



21 June 2023

Annual Report
2022/2023

Valley Hospice
Foundation



Report from the Chair

Annual General Meetings are both a time for renewal and a time when we are reminded that, yet another year has passed.

Ours has been a year of collaboration that has shaped a set of priorities that are now embedded in all that we do. Early this year we announced our priorities to include enhanced grief and bereavement programs, a new music therapy program, communication and public awareness, and enhanced support for the Annapolis Valley Palliative Care Program.

Valley Hospice Foundation is committed to supporting palliative care across all care settings. Our opportunities to meet and work with the professionals who are part of the Valley Hospice care team and the Annapolis Valley Palliative care team this year have been both rewarding and humbling experiences. We thank the team leaders, Kate Mason and Janet Carver who continue to engage with us as we strive to raise our game to better serve our community.

We are excited with the prospect of enhanced programs that are just ahead of us.

We are grateful for the public's support of our winter fundraising that is allowing a new program in music therapy to move forward. A part time music therapist is being hired to support patients and their families both in the Hospice and in their homes through our partnership with Nova Scotia Health.

Over the past year we have been pleased to continue our support of the Friends in Bereavement Support Groups that take place in Kentville, Berwick and Bridgetown.

Most visible to the public is how the Valley Hospice residence fits into our community. There are several ways that the Foundation supports the Hospice, like the addition of mini fridges for the bedrooms, upgrading the bedside tables and lighting and keeping the gardens going. We are proud to continue to support this valued and caring place for the Annapolis Valley and the care and comfort needs of the residents and their families.

We take this opportunity to thank Susan Miles for her leadership of the Palliative Care Volunteer Program which thrives both in the community and in the Hospice. Susan will be leaving the program to embark on a well-deserved second retirement.

In 2020, I was honored to accept the Chair's gavel and to serve atop the shoulders of past Chairs, board directors, staff, and thousands of volunteers who through their dedication and perseverance have made our Valley Hospice possible.

During my term as Chair, we have welcomed new board members, populated new committees and embraced new challenges. I cannot express enough how wonderful it has been to work alongside such a dedicated board of directors, who I will miss very much as I now complete my time with the Valley Hospice Foundation. Finally, many thanks to Dale Sanford, our Coordinator, who has supported and guided me in this role and continues to be committed to serving our Foundation as well as collaborating with staff both within the Hospice and the Annapolis Valley Palliative Care Program.

Thank you for your support over the past few years, and for being such an important part of this journey going forward.

Martha Stewart, Chair

No act of kindness, no matter how small, is ever wasted. ~Aesop

Fund Development

The Fund Development Committee remained busy as Nova Scotia slowly began to rise from the COVID pandemic emergency. We welcomed Lynne Harrigan to the Fund Development team, and as always, we received support from other board members and our community at large to volunteer on event days.

The Hike for Hospice & Palliative Care returned as an in-person event on May 1, 2022, and we welcomed close to 100 participants despite a cool and rainy day. The Kentville Lions Club graciously hosted VHF at its location, and hikers walked Kentville's Harvest Moon Trail and Miner's Marsh. Several virtual hikers also joined in online, and together, we met our ambitious fundraising goal. Thank you to our community on a job very well done during this phase of the COVID pandemic!

Gardens are important to the peaceful, natural environment of the Valley Hospice; each year we look forward to the beautification of the Hospice grounds by our garden volunteers. On July 17, 2022, Joe and Susan Ueffing offered their beautiful garden property *'sHeerenbosch* for the VHF to host an Open Garden Party. Despite the rain, close to 100 guests attended, and we thank our wonderful hosts for inviting us to *s'Heerenbosch*.

Summer 2022 saw us busily planning the second *HoliStay Raffle: Experiences That Make a Difference*. The Raffle launched in September and concluded at the VHF Holiday Party, held at Maritime Cider on November 19, 2022. It was wonderful to gather in person again, experience live music and entertainment, and celebrate a successful year. The funds raised from the 2022 Raffle are allocated to hire a part-time music therapist to work with the residents of Valley Hospice and their families and caregivers.

This past year we issued a newsletter in April 2022 and in November 2022. Our newsletters remain an important tool to keep donors and community members informed of both VHF activities and educated about hospice and community-based palliative care. The newsletters also serve as a vehicle to generate funds, including our "Circle of Care" monthly giving program.

We recognize donors annually on our virtual donor wall which can be found on our website: www.valleyhospice.ca. Tributes and in memorial gifts continue to be acknowledged regularly through local media.

In February 2023, Terri Milton took on the position of Fund Development Chair to fill Brenda Wallace-Allen's exceptionally big shoes. Brenda's contributions to VHF and its Fund Development Committee cannot be exaggerated, and we thank her for her ongoing commitment to Hospice and Palliative Care in the region.

