



AGM PACKAGE
L.I.F.E. Recovery Association
March 27, 2017

LIFE's Second Chance Thrift Store @ 7pm

2017 L.I.F.E. Recovery Association's AGM MEETING

A G E N D A

ITEM	ACTION	WHO
1. Opening remarks & prayer		Marian Vanderwal-Chair
2. Introduction of Staff/Board Members		Marian Vanderwal-Chair
3. Worship song	Sing!	Sherrie Litster-Volunteer
4. Agenda	Approval	Marian Vanderwal-Chair
5. Board Minutes April 4, 2016	Approval	Marian Nienhuis-Secretary
6. New Constitution & Bylaws-Special Resolution	Approval	Members-only
7. Executive Director Report	Information	Jeanne Murko-Wust-Staff
a) First Stage		Gisele Davidson-Head
b) Second Stage		Jenny Van Tol-Counsellor
c) Thrift Store		Jeanne Murko-Wust
d) Promotional Video: Sneak Preview (pre-launch)		Jeanne Murko-Wust
8. Financial Report		Dan Vanderhorst-Treasurer
a) Acceptance of 2016 Statements	Approval	Members-only
b) Auditor Waiver	Approval	Members-only
9. Other Business		
a) Election of Directors	Approval	Members-only
b) Update on Zoning of Braeside	Information	Tim Williams-Past Chair
10. Closing Comments Special Thanks Q & A		Marian Vanderwal-Chair
11. Close in prayer		Kevan Siggs-Vice Chair
12. Parting song	Sing!	Sherrie Litster-Volunteer
13. Fellowship & Refreshments	Eat & Drink	All-Guests & Members!

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Item #8 a) (Financial Statements): To approve the financial statements as of December 31, 2016 as presented.

Item #8 b) (Auditor): To approve the decision **not** to engage an auditor for the 2017 year.

Item # 9 a) (Director Election): To elect directors nominated to the board for a new &/or renewal of further term of three (3) years.

(1) Shelly Fast

2016 Annual General Meeting MINUTES L.I.F.E. Recovery Association LIFE Second Chance Thrift Store- Abbotsford, BC Monday April 4, 2016 at 7:00pm

Present:

Members (13): Shirley Faber | John & Gertie Pool | Bill & Henny Van Tol | Gertie Fictorie | Bert Altena | David Jansen | Kevan Siggs | Marian Nienhuis | Marian Vanderwal | Dan Vanderhorst
Karl Zandberg

Staff (4): Gisele Davidson | Jenny Van Tol | Ingrid Krueger | Jeanne Murko-Wust

Guest (1): Richard Van Tol

1. Opening & Prayer – Marian Vanderwal welcomed everyone to the meeting & opened with prayer. In her opening, she read the "Preamble" from LIFE's Operating Guidelines.

2. Agenda-Marian moved acceptance of the agenda.

Motion: to approve the agenda without changes-Kevin Siggs; Dave Jansen seconded. Approved.
Marian Introduced new staff: Jeanne Murko-Wust, Executive Director | Ingrid Krueger, Administrator.

3. Minutes of the previous Annual General Meeting (AGM)-Marian gave everyone some time to read the previous year's minutes. Marian moved to approve the minutes.

Motion: to approve the minutes of the previous AGM of March 23, 2015 as presented in the AGM package. Approved.

4. Executive Director Report – Jeanne Murko-Wust shared a short bio: wife, mother, nurse of 30 years, the later part in various management positions. She became Christian as adult.

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a) Update on the Ministry of LIFE – Jeanne shared a client story, reflected on the good work of staff including a thank you note from Deborah's gate for the great help offered by LIFE staff in dealing with mutual clients. The staff present were thanked for their dedication to LIFE.

b) Program Reports: Braeside (1st Stage Home) – Gisele Davidson shared the challenge of increasing number of clients with concurrent mental health issues & suggested more professional help is needed. Statistics: 82 clients – 21 graduated (26% success rate). **Alumni House (Melmar, 2nd Stage Home)** & Personal Testimony by Jenny. Statistics: 25 women since June 2013. 9 of 23 (40% success rate) are still sober. New: "ME" Course (designed/taught by Pastor Gerry Peters) was explained, filling a huge need.

c) Thrift Store and Fundraising update –The Thrift Store is expanding, adding 1500 sq. ft for a total of over 10,000 sq.ft. The Gala brought in over \$42,000. ED's focus: monthly giving.

d) Update on zoning of Braeside – the City has put three conditions for zoning: 1. Sidewalk 2. Smoking covenant restriction, & 3. Fencing.

e) Mission-Vision-Values (MVV)- Following the organization's December-January scan, the Board has updated the MVV. Key values of LIFE: Hope | Abstinence | Transformation Excellence | | Integrity | Community.

