



**Pacific Peoples' Partnership**  
**Annual General Meeting, 2014-2015**

December 8, 2015, 7:00pm  
Alcheringa Gallery, 621 Fort St.  
Victoria, British Columbia

**Annual General Meeting Agenda**

1. Call to order and opening remarks
2. Approval of the agenda
3. Introductions
4. Approval of the AGM minutes of December 10, 2014
5. President's Report and PPP Staff Reports
6. Auditor/Treasurer Report
  - a) Adoption of the Financial statements for 2014-2015
  - b) Appointment of an Auditor for 2015-2016
7. Membership Ordinary Resolution
8. Election of the Board of Directors
9. Other business and announcements
10. Adjournment

**Pacific Peoples' Partnership**  
**Annual General Meeting, 2013-2014**

December 10 2014, 7:00

Alcheringa Gallery, 665 Fort St. Victoria BC

**In attendance:** April Ingham, Eugene Lee, Morgan Slavkin, Andrea Clark, Mua Va'a, Vance Gardner, Dr. John Moore, Kat Zimmer, Elaine Monds, Susan Albion, Andy Nystrom, Dana Levine, Kirk Schwartz, Alison Gardner, Peter Gardner, Michael F.H. Halleran, Cathy Quann-Youlden, Bob Crane, Martin and Angèle Segger, Carlo Scarabelli, Doreen Albion, Mere Sovic (+2 family members)

**Regrets:** Dr. Carol Mayer, Natasha Teagai, Troy Hunter

1. **Call to order** at 7:17 and welcoming remarks from Eugene
2. **Approval of AGM minutes of December 2, 2013**
  - Michael F.H. Halleran notes that his name was misspelled.
  - John moves to approve the minutes. Michael seconds. All in favour.
3. **President's report:** This is Eugene's last term as President. The organization will be celebrating its 40<sup>th</sup> anniversary in 2015. New changes at the federal level may offer new funding opportunities.
4. **Executive Director's Report:** April introduces office team members Andy, Dana and Alexandra (regrets). She highlights successes from the Annual Report: two women's cooperatives have been built; new opportunities are emerging to be involved in HIV/AIDS programming in West Papua; Pedalling for Papua finished up with a 3-day tour with the film *Isolated*; One Wave Festival included South Pacific artists Teddy Balangu, Jeke Lagi, and Alpha Solong; and the Pacific Arts Association 2013 co-hosted with Dr. Carol Mayer at UBC culminated in a 3-day Coast Salish territories tour for Pacific visitors. PPP has been working with Teddy Balangu to secure funding for new water tanks in Palimbe in the Sepik River region. In 2015, PPP will be hosting a Pacific Networking Conference combined with One Wave Festival. April introduces *Raven & Cenderwasih*, Tok Blong Pasifik's special edition published in Indonesian.
5. **Financial Report:** Susan notes new changes regarding auditing and review requirements. Audits will be much more expensive and extensive. Les Obee, who has conducted audits for PPP in the past, is no longer in a position to do audits. Last year, PPP appointed Les to do an audit but this was not completed. Only a review was done this year. When the statements came back from the new reviewer today, the numbers were not completely the same as those in the Annual Report in terms of how the reviewer set out the amounts, but the bottom line is not substantially different. Schell Associates can do a "Note to Reader" this year; an audit will likely not be necessary.
  - **Adoption of Financial Statements for 2013-2014:** Susan moves to approve the Statements. Peter Gardner seconds. All in favour.
  - **Appointment of an auditor for 2014-2015:** Susan moves to appoint Schell Associates to either review the statements or produce a "Note to Reader," based on what is required. Vance seconds. All in favour.
6. **Election of the Board of Directors:**
  - Eugene presents the recommended slate of directors for re-election.
  - Andrea moves to elect the recommended slate of directors to the board. Seconded by Peter Gardner.

- Eugene asks for other nominations from the floor.
- April nominates Kirk Schwartz for the single vacant position.
- Kirk Schwartz accepts the nomination.
- Michael moves to close the nominations. Peter Gardner seconds. All in favour.

**7. Other Business and announcements:**

- Susan Albion, Vance Gardner, and Eugene Lee are recognized for their years of contribution as they are leaving their positions (Eugene continuing on as a regular board member). As new president, Mua offers an acknowledgement to them on behalf of peoples of the Pacific.
- Alison Gardner and Kirk Schwartz are introduced and welcomed as new board members.

**8. Adjournment:**

- Andrea moves to adjourn. All in favour.

