of tutoring and education we provide, we wanted a new name that centres our learners and the essential skills we help develop as we move forward into the next decade and the decades to come.

Although we can only reveal the new name today, in the coming year, we look forward to showing you a new logo, website, and identity as:

**LEADR**  
LEARNING ESSENTIALS for ADULTS in DURHAM REGION

# WHO WE ARE

## MISSION

Learning Essentials for Adults in Durham Region is a charitable non-profit organization dedicated to providing tutoring for adults in basic literacy, numeracy, and digital skills.

## VISION

We envisage the community of Durham Region as a place in which every adult has the fundamental communication skills to achieve a rewarding personal and professional life.

## REACH VALUES



### RESPECT

Each person that comes into contact with LEADR is treated with the dignity and decency they deserve in every aspect of their lives.



### EQUITY

Our doors are always open to every adult to be given equal opportunity to improve their literacy.



### ACCOUNTABILITY

We uphold responsible teaching, learning, and governance skills.



### HOPE

We maintain the optimism that an increase in the quality of life of every resident in the Durham Region is achievable.



### COMPASSION

We listen to learners' goals and respond to their individual needs, consistently and with empathy.



# EXECUTIVE DIRECTOR'S REPORT

Reflecting over the past year, I am impressed by the hard-work and dedication of our learners and volunteers who work so diligently to be successful and maintain the organization's mission. The hard work that our learners and volunteers have done over the past year is truly inspiring, and I would like to thank them for their dedication over the past year! This dedication builds on

the hard work of hundreds of individuals who have volunteered their time over 40 years of operation. It is truly a reflection of the amazing effort that our community has provided to the organization and each other.

Congratulations to each of you as you work towards your goals. I am always impressed with the numerous achievements of our learners. Some learners have completed their high school equivalency or moved to other upgrading programs at the Secondary and Post-Secondary level, while other learners have worked on developing their business communications to prepare for employment. In all cases, learners are better prepared to more confidently engage with the world.

During the past few months, our organization has faced unexpected challenges and the need to provide service during times of social distance. It is clear that the challenge of Covid-19 will persist into the near future and will drive us to find new ways to teach and learn while remaining connected to our community of learners and volunteers. Online and distance education in which technology is integrated into how we tutor is part of the challenge and opportunity moving forward. Our new name, Learning Essentials for Adults in Durham Region (LEADR), reflects the focus on the organization's future while clearly outlining the mission of the organization. We continue to provide literacy and upgrading services to those who wish to improve their reading, writing, math, and digital skills. We will strive to continue finding innovative approaches to support to learners with a community-focused solution to adult literacy and learning.

I would like to specifically thank the United Way of Durham for renewing their support for the Literacy Council. Their continued support of our learners remains invaluable in ensuring that we meet the needs of the Durham community. The Council would also like to express appreciation for the continued funding from the Ministry of Labour, Training and Skills Development (MLTSD). Finally, thank you to the City of Whitby and their support through the Mayor's Community Development Fund.

Volunteers were once again critical to our students' success and our tutors have graciously committed an impressive amount of time and effort to help the Council provide literacy service throughout the Durham community; without our volunteers the Council would be unable to operate successfully.

In closing, I would like to extend my personal thanks to the Literacy Council team that have helped me over the last year; particularly, I would like to thank Christine Jacobs for all of her support and hard work. I would also like to personally thank the Board of Directors who guide the organization and who have led the organization on a new journey.

Thank you for your enthusiasm and passion.

Brad Cook  
Executive Director



# PRESIDENT'S REPORT

I do not think I need to remind everyone of the very difficult year we find ourselves in, but I would be remiss without mentioning the complications the COVID-19 pandemic caused LEADR. However, it would have been tough to even notice we were impacted by the emergency measures across Canada and Ontario because of the phenomenal work Brad, the staff, and volunteers did to transfer

our operations into a variety of digital and remote formats.

With this, I also want to thank our learners for their patience while we transitioned to offer our services in a way that could keep our community safe and healthy. Additionally, thank you for your dedication in continuing your educational journey with us, even through this period. And for those learners that had to pause your work with us, we will be here to welcome you back with (socially distanced) open arms when you are ready and able to continue your work.

This year will mark 40 years of operation for the organization and we will say goodbye to the LCDR and hello to LEADR. I look forward sharing our new identity and what this means for the future throughout the rest of this year.