5. Financial Report – Dan Vanderhorst presented the 2015 financial statements of the Society as well as the 2016 budget for information purposes.

a) Motion – To approve the financial statements as of December 31, 2015 as presented. Approved.

b) Motion - To approve the decision **not** to engage an auditor for the 2016 year. Approved.

c) Motion - To authorize the Directors of LIFE Recovery to issue debentures at their discretion for 2016-2017. Approved.

6. Other Business

a) Election of Directors-Marian moved to re-elect the following directors to the board for a further term of three (3) years:

Motion: to elect Kevan Siggs to extend his term on the board as proposed. Approved.

Motion: to elect Jan Schutte to extend his term on the board as proposed. Approved

Motion: to Janice Savoy to extend her term on the board as proposed. Approved.

b) Change Membership Fees-Marian moved to reduce the membership fee from \$50 to \$20

Motion: to amend the membership fee from \$50 to \$20 per member beginning 2017.

Membership is tax deductible. Karl Zanberg / Kevin Siggs seconded. Approved.

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c) Constitution & Bylaws – Marian shared information about the upcoming changes to the Society Act; its' an opportunity to review/improve the Association's Constitution & By-Laws.

7. Announcements & Closing Comments – Marian announced July 9 as the Alumni BBQ. Recognition for Shirley Faber, house mom at Alumni House. Our greatest asset in fundraising is our volunteers – we wouldn't be where we are at if it wasn't for our volunteers. It is exciting to see where the organization is going. We continue to trust in God's leading & blessings.

8. Close in prayer – Kevan Siggs

9. Fellowship & Refreshments-all welcomed!

2016 Board of Directors

Name	Term Expires	Office
Kevan Siggs	2019	Vice Chair
Jan Schutte	2019	Director
Janice Savoy	2019	Director
Dan Vanderhorst	2017	Treasurer
Marian Nienhuis	2018	Secretary
Tim Williams	2018	Past Chair
Marian Vanderwal	2018	Chair
David Jansen	2018	Director

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CONSTITUTION OF L.I.F.E. RECOVERY ASSOCIATION

Name

1. The name of the Society is **L.I.F.E. RECOVERY ASSOCIATION** ("the Society").

Purposes

2. The purposes of the Society are to:
 - a. To establish, maintain and operate a Christian treatment centre for chemically dependent persons requiring treatment for substance abuse;
 - b. To ensure that any such treatment centre provides an understanding environment for chemically dependent persons or persons requiring treatment for substance abuse;
 - c. To provide a program for the long-term treatment of substance and chemical dependence;
 - d. To provide Christian counselling for chemically dependent persons and persons requiring treatment for substance abuse;
 - e. To educate the general public regarding the problems related to chemically dependent persons and persons requiring treatment for substance abuse;
 - f. To develop programs which assist chemically dependent persons and persons requiring treatment for substance abuse in returning to a productive lifestyle;
 - g. To work together with local churches, businesses and communities to provide education and enhance the awareness of chemical dependence and substance abuse.
 - h. To provide a network of volunteers within the communities to assist in any programs established by the society

**BYLAWS
OF
L.I.F.E. RECOVERY ASSOCIATION**

PART 1 – INTERPRETATION

- 1.1 In these bylaws and the constitution of the Society, unless the context otherwise requires:
- (a) “address of the Society” means the address of the Society as filed from time to time with the Registrar in the Notice of Address;
 - (b) “Advisory Council” means the council appointed by the Board in accordance with these bylaws;
 - (c) “Board” means the directors acting as authorized by the constitution and these bylaws in managing or supervising the management of the affairs of the Society and exercising the powers of the Society;
 - (d) “Board resolution” means:
 - (i) a resolution passed at a meeting of the Board by a simple majority of the votes cast; or
 - (ii) a resolution that has been submitted to all of the directors & consented to in writing by 75% of the directors;
 - (e) “bylaws” means the bylaws of the Society as filed in the office of the Registrar;
 - (f) “Chair” means a person elected to the office of Chair in accordance with these bylaws but such office holder may use the title Chairman, Chairperson or Chairwoman in substitution for the title “Chair”;
 - (g) “constitution” means the constitution of the Society as filed in the office of the Registrar;
 - (h) “directors” means those persons who have become directors in accordance with these bylaws and have not ceased to be directors, and a “director” means any one of them;
 - (i) “members” means those persons who have become members in accordance with these bylaws and have not ceased to be members, and a “member” means any one of them;
 - (j) “ordinary resolution” means:
 - (i) a resolution passed at a general meeting of the Society by a simple majority of the votes cast by those members entitled to vote at such meeting;
 - (ii) a resolution that has been submitted to all of the members and consented to in