## **7. Ordinary Resolution #1 Membership:**

### **PPP Annual General Meeting Fiscal 2014/15**

#### **Membership**

PPP Board of Directors routinely ratify new members at our Board Meetings. Over the course of 2014-15 we ratified 8 new members. Including David Kim Milburn, Leslie Dickirson, Ger Cawdell, Adam Chapnick, Kirk Schwartz, Andy Nystrom, Margaret Critchlow, and Eric St. Pierre.

#### **Current Members 302**

- 4 Economy Members
- 34 Family Members
- 170 Individual Members
- 94 Lifetime Member

In order to ensure compliance with our By-laws, we are presenting an Ordinary Resolution #1 for Membership. This is to ensure that Board Directors are PPP Members prior to election to the Board.

## **7. Ordinary Resolution #1 Membership:**

Be it resolved that the following individuals have been nominated and accepted for full membership with PPP as of December 8, 2015:

**Siobhan Powlowski**

## 8. Election of the Board of Directors 2015-2016:

Each year ideally 6 positions on the PPP Board of Directors will be up for renewal or election for a two year term. The following list summarizes current directors and provides a potential slate for the remaining positions for our voting member's consideration.

### Board of Directors List December 8, 2015

#### Currently Serving Year Two of a Two Year Term:

Eugene Lee (Signing Authority)	Dr. John Moore
Kat Zimmer (Vice President)	Elaine Monds (Signing Authority)
Kirk Schwartz	Alison Gardner

**Retiring from the Board: Morgan Slavkin and Natasha Teagai (resigned due to move)**

#### Potential Slate of Directors to Re-elect for a Two Year Term:

Muavae Va'a (President)	Andrea Clark (Treasurer, Signing Authority)
Dr. Carol Mayer	Troy Hunter

#### Two POSITIONS AVAILABLE:

##### Two Year Term (Two to be elected)

1. **Paul Vandermade:** Originally from Huntington Beach, California, Paul relocated to Victoria, BC in 2009. Paul is a natural innovator and problem solver with a strong business sense and foresight. A former business owner, who has led multiple employees at his 3 retail locations, Paul combines his knowledge of the local real estate market with his international background in manufacturing, distribution, and retail to offer his foreign clients/investors the detailed service they're accustomed to. As an active member of the South Pacific community on southern Vancouver Island, Paul is the proud sponsor of the South Seas 7's Rugby Club. He currently coaches son Karras' in his U5 Soccer Team. Paul has served on the New Member Advisory Group of the Victoria Real Estate Board and has sat on the Strata Council of many of his properties since 2010. Paul has also been a staunch supporter of The Salvation Army-Victoria since 2012.

2. **Siobhan Powlowski:** Siobhan was raised in the South Pacific. The majority of her time was spent in Lolowai, on the island of Ambae in Vanuatu. She was raised according to her community's values, and was adopted into a local family. Siobhan maintains many of these ties still, and takes a keen interest in public education surrounding the Pacific Islander response to climate change. Siobhan has completed a BA with honors in Political Science, including a thesis on the politics of education in the global South. She now works in community development, developing programs and acting as an advocate for marginalized members of our community.

--Names from the floor?

**Motion to approve Recommended Slate of Directors**

**PACIFIC PEOPLES' PARTNERSHIP ASSOCIATION**

**FINANCIAL STATEMENTS**

(Unaudited)

**JUNE 30, 2015**

**DRAFT**

Schell and Associates  
*Certified General Accountant*

# PACIFIC PEOPLES' PARTNERSHIP ASSOCIATION

JUNE 30, 2015

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**PACIFIC PEOPLES' PARTNERSHIP ASSOCIATION  
REVIEW ENGAGEMENT REPORT**

**DRAFT**

To the Directors of  
Pacific Peoples' Partnership Association

I have reviewed the statement of financial position of Pacific Peoples' Partnership Association as at June 30, 2015 and the statements of operations and changes in net assets and cash flows for the year then ended. My review was made in accordance with Canadian generally accepted standards for review engagements and accordingly consisted primarily of enquiry, analytical procedures and discussion related to information supplied to me by the company.

A review does not constitute an audit and consequently I do not express an audit opinion on these financial statements.

Based on my review, nothing has come to my attention that causes me to believe that these financial statements are not, in all material respects, in accordance with Canadian accounting standards for not-for-profit organization.