Fund Development Committee: Terri Milton, Gail Gordon and Lynne Harrigan

Governance - Board Evaluation Committee

The Valley Hospice Foundation Board is responsible for achieving the organization's social mission and ensuring that the organization is viable. It is also responsible to ensure that the processes for making and implementing decisions will continue to advance these principles, its strategic plan, and mission.

The ad hoc Governance Board Evaluation Committee was formed to establish a process and a tool by which the effectiveness of the Valley Hospice Foundation Board's purpose and direction, its committees, and each Board member could be assessed.

The ad hoc Governance Board Evaluation Committee revised the Board Evaluation tool in the spring of 2023 based on feedback provided by participants in the initial evaluation. The committee administered it to the Board in May 2023. Each Director was able to respond anonymously, and responses were received from 10 of the 11 Directors. The Board Evaluation Tool posed 59 questions in the following seven key areas:

- A. Board Roles and Responsibilities; Staffing & Equipping Board Members; Board Policies
- B. Board Committees and Meetings
- C. Strategic Planning
- D. Foundation Programs & Fund-Raising
- E. Board Oversight of Financial Activities & Legal Matter
- F. Board Oversight of Personnel Management
- G. Board Participation and Morale

The results were tabulated and will be reported to the Board in September at the first meeting of the Board following the summer break.

Board Evaluation Committee: Gerry Morey, Sue Thomas, and Colin Marshall

Finance Committee Report

The Finance Committee is responsible for the oversight of all financial matters and assists the Board in fulfilling its duties regarding financial stewardship, reporting, and legal compliance.

The Valley Hospice Foundation adheres to a Board approved annual budget. The budget is a result of a process that is led and monitored by the Finance Committee, and involves input from the Executive, Fund Development, and HR/Program team.

Total assets of the Valley Hospice Foundation as of March 31, 2023, are recorded to be: \$1,050,145.

The portion of assets that are invested is valued at \$673,038, and a GIC valued at \$232,500. Investments are strategically invested on both a long and short-term basis, among several classes of assets to reduce the risk of investment volatility.

The Valley Hospice Foundation's audited statements are available to the public for review.

Our 2022/23 financial results reflect that the Foundation is ready and prepared for the future enhanced programs that are just ahead of us, and the many new opportunities that will surely arise.

We are cognizant that timeframes for starting new programs have been unpredictable for our healthcare partners during this period of recovery from the pandemic. We look forward to building on our support of Hospice and Palliative Care in the Annapolis Valley.

- A total of \$8633 was spent for enhancements to the Valley Hospice residence that included mini fridges, bedside tables and lamps and garden development projects.
- \$5,282 was spent on "Care and Comfort" items for Hospice residents, and their families. (Specialized night gowns, guest slippers, personal items, pantry items, taxi fares, and special occasion celebrations).
- \$13,070 was granted to the Friends in Bereavement Program. The program offers support groups in Kentville, Berwick and Bridgetown, however a portion of the program was forced to pivot to virtual meetings due to the risks of Covid still present in the community.
- \$3001 was directed towards professional education benefiting RNs and Social Workers from both the Palliative Care team and the Hospice Team.
- \$10,000 donation was made to the Fidelis House Society in support of the new addition that will provide accessible, affordable and comfortable lodging next to the Hospice that families and staff can access when needed.

Finance Committee: Mike Townsend, Chris Maynard and Wayne Woodman

Succession Planning and Nominating Committee

The Valley Hospice Foundation will see the departure of the Chair, Martha Stewart, after a significant period of excellent service and contributions to the Foundation in many roles. Three other Directors whose terms expire in 2023 have reoffered for another 3-year term.

Succession Planning and Nominating Committee (SPAN)

The SPAN Committee continues to search for qualified individuals for the areas of Fund Raising, Event Planning, a representative of the Business Community and First Nations representation. This search will continue, and candidates proposed to the Foundation through the year.

Note: Directors shall be eligible for re-election in accordance with Article 24 of the By-Laws of the Valley Hospice Foundation.

If these recommendations are approved, the Board for 2023-2024 will be:

Name	End of term on Board
Leo Glavine	31 March 2025
Gail Gordon	31 March 2024
Lynn Harrigan	31 March 2026
Chris Maynard	31 March 2024
Colin Marshall	31 March 2025
Terri Milton	31 March 2024
Gerry Morey	31 March 2026
Sue Thomas	31 March 2025
Mike Townsend	31 March 2026
Wayne Woodman	31 March 2025

SPAN Committee: Gerry Morey