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writing by two-thirds of the members who would have been entitled to vote on it in person at a general meeting of the Society; or

(iii) if the bylaws authorize voting by mail or other means of communication, a resolution passed by a simple majority of the votes cast in accordance with the bylaws;

(k) "Executive Director" means a person appointed to the office of Executive Director in accordance with these bylaws;

(l) "registered address" of a member or director means the address of that person as recorded in the register of members or the register of directors;

(m) "Registrar" means the Registrar of Companies of the Province of British Columbia;

(n) "Secretary" means a person elected to the office of Secretary in accordance with these bylaws;

(o) "Society" means **L.I.F.E. RECOVERY ASSOCIATION**;

(p) "Societies Act" means the *Societies Act*, SBC 2015, c. 18, as amended from time to time;

(q) "special resolution" means:

(i) a resolution passed at a general meeting of the Society by a majority of not less than three-quarters (75%) of the votes cast by those members entitled to vote at such meeting;

(ii) a resolution consented to in writing by every member who would have been entitled to vote in person at a general meeting of the Society; or

(iii) if the bylaws authorize voting by mail or other means of communication, a resolution passed by at least three-quarters (75%) of the votes cast in accordance with the bylaws;

(r) "Treasurer" means a person elected to the office of Treasurer in accordance with these bylaws; and

(s) "Vice-Chair" means a person elected to the office of Vice-Chair in accordance with these bylaws.

1.2 Except where they conflict with the definitions contained in these bylaws, the definitions in the *Societies Act* on the date these bylaws become effective apply to these bylaws and the constitution.

1.3 Words importing the singular include the plural and vice versa; and words importing a male person include a female person and a corporation.

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- 1.4 The activities of the Society shall be carried on without purpose of gain for its members and any income, profits or other accretions to the Society shall be used in promoting the purposes of the Society.
- 1.5 These bylaws provide for four types of decisions to be made in the Society, and for greater certainty these are summarized as follows:
- (a) *Member special resolution* means any issue required by these bylaws or the Societies Act to be decided by a special resolution of the members. Such issues concern the significant aspects of the nature of the Society, such as amendments to the bylaws or dissolution of the society.
 - (b) *Member ordinary resolution* means any issue required by these bylaws or the Societies Act to be decided by an ordinary resolution of the members. Such issues concern important but regular aspects of the Society, such as annual elections & approval of financial statements.
 - (c) *Board resolution* means any issue required to be decided by the Board by these bylaws or the Societies Act or the policies of the Society. Such issues concern matters of policy or operational procedure or annual budgeting or the performance of the Executive Director.
 - (d) *Staff or volunteer decisions* means all other matters not required to be decided by the Board or the members by these bylaws or the Societies Act or the policies of the Society, which shall be decided by the staff and volunteers, under the supervision of the Executive Director.

PART 2 – MEMBERSHIP

- 2.1 The members of the Society are the members in good standing as at the date these bylaws become effective, and those persons who subsequently become members, in accordance with these bylaws and who, in either case, have not ceased to be members as provided for in these bylaws.
- 2.2 The directors shall possess the sole power to admit members to the Society. An applicant for membership shall be admitted to membership in the Society by the affirmative vote of a majority of those directors who are present at a meeting of directors at which a quorum is present and acting throughout.
- 2.3 Each applicant seeking to become a member of the Society shall:
- (a) complete such application procedures as may be prescribed by the Society;
 - (b) signify agreement with and endorsement of the basis and principles of the Society set out in the constitution of the Society; &
 - (c) satisfy such other requirements as determined by the directors from time to time.