Victoria, BC  
December 8, 2015

CHARTERED PROFESSIONAL ACCOUNTANT



**PACIFIC PEOPLES' PARTNERSHIP ASSOCIATION**

**STATEMENT OF FINANCIAL POSITION**

**JUNE 30, 2015**

**ASSETS**

	<u>Operating fund</u>	<u>Capital fund</u>	<u>TOTAL 2015</u>	<u>TOTAL 2014</u>
<b>CURRENT ASSETS</b>				
Cash	\$ 64,742		\$ 64,742	\$ 22,408
Accounts receivable	8,862		8,862	-
GST recoverable	369		369	449
Prepaid expenses	1,138		1,138	618
Endowment fund	30,023		30,023	23,355
	<u>105,134</u>	<u>-</u>	<u>105,134</u>	<u>46,830</u>
<b>CAPITAL ASSETS (note 1b and 2)</b>		2,050	2,050	2,050
	<u>\$ 105,134</u>	<u>\$ 2,050</u>	<u>\$ 107,184</u>	<u>\$ 48,880</u>

**LIABILITIES**

<b>CURRENT LIABILITIES</b>				
Accounts payable	\$ 2,500		\$ 2,500	\$ 481
Payroll liabilities	951		951	446
Deferred revenue (note 3)	92,199		92,199	36,428
	<u>95,650</u>	<u>-</u>	<u>95,650</u>	<u>37,355</u>

**FUND BALANCES**

<b>FUND BALANCES</b>	<u>9,484</u>	<u>2,050</u>	<u>11,534</u>	<u>11,525</u>
	<u>\$ 105,134</u>	<u>\$ 2,050</u>	<u>\$ 107,184</u>	<u>\$ 48,880</u>

**APPROVED ON BEHALF OF THE BOARD:**

\_\_\_\_\_  
President

\_\_\_\_\_  
Treasurer

**DRAFT**

See accompanying notes to the financial statements.

Unaudited

Schell & Associates  
Certified General Accountant

# PACIFIC PEOPLES' PARTNERSHIP ASSOCIATION

## STATEMENT OF OPERATIONS - OPERATING FUND

**FOR THE YEAR ENDED JUNE 30, 2015**

REVENUE	Sepik River	Pedaling for Papua	Strategic Planning	Woman's Project	Education and Outreach	Esmonde Legacy	Cyclone Pam	Chisel Fund	West Papua	World Water	One Wave	All Other	TOTALS 2015	TOTALS 2014
DEFERRED REVENUE, beginning of year													\$ -	\$ 69,359
Donations - Canada					5,017	350	6,025		14,752	6,000	1,475		33,619	44,613
Donations - other							43				2,000		2,043	5,570
Administration													-	-
CIDA													-	-
Events					330		5,394				288		6,013	155
Gaming Commission					27,000								27,000	27,000
Grant													-	-
Interest					21		0		1				22	24
Miscellaneous					221						445		667	300
Other federal funding					13,560								13,560	-
Deferred revenue, end of year													-	(36,428)
	-	-	-	-	46,150	350	11,462	-	14,753	6,000	4,209	-	<b>82,924</b>	110,594
<b>EXPENDITURES</b>														
Accounting and legal					5,262								5,262	2,520
Advertising				-	773								773	2,386
Communications					2,066								2,066	2,022
Event expenses					457		3,832				1,672		5,961	3,634
Expenses - Tok Blong													-	-
Honorarium											1,520		1,520	2,840
Insurance					2,588								2,588	2,459
Materials and supplies					708		48				75		832	1,564
Memberships					691								691	703
Program delivery costs					190		4,582		4,361		208		9,341	25,721
Rental					4,920								4,920	4,920
Salaries/contractors					30,205				10,652				40,857	38,970
Travel					266	1,855				6,000			8,120	21,210
	-	-	-	-	48,126	1,855	8,462	-	15,013	6,000	3,475	-	<b>82,931</b>	108,948
<b>NET (DEFICIT) EXCESS</b>	\$-	\$ -	\$ -	\$ -	\$ (1,976)	\$ (1,505)	\$ 3,000	\$-	\$ (260)	\$ -	\$ 733	\$-	<b>\$ (7)</b>	\$ 1,646

See accompanying notes to the financial statements.

Unaudited

Schell & Associates  
Certified General Accountant

**PACIFIC PEOPLES' PARTNERSHIP ASSOCIATION**  
**STATEMENT OF OPERATIONS - CAPITAL FUND**

**FOR THE YEAR ENDED JUNE 30, 2015**

	<u>2015</u>	<u>2014</u>
<b>REVENUE</b>	\$ <u>-</u>	\$ <u>-</u>
Transfers (to) from Operating Fund	-	
<b>EXPENDITURES - Amortization</b>	<u>-</u>	<u>-</u>
	-	-
<b>NET EXCESS (DEFICIENCY)</b>	\$ <u><u>-</u></u>	\$ <u><u>-</u></u>

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See Accompanying Notes to the Financial Statements  
Unaudited