Finally, I would like to say thank you to our 2019-20 Board of Directors (you can check them all out on the next page) for their hard work. They have dedicated countless hours to LEADR and preparing us for the changes we will see implemented this year. At this AGM we sadly say goodbye to our VP Communications, Elizabeth McIntosh, and our VP Finance, Lola Chiappetta. Their work has been invaluable of the past couple of years; Elizabeth has kept us on track and ensured that plans made at each and every board meeting have been made reality and Lola has ensured we have remained accountable to our community and funders whilst also making plans for expanding and diversifying our funding. Their terms have ended and their expertise is needed elsewhere now but they will be severely missed at LEADR.

  
Matthew Dunleavy  
President, Board of Directors

# LEADR BOARD OF DIRECTORS



Back (L to R): Garianna Jolie, Vernon Hiller, Lola Chiappetta (VP Finance), Nathan Wilson, Elizabeth McIntosh (VP Communications), Adrian Lee.  
Front (L to R): Brad Cook (Executive Director), Matthew Dunleavy (President), Megan Longo (Vice President)



# VP FINANCE'S REPORT

Financial sustainability continues to be one of our biggest challenges and we are thankful to our funders and their continued commitment to support the Council's activities and services. Although our current economic environment continues to change and everyone continues to do more with less, it is comforting to know that the Ministry of Labour, Training and Skills Development and the United Way of Durham

continue to support the Council through funding. I urge all of our supporters to keep up the faith and commitment as it is through their support that the Council is able to deliver its many successes.

I am pleased to report that the Council's financial situation is healthy. During the 2019-2020 the revenues increased by 14% resulting from a higher demand for the Council's services, the Mayor's Community Development Fund grant from the town of Whitby and the Curriculum and Bibliotherapy projects. The expenses also increased to support the activities related to these additional funds.

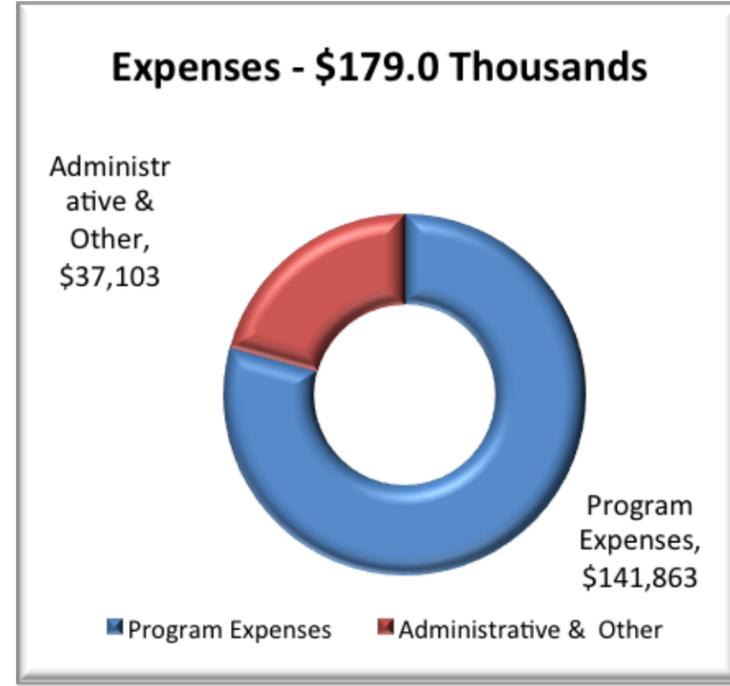
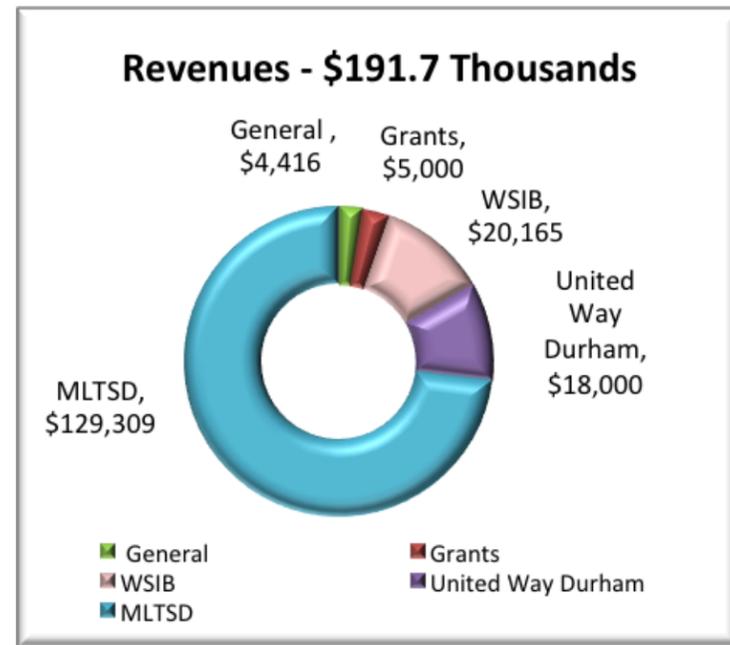
We are extremely lucky to have a dedicated Board of Directors and hardworking staff. Thank you Brad and staff for your dedication and commitment to the success of the Literacy Council/LEADR. We rely on our volunteers, too many to mention individually, for your dedication and commitment to helping change the lives of the members who use the Council's services.

