



Hospice Society of Greater Halifax

Living fully, dying well.

Annual Report 2013

A Report to the Membership on the Finances and Activities in 2012

Hospice Society of Greater Halifax
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New Mission, Vision and Values Statement

Adopted September 2011

Mission

Hospice Society of Greater Halifax: Supporting people affected by a life-limiting illness, death and bereavement.

Vision

All citizens of the Halifax Regional Municipality (HRM) affected by life-limiting illness have access to the programs and services needed to live fully and die well in a caring, compassionate environment of their choice.

Guiding Principles

- The focus of hospice care is on living fully and dying well.
- The option to be cared for in a home-like setting is available to people in HRM.
- The Society respects the uniqueness and diversity of all.
- Families, friends and care-givers are included within the circle of care.
- The hospice strives to support the physical, psychosocial and spiritual needs of people affected by life-limiting illness and bereavement.
- The Society supports a team approach. Volunteers are seen as an integral part of the team.

The Hospice Society has two purposes:

- To establish residential hospices to provide the option to die in a home-like setting for those who cannot or choose not to die at home.
- To increase community awareness of issues of death and dying.

Our Society is a small organization that is building its resources. Those resources include the connections that we can make with others to explore and develop the full potential of hospice and its practical place in this community.

Report from the Chair of the Society

Dear Members of the Hospice Society of Greater Halifax:

At our last annual meeting I reported on significant developments in the building of a *Hospice Centre of Excellence* in HRM based upon a proposal entitled: *Towards Keeping Our Promise: A Proposal to Establish a Residential Hospice Centre of Excellence in Capital Health*. The work was the product of a series of meetings between Hospice Society representatives and physicians and administrators from Capital Health. Our own, Dr. Rob Horton, the lead author of the report, outlined the physical, financial, emotional and psycho-social benefits of a free standing residential hospice. Included in the report was the commitment from the Rotary Clubs of Halifax to take the lead in fund-raising the capital costs of the Hospice Centre of Excellence, based upon Capital Health's commitment to providing funding to sustain the Hospice operations.

A special steering committee (reporting to the Hospice Board of Directors) has been working diligently this past year to bring the Hospice Centre of Excellence proposal to fruition. The process has involved lengthy deliberations with both the Province and Capital Health. I wish I could inform you at this time that our proposal has been accepted; but that is not the case. Capital Health has informed us that, at this point in time, they believe we should take our proposal to the newly formed Department of Health and Wellness Advisory Committee. Dr. Rob Horton presented to this Committee March 8th; but we are not confident that our voice will be heard at this level. We currently await a meeting with Capital Health CEO, Chris Power, at which we will continue to propose funding for the hospice project. The hospice steering committee will prepare a plan of action should CDHA formally remove themselves from this community-based initiative. To learn more about the Hospice Centre of Excellence, please visit the Hospice Society web site to download the document: *Towards Keeping Our Promise: A Proposal to Establish a Residential Hospice Centre of Excellence in Capital Health*.

2012/2013 was another good year for the Hospice Society, thanks to the tremendous support of our volunteers. The year ahead will see us continue to operate our major fundraisers (i.e., Hike for Hospice, and Angel Tree). In addition to fundraising, our renovated home allows us to work towards the expansion of our current programs. An example of this program expansion occurred in early March when we opened The Living Room; a new days-only space in our Bedford home that will open its doors April 4 to terminal patients, giving them a home away from home, a place where they can connect with others in the same situation. There is much to do, but for the moment I am thankful for the work of our Volunteers, the Board, our Office Manager, Marguerite and each of you for helping us spread our mission: Living Fully – Dying Well.

I look forward to working with you in the coming year.

Fred McGinn
Chair, Hospice Society of Greater Halifax

Treasurer's Report for the Year 2012

I respectfully submit the Treasurer's Report for 2012. The following is a summary of results for the year, with comparison to 2011 actual and 2012 actual:

	2011 Actual	2012 Actual	Variance
Revenue	\$ 66,363	\$ 58,935	\$ (7,428)
House General & MtnC	5,155	9,623	(4,468)
House other	10,713	8,533	2,180
Administrative	36,211	45,044	(8,833)
Program and services	370	138	232
Fundraising	3,529	3,735	(206)
Total expenses	<u>55,978</u>	<u>67,073</u>	<u>(11,095)</u>
Excess / (deficiency)	<u>\$ 10,385</u>	<u>\$ (8,138)</u>	<u>\$ (18,523)</u>

Revenue was \$7,428 lower than the prior year, primarily due to lower Donations revenue. Donations revenue decreased from \$38,100 to \$23,600 due to a significant decrease in grants/other which in 2011 were over \$18,000 while in 2012, they were \$2,000. Donations to the Windows campaign were \$3,670 in 2012, higher than the \$800 figure of 2011. As in 2011 and 2012, the Hospice Society benefited again in 2012 from a donation of stock with a value of about \$10,000 that occurred late in the fiscal year. Without it, the deficiency for the year would have been exacerbated.