Schell & Associates  
Certified General Accountant

**PACIFIC PEOPLES' PARTNERSHIP ASSOCIATION**

**STATEMENT OF CHANGES IN FUND BALANCES**

**FOR THE YEAR ENDED JUNE 30, 2015**

	<u>Operating fund</u>	<u>Capital fund</u>	<u>TOTAL 2015</u>	<u>TOTAL 2014</u>
<b>FUND BALANCES- beginning of period</b>	\$ 9,475	\$ 2,050	\$ 11,525	\$ 9,879
<b>NET (DEFICIT) EXCESS</b>	(7)		(7)	1,646
<b>ADJUSTMENT</b>	<u>16.72</u>	<u></u>	<u>17</u>	<u></u>
<b>FUND BALANCES - end of period</b>	<u>\$ 9,484</u>	<u>\$ 2,050</u>	<u>\$ 11,534</u>	<u>\$ 11,525</u>

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See accompanying notes to the financial statements.  
Unaudited

# PACIFIC PEOPLES' PARTNERSHIP ASSOCIATION

## STATEMENT OF CASH FLOW

FOR THE YEAR ENDED JUNE 30, 2015

	<u>Operating fund</u>	<u>Capital fund</u>	<u>TOTAL 2015</u>	<u>TOTAL 2014</u>
<b>SOURCES OF CASH</b>				
Agency contributions	\$ 27,000	\$ -	\$ 27,000	\$ 27,000
Donations	55,235		55,235	50,183
Other receipts	667		667	455
Interest	22		22	24
	<u>82,924</u>	<u>-</u>	<u>82,924</u>	<u>77,662</u>
<b>USES OF CASH</b>				
Operating expenses	(82,931)		(82,931)	(108,948)
Non-cash current assets	9,862		9,862	(6,299)
Non-cash current liabilities	32,479		32,479	(1,108)
Adjustment			-	-
	<u>(40,590)</u>	<u>-</u>	<u>(40,590)</u>	<u>(116,355)</u>
<b>NET (DECREASE) INCREASE IN CASH</b>	42,334	-	42,334	(38,693)
<b>CASH, beginning of year</b>	<u>22,408</u>		<u>22,408</u>	<u>61,101</u>
<b>CASH, end of year</b>	<u>\$ 64,742</u>	<u>\$ -</u>	<u>\$ 64,742</u>	<u>\$ 22,408</u>

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See accompanying notes to the financial statements.  
Unaudited

Schell & Associates  
Certified General Accountant

# PACIFIC PEOPLES' PARTNERSHIP ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS JUNE 30, 2015

### 1. PURPOSE OF THE ORGANIZATION:

Pacific Peoples' Partnership Association has been designated as a not-for-profit organization in Victoria, British Columbia. The purpose of the Association is to promote awareness of Pacific Islanders and educate others around the world on Pacific development issues.

### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

#### (a) Method of Accounting

The Association follows the accrual method of accounting and deferred method of accounting for contributions.

Pledges are recorded at realizable value.

Donated equipment is recorded at fair value when fair value can be reasonably estimated.

#### (b) Amortization

It is the Association's policy to record capital assets at their original cost when acquired and to remove the assets at the same value upon disposition. No amortization is recorded on capital assets as average annual revenues of the Association are less than \$500,000.

### 3 CAPITAL ASSETS:

	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>Net 2015</u>	<u>Net 2014</u>
Computer	\$ 1,350	\$ -	\$ 1,350	\$ 1,350
Furniture and equipment	<u>700</u>	<u>-</u>	<u>700</u>	<u>700</u>
	<u>\$ 2,050</u>	<u>\$ -</u>	<u>\$ 2,050</u>	<u>\$ 2,050</u>

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The accompanying notes are an integral part of these financial statements  
Unaudited

# PACIFIC PEOPLES' PARTNERSHIP ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS JUNE 30, 2015

### 3. DEFERRED REVENUE:

Deferred revenue consists of the following:

	<u>2015</u>	<u>2014</u>
<b>For Programs</b>		
Lush Cosmetics	\$ 17,621	\$ -
Victoria Foundation	8,600	-
First Peoples' Heritage, Language, and Culture	13,000	-
Strategic Planning	-	2,000
Volunteer Comox	1,969	-
One Wave - CRD	2,000	-
Williams Family in Vanuatu	7,400	-
Cyclone Pam	4,613	-
West Papua	<u>-</u>	<u>4,100</u>
	<u>55,203</u>	<u>6,100</u>
<b>For Special Purposes</b>		
Esmonde Legacy Endowment Fund	30,023	23,355
Chisel Fund	2,043	2,043
Women's Project Fund	<u>4,930</u>	<u>4,930</u>
	<u>36,996</u>	<u>30,328</u>
	<u>\$ 92,199</u>	<u>\$ 36,428</u>

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