



ACTIVITIES REPORT

EXECUTIVE SUMMARY

Since my last report we have moved into our fall schedule for many of our ongoing programs. Schedules have been established for the Husky Breakfast Program and the Seniors Inclusion Program. The fall concert schedule has been established and once again rentals at the church for the month of December will offer the Centre an opportunity to generate free will donations.

Our AGM took place on October 21st and was well attended with year end reports provided covering an extended operational year. Other activities included a review of Policies and Procedures Handbook, preparation of applications and proposals to government and sponsors.

Several key activities that will impact future operations of the Centre have developed or are developing and I will touch on those individually in the Activities and Opportunities section of the report.

ACTIVITIES AND OPPORTUNITIES

1. Strategic Work Group

The Strategic Opportunities Report is now in the hands of the SWG and is currently being reviewed. A special meeting between the Church Council and the Jimmy Pratt Board will be scheduled. This may have already taken place before the report is tabled at the November 21st. board meeting. The council has decided to hold the implementation of the report until the return of Rev. Peter which is anticipated to be January 2nd. 2019. It is envisioned that activation of this plan document will have far reaching and positive affect on future operations of the Centre.

2. Administration

On November 21st, 2018, a new Executive Committee will be elected and will serve of lead officers in the coming years to move the Jimmy Pratt Centre forward into new programming and expanded services. As many have suggested, it is time to move on to capture and activate the various elements of our mission statement and plans.

Our final financial figures and the first draft of a budget for 2019 are in the process and once again fundraising will be key to a balanced budget. Early indications are that while we will not generate a surplus in 2018, we will balance our budget and avoid a deficit position.

3. Parking Lot

As some of you may be aware, it is very likely that the parking lot will be sold and thus eliminate our ability to generate revenue from evening rentals. Parking, while an issue at this point with respect to rentals and program delivery, has not affected our sponsors and volunteers. This may not be the case in January and onward. Alternate parking will need to be established and new revenue generation ideas will also be needed. These may evolve from the Strategic Work Plan.

4. Programs and Grants

Thus far we have applied for the following grants and sponsorship support.

Community Living	Senior's Inclusion	Approved	\$ 11,000.00
City of St. John's	Jimmy Pratt Centre	Pending	\$ 3,000.00
Husky Energy	Breakfast Program	Pending	\$ 5,000.00
Mission & Service	Program Grant	Pending	\$ 15,000.00
New Horizons SC	SucSeed Program	Pending	\$ 19,000.00

As one of the select charities in the 2018/19 Gifts with Vision donation calendar. I am anticipating a cheque in December. The Calendar runs from October 2018 to September 2019. Based on past experience, we will probably receive up to 8k over that time period.

5. Sponsorship

While we have had considerable success in generating new sponsors, it has come with a cost or a potential problem. With all Friday openings booked for at least three or four months in advance this eliminates the potential for new sponsors in a timely manner. For example, if a company calls looking to sponsor a Friday, they expect to be scheduled within a couple of weeks or at least within a month. It is almost embarrassing to have to tell someone in November that the earliest date available is in February. We need an "open Friday" once a month. I have discussed this with the team managers and also with The Delta as a consideration for future partnership.

6. Policy Guidelines

Over the past several months the ad-hoc committee (Linda, Anne and myself) have been reviewing the original operational policy guidelines and making suggested changes to the existing document. Additionally, several new areas are being drafted to help monitor spending and offer a consistent approach to purchasing and sponsor invoicing. Bill Lewis, a chartered accountant and volunteer with the Centre has agreed to work with the committee. A draft document will be available by the end of the calendar year.

7. The Future

The coming fiscal year will certainly be a year of positive change with expected program growth and new innovative initiatives in socioeconomic development. Additionally, new fundraising efforts will alien the Centre with the Strategic Opportunities as identified in the SWG Plan.

Based on the revised by-laws, the work of the transition team, the strategic opportunities plan and new program development, the Centre will need to make several adjustments to meet the demands of future operations.

One final note on Hot Soup Cool Jazz. Accountable by the board for 2018 is necessary. As fiduciaries of the public purse, the board has the responsibility to ensure that all monies are spent and accounted for based on sound principals of accounting. I have listed the items in my last report that need to be included in a financial report from HSCJ. These items would ensure due diligences by our board.

Thanks to all those that have offered their services to the Jimmy Pratt Centre and congratulations to those that were elected or appointed to this year's executive. I look forward to working with you in the months to come.

George Parsons

Programs Manager

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