Fundraising reflects the hard work of many volunteers. Fundraising revenue increased from \$28,200 in 2011 to \$35,400 in 2012, with the majority of this being due to the Hike. And, with the advance planning of the Hike which is currently underway, it is possible that there will be an increase in 2013 Hike revenue compared to 2012. All fundraising efforts are recognized as being critical to HSGH's viability and ability to achieve its mission.

Overall, expenses were \$11,100 higher in 2012 than they were in 2011 with increases in expenses categorized as Administrative accounting for most of the change; this is due to now having a full time employee. There was an increase of \$4,468 in House General and Maintenance expenses, reflecting HSGH's expenditures on work done improving the house, including expenditures on the Windows, offsetting the revenue from the Windows campaign (\$3,670).

Overall, there was a deficiency of revenue compared to expenses of \$8,138. This is a decrease of \$18,523 compared to the prior year when the surplus was \$10,385. Last year's surplus was set aside for future needs in achieving the Society's vision and mission including efforts needed to establish the province's first residential hospice, although the 2012 results erode the benefits of last year's surplus.

I regret that I am unable to attend the meeting due to schedule conflicts. I remain as committed to the organization and its cause as are the many volunteers and Board members.

Not reflected in the revenues or expenses are the contribution, time and talents of many volunteers and members of the community who have made improvements to the House and participated in the programs and services of the Society: thank you!

Respectfully submitted,
 Bob MacKinnon
 Treasurer, Hospice Society of Greater Halifax

Balance Sheet

As at 12/31/2012

ASSET

Current Assets

Clearing Acct		0.00
Petty Cash	300.00	
Royal Bank Account	<u>69,745.56</u>	
Total Cash		70,045.56
Investments		10,352.95
Total Current Assets		<u>80,398.51</u>

Capital Assets

Office Furniture & Equipment	4,560.20	
Accum. Amort. -Furn. & Equip.	<u>-1,510.50</u>	
Net - Furniture & Equipment		3,049.70
Spring St House	<u>250,000.00</u>	
Net - Spring St		<u>250,000.00</u>
Total Capital Assets		<u>253,049.70</u>

TOTAL ASSET 333,448.21

LIABILITY

Current Liabilities

Reserve For Windows		3,026.09
Reserve For Sign		3,255.00
HST Paid on Purchases	<u>-5,707.05</u>	
HST Owing (Refund)		<u>-5,707.05</u>
Total Current Liabilities		<u>574.04</u>

TOTAL LIABILITY 574.04

EQUITY

Owners Equity

Retained Earnings - Previous Year		91,012.41
Contributed Assets		250,000.00
Current Earnings		<u>-8,138.24</u>
Total Owners Equity		<u>332,874.17</u>

TOTAL EQUITY 332,874.17

LIABILITIES AND EQUITY 333,448.21

Income Statement

1/01/2012 to 12/31/2012

REVENUE

Sales Revenue

Donations - General		12,249.98
Donations - In Memoriam		1,360.00
Donations - United Way		4,036.63
Donations - Online		-50.00
Donations - Grants and Corporate		2,000.00
Donations – Services In-Kind		287.50
Fundraising - General		560.00
Fundraising - Angel Tree Corporate	2,500.00	
Fundraising - Angel Tree	5,995.17	
Fundraising - Angel Tree Online	0.00	
Fundraising - Angel Tree Total		<u>8,495.17</u>
Fundraising - Hike Donations	11,180.77	
Fundraising - Hike On-Line	13,124.51	
Fundraising - Hike Registration	120.00	
Fundraising - Hike Corp Donation	50.00	
Fundraising - Hike Total		<u>24,475.28</u>
Membership Dues		1,640.00
Windows Campaign		3,670.00
Auction Donations FMV	0.00	
Less; Loss on Disposition	0.00	
Net Auction Proceeds		<u>0.00</u>
Net Sales		<u><u>58,724.56</u></u>