Our auditor Debbie Marsh of Smith, Chappell, Marsh, Vilander LLP, has performed her year-end functions for the Council. We thank Debbie for her support this past year as she ensures we are reporting the activities of the Council accurately and in a timely fashion.

*Lola Chiappetta*

Lola Chiappetta  
VP Finance, Board of Directors

# FINANCES



# FINANCES

## STATEMENT OF FINANCIAL POSITION

AS AT MARCH 31, 2020

### ASSETS

#### Current

Cash  
Accounts receivable  
Prepaid expenses

	2020	2019
Cash	\$ 108,005	\$ 95,706
Accounts receivable	7,719	3,490
Prepaid expenses	1,004	1,186
	<u>\$ 116,728</u>	<u>\$ 100,382</u>

### LIABILITIES AND FUND BALANCES

#### Current

Accounts payable and accrued charges  
Government remittances

	2020	2019
Accounts payable and accrued charges	\$ 14,008	\$ 9,546
Government remittances	2,303	3,162
	<u>16,311</u>	<u>12,708</u>

### FUND BALANCES (Note 3)

Unrestricted  
Internally restricted

	2020	2019
Unrestricted	50,417	47,674
Internally restricted	50,000	40,000
	<u>100,417</u>	<u>87,674</u>
	<u>\$ 116,728</u>	<u>\$ 100,382</u>

Approved by the Board of Directors:

# FINANCES

## STATEMENT OF OPERATIONS

### OPERATING FUND

FOR THE YEAR ENDED MARCH 31, 2020

#### Revenues

Ministry of Labour, Training and Skills Development  
United Way  
Grants  
Donations and fundraising  
Support services  
Interest  
Fees for services  
Curriculum and Bibliotherapy Projects  
Subsidies received

	2020	2019
Ministry of Labour, Training and Skills Development	\$ 129,309	\$ 129,309
United Way	18,000	18,000
Grants	5,000	-
Donations and fundraising	395	201
Support services	4,314	3,696
Interest	21	20
Fees for services	20,165	16,385
Curriculum and Bibliotherapy Projects	14,199	-
Subsidies received	306	-
	<u>191,709</u>	<u>167,611</u>

#### Expenses

Bank charges  
Bookkeeping  
Books  
Capital assets  
Curriculum project  
Insurance  
Meetings  
Memberships  
Office and general  
Professional development  
Professional fees  
Rent  
Repairs and maintenance  
Salaries and benefits  
Telephone  
Training support and materials  
Volunteer and learner appreciation

	2020	2019
Bank charges	361	507
Bookkeeping	5,825	5,717
Books	108	61
Capital assets	5,753	4,845
Curriculum project	8,529	-
Insurance	2,515	2,189
Meetings	1,026	1,098
Memberships	150	50
Office and general	13,850	4,451
Professional development	1,059	1,688
Professional fees	3,526	5,000
Rent	13,720	13,720
Repairs and maintenance	2,542	4,961
Salaries and benefits	115,689	98,665
Telephone	3,898	3,884
Training support and materials	-	1,308
Volunteer and learner appreciation	415	725
	<u>178,966</u>	<u>148,869</u>

### EXCESS OF REVENUES OVER EXPENSES

	\$ 12,743	\$ 18,742
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# THANK YOU

Learning Essentials for Adults in Durham Region is grateful for the support of our volunteers, funders, and all those who have helped over the past year.



# BLUECANYON



# United Way

# EMPLOYMENT ONTARIO

Ontario's employment and training network.

This Employment Ontario program is funded in part by the Government of Canada and the Government of Ontario and through the Canada- Ontario Job Fund Agreement.