Other Revenue

Miscellaneous Revenue		<u>210.00</u>
Total Other Revenue		<u><u>210.00</u></u>

TOTAL REVENUE 58,934.56

EXPENSE

Payroll Expenses

Wages & Salaries		35,700.00
EI Expense		914.68
CPP Expense		1,600.65
Employee Tax Expense		<u>0.00</u>
Total Payroll Expense		<u><u>38,215.33</u></u>

General & Administrative Expenses

Accounting & Legal		0.00
Newsletter Production	687.00	
Other Communication	<u>253.50</u>	
Communication Expenses Total		940.50
Business Transaction Fees		28.59
Licensing Fees and Dues		0.00
Courier Fees	20.00	
Fundraising Postage	125.50	
Newsletter Postage	254.50	
General Postage	<u>0.00</u>	
Courier & Postage Total		400.00
General Meeting Expenses		38.76
Hike For Hospice Expenses	1,791.62	
Angels In Memory Expenses	<u>1,944.44</u>	
Fundraising Expenses Total		3,736.06
Insurance		2,727.00
Interest & Bank Charges		1,369.59
Admin Fees & Int.		34.29
Office Supplies		611.68
House Supplies		153.08
Furnishing and Equipment		3,213.32
Windows Reserve Expense		3,670.00
Property Taxes		2,916.00
Conference Fees and Expenses		578.66
Miscellaneous Expenses		100.88
Repair & Maintenance		1,493.99
Telephone - Spring Street	272.90	
Security	200.00	
Water	465.03	
Lights	711.96	
Oil	<u>4,415.46</u>	
Utilities Total		6,065.35
Internet fees		<u>641.82</u>
General & Admin Expenses Total		28,719.57

Programs and Services Expenses

General Educational Resources		65.00
General Bereavement Program Exp.	<u>12.90</u>	
Bereavement Program Exp. Total		12.90
Palliative Education Resources	<u>60.00</u>	
Palliative Care Prog. Expense Total		<u>60.00</u>
Programs & Serv. Expenses Total		<u>137.90</u>

TOTAL EXPENSE **67,072.80**

NET INCOME **-8,138.24**

Programs and Services Report 2012 - 2013

AGM, March 20, 2013

This year was an active one for Programs & Services. Shortly before the last AGM, we started the **Bedford Sunshine Room**, which offers Therapeutic Touch and Reiki treatments to both caregivers and their loved ones living with a life-limiting illness. Those services take place the second and fourth Thursdays of each month. We also started offering a Care Givers Support Group once a month.

In the fall, I offered a half-day palliative care upgrade for those members who had taken palliative care volunteer training either from us or from other organizations in the past. Four people took advantage of that. Also, Euna Ferguson and I offered a full **volunteer training program** which met the requirements of the Provincial Hospice/Palliative Care Association. Nine people successfully completed that program. Several of those volunteers are now working on the QE11 Palliative Care Unit.

We are now in the process of setting up a **volunteer component at the Cobequid Palliative Care Clinic** to assist the staff and provide a supportive and friendly atmosphere for the clients there.

On the 24th of this month, we will have a **display** at the celebration of a "Culture of Compassion" at the Mount. We're looking forward to the opportunity of promoting our programs at that venue.

Next month we are to begin our most ambitious program to date. We will be offering the program, **"Pryor House Living Room"** on the first and third Thursdays of each month. This will enable people living with a life-limiting illness who are mobile, able to take their own medications, and mentally alert to be able to enjoy some time away from home in a safe environment. We will be offering games, crafts, and legacy projects, as well as gentle chair exercises. Scheduled foot care and other services will also be available. We will also be asking participants for their ideas for activities. Of course, it will also be perfectly acceptable to sit quietly or read or have some computer time. We will be providing a hot soup and bread; participants will be asked to bring a brown bag lunch.

Last, but certainly not least, is a report on our oldest continuous service, our **grief support group**. The report was written by our bereavement coordinator, Jen MacDonald.

"The bereavement program has served sixteen clients in the past year, many of whom attend off and on over the course of the year. The Halifax site was abandoned last June after the numbers showed it did not warrant offering evening support in the city. The program is now offered twice monthly on Saturday mornings in Bedford. The average number of participants at each meeting is around four to five people. The program serves the needs of those who, for a variety of reasons, are drawn to the ease of the drop-in option. For many participants the Hospice has provided the only avenue for bereavement support, however, some have completed other time lined programs and/or sought support from additional groups or one on one counselling. This is something actively encouraged if there is additional need for support, for example after the loss of a child or the loss of a loved one to suicide.

Since taking over the program in November 2010 I have been fortunate to retain 5 volunteers who have remained committed to the program. The facilitators are Mary Himsl, Margo North, Jocelyne Tranquilla, Debra Boltz and Ken Penrose. I endeavor to maintain a high degree of continuity in terms of facilitation so that the participants feel safe.

I anticipate that the bereavement program will continue to do well and grow as the Hospice Society continues to expand and develop community awareness". Jen MacDonald

Respectfully Submitted,

Jacquie Bell, Director, Programs and Services

Annual General Meeting Minutes, March 29, 2012

Opening Remarks: Fred McGinn, Board Chair, welcomed members and friends to the AGM. He gave a particular thanks to the volunteers for their work this past year in continuing the renovations of the House. Fred stated that this home will always be the heart and soul of the Hospice Society, and we will continue to provide services here to patients and their families and maintain our office here. Unfortunately, it will not be able to be used as a residential hospice because of structural issues.

The goal of providing residential hospices in HRM remains the purpose of the Society, however. With the realignment of Capital Health (the decision to start planning the destruction of the older buildings at the VG site), an opportunity has opened up for us to participate in planning a hospice centre of excellence. Rob Horton is leading the charge on promoting such a centre. These are very exciting times, and Vicky Sullivan, Director of the Cancer Care Program at Capital Health, will make a presentation on our proposal.

Fred also mentioned how fortunate it has been for us to have Marguerite White as our office manager; this has been a wonderful change for the life of the Society.

Approval of 2011 Minutes: approved by a show of hands.

Business Arising from Minutes: As there was no previous business arising from last year's minutes to discuss, Fred invited Betty Morton to talk about the Hike for Hospice, scheduled for the first Sunday in May. The route will be from DeWolf Park, will go up the Bedford Highway, then swing down to the waterfront drive and back to the Park. All are encouraged to walk, and for those registering early there will be an opportunity to win a nice prize. Everyone registering before April 22nd will be eligible for the "early bird draw".

Treasurer's Report: Bob MacKinnon presented the report (attached) which was found in the Annual Report, circulated at the meeting. It was pointed out that even though our revenue decreased this year, primarily because of challenges around the Hike for Hospice, our expenses also decreased, so there was an excess of revenue over expenses. We have around \$80,000 in cash in a bank account, but around half of that will be put in an investment account in order to earn a little money. There was a show of hands for approval of the treasurer's report.

Presentation and Election of Board: Rob Horton asked each board member to introduce him or herself and tell how they got involved in the Hospice Society. Those present, in addition to Rob, were Fred McGinn, Bob MacKinnon, Jacquie Bell, Betty Morton, Peter Delefes, Kathleen MacKinnon, Stephanie Connidis, and Gail Ellsworth. Rob then spoke about Judy Simpson and Grace McConnell who were unable to attend. Nominations were then open to the floor. Peggy McCallum was nominated from the floor and added to the list. The board was approved by a show of hands.

Program: Vicky Sullivan then presented a power point presentation entitled "Towards Keeping our Promise, A Proposal to Establish a Residential Hospice Centre of Excellence in Capital Health." She pointed out that we have an excellent tertiary unit at the VG site, and a good home care program, but we are missing an intermediate unit. There needs to be an alternative for people who can't stay in their own home but don't need to be in hospital. Across the country there has been a lot of work done creating residential hospices. Frazier Health in B.C. has done exemplary work in providing guidance for setting up hospice services. A lot of the information in this presentation came from Frazier Health. Paula Bonds, one of the VP's for Capital Health, was presented with the information from this power point presentation (attached) and is supporting the efforts of the Hospice Society.

We are proposing that the sustainable operation of residential hospice beds could come through a realignment of acute care dollars, so new dollars would not have to be added to the Capital Health budget. It will be embedded with facilities so it will be part of the over-all planning for the realignment of Capital Health services. Chris Powers, the CEO for Capital Health, has given her support for the project.

Further discussion brought out the following points: As we go forward, hard numbers will be needed, but it's clear that based on the average cost of beds now, there will be a big savings. We are hoping for 100% of the operating costs to be from the Province through Capital Health. We've put in a proposal to the Rotary organizations in the area for funds to build a residential hospice. A couple of their groups have gotten interested in our House and have fixed up one room and will be renovating the upstairs bathroom. This has apparently sparked their interest for doing a bigger project, and we're hoping they'll choose ours.

Fred, Rob, and Stephanie will keep us informed as planning continues with Capital Health. This is a very exciting time for us.

Adjournment: Meeting was adjourned at 8:45 pm and everyone was invited to enjoy refreshments and conversation.

Board of Officers and Directors 2012/2013

Officers

Fred McGinn, Acting Chair
Dr. Stephanie Connidis, Co-Chair
Bob MacKinnon, Acting Treasurer

Directors

Gail Ellsworth
Grace MacConnell
Judy Simpson
Peggy McCalla
Peter Delefes

Resigning Board Members

Betty Morton
Jacquie Bell
Kathleen MacKinnon
Dr. Robert Horton

Board of Directors Nominations 2013/2014

Returning Officers/Directors

Fred McGinn
Judy Simpson
Bob MacKinnon
Grace MacConnell
Peggy McCalla
Peter Delefes
Dr. Stephanie Connidis
Gail Ellsworth

Nominations of Board Directors - Vacancies

Legal
Public Relations
Financial
Fundraising
Secretary

Membership List 2012/2013

Hashem Abou-Shahla	Katharine Derrick	Laraine MacDonald	John Owen
Lely Abud	Kim Dompierre	Liz MacDonald	Darleen Pike
Carol Anne Ando	Victor Drisdelle	Jamie MacDougall	Dave Pike
Margaret Archibald	Bonnie Druhan	Paule MacInnis	Michelle Pinfold
Kathy Aucoin	Heather Dymont	Bob MacKinnon	Carol Pottie
Cathy Baker	Andrea D'Sylva	Ann MacLean	Joseph Pratt
Brenda Baker-Milne	June Edwards	Sharon MacLeod	Beth Pyesmany-Arsenault
Doris Balch	Paulette Edwards	Kevin MacPherson	Scott Rappard
Marlene Barnett	Gail Ellsworth	Fletcher Madden	Catherine Regan
Judith Bates	Jan Evans	Norma Mastrangelo	Holly Ross
Stephen Bates	Euna Ferguson	Ann Matthews	Gaby Roughneen
Jacquie Bell	Maureen Fraser	Peggy McCalla	Elizabeth Salton
Patricia Bell	Gabrielle Gietzen	Nancy McCombs	Susan Sherwin
Stephen Bell	Belinda Gray	Grace McConnell	Sybil Sidebottom
Sylvia Bell	Dawn Green	Mary S. McDonald	Dianne Simister
Tom Bell	Donna Hanczaryk	Angela McFadden	Judy Simpson
Diane Birch	Alex Handyside	Fred McGinn	Lorene Simpson
Naomi Black	Wendy Hayter	Paul McIntyre	Michael Speraw
June Bourque	Karen Hazelden	Kathleen McKinnon	Sue Stewart
Barry Braun	Christine Heggelin	Jessica Metter	Betty Theriault
Gina Burgess	Melissa Hodgett	Barbara Miller	Glenna Thornhill
Marcy Busch	Robert Horton	Winifred Milne	Allan Tobacca
Lynn Butler	Todd Howlett	Sass Minard	Alan Tottman
Ann Cant	Karen Hyde	Elizabeth Mitchell	Robert Vogler
Gillian Childs	Barbara Jannasch	Betty Morton	Shari Vogler
Brenda Coish-Ginn	Annis Jones	Lori Morton	Anthony Webb
Andrew Connidis	Charles Kalinsky	Paddy Muir	Janice Webber
Stephanie Connidis	Mike Kennedy	Karin Myers	Marguerite White
Mary E. Cooley	Catherine King	Gordon Neal	Linda Wilke
Elizabeth Cooper	Patricia Kipping	Karen Nieuwland	Susanne Willett
Elizabeth Cowley	Ethel Kostman	Thomas Nolte	Rosemary Williams
Phillip Cox	Martin Lajoie	Maureen Nowlan	Rose Wilson
Rosalie Crosby	Nora Landry	Joanne Noye	S. Elizabeth Wright
Beverley Deelstra	Teresa Lee	Sheila Nunn	
Peter Delefes	Tina Litven	Kim Oatway	
Karen Dempsey	Jennifer MacDonald	Tim Outhit	