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2.4 Membership in the Society shall be limited to individuals who:

- (a) have reached the age of majority;
- (b) attend a local Christian church;
- (c) are committed to furthering the purposes of the Society set out in its Constitution; &
- (d) affirm in writing the following statements of the Mission, Statement of Faith, Vision, & Core Values of the Society.

Mission

To provide a safe, structured and supportive Christian community for women who desire a lifestyle free from drug & alcohol addiction

We implement our mission as follows:

- We provide loving, accountable & supportive residential, abstinence-based recovery programs.
- We encourage women to put their faith in Jesus Christ as the cornerstone of their life and recovery from addiction.
- We strive to resolve the underlying issues & causes of their addiction.
- Through a loving & compassionate Christian community, we focus on building up women and helping them to find their God-given gifts & talents

Statement of Faith

- a. The members of the society believe that life is a gift from God and should be used to the best of everybody's ability and to glorify His name;
- b. The society will strive to help those who struggle with the disease of addiction through studying God's Word, through support and the teaching of Twelve Step Programs [Alcoholics Anonymous (A.A.), Narcotics Anonymous (N.A.)], Christian Counselling, and education of substance abuse and abstinence;
- c. The members of the society will promote the Bible as the true Word of God, and as such is the final authority in all matters of faith and life; &
- d. The members of the society believe that there is eternal life and salvation only in Jesus Christ, and the gift of forgiveness is given through God's grace and repentance of sins. This gift is available to all who ask.

Vision

That all recovering women will live free from addiction through God's Grace

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Core Values

HOPE, defined as...

We believe life is a gift of God & that He has a unique purpose for everyone. Love, healing & grace come from Him.

ABSTINENCE, defined as...

We believe that self-control is a fruit of the Holy Spirit that grows with discipline & by dealing with the root causes of addiction. We believe abstinence-based programming is the best way to help women struggling with addictions.

TRANSFORMATION, defined as...

We believe the Bible is the true Word of God. We believe in His ability to transform and sanctify us. Only through faith in Him can we be fully transformed to His image & able to love others as He commands.

INTEGRITY, defined as...

We believe in integrity, stewardship & honesty. We aim to be positive role models for our clients, stakeholders & society by God's grace.

EXCELLENCE, defined as...

We believe & strive for excellence in all that we do. Our conduct, professional practice & operations should bring honour to His name.

COMMUNITY, defined as...

We believe that God created us to live in community: families, the local church and healthy friendships. We believe in creating & supporting environments conducive to health, wholeness & belonging.

- 2.5 An employee of the Society is not eligible for membership in the Society. Any member of the Society who is or who becomes an employee of the Society while a member shall immediately cease to be a member of the Society.
- 2.6 Every member shall execute a membership declaration in the form prescribed by the Board, in writing, on an annual basis to confirm his or her commitment to furthering the purposes of the Society set out in its Constitution, and affirmation of the statements of the Mission, Statement of Faith, Vision and Core Values of the Society set out above.
- 2.7 The amount of the membership dues for each fiscal year or part thereof or other fees payable by the members shall be determined by the directors from time to time.

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- 2.8 A person shall cease to be a member of the Society:
- (a) upon the date which is the later of the date of delivering his or her resignation in writing to the Secretary of the Society or to the address of the Society and the effective date of the resignation stated therein;
 - (b) upon becoming an employee of the Society;
 - (c) on his or her death;
 - (d) on being expelled pursuant to section 2.9;
 - (e) on having been a member not in good standing for six months.
- 2.9 The Board may expel, suspend or otherwise discipline any member for non-payment of dues or other fees payable pursuant to section 2.7 or for conduct, which in the discretion of the Board, is improper or unbecoming for a member of the Society, or is likely to endanger the interests, purposes or reputation of the Society or is in violation of the basis and principles set out in the constitution of the Society or is in breach of these bylaws but the Board may not expel, suspend or otherwise discipline any member until the member has received a notice of the proposed expulsion, suspension or other disciplinary measures which shall set out the reasons therefore and until the member has been given an opportunity to be heard by the directors before the proposed expulsion, suspension or other disciplinary measures are put to a vote.
- 2.10 All members are in good standing except a member who:
- (a) has failed to execute the membership declaration described in section 2.6;
 - (b) has failed to pay his or her current annual membership fee or any other subscription or debt due and owing by him to the Society, and he or she is not in good standing so long as the debt remains unpaid; or
 - (c) is under suspension or discipline pursuant to section 2.9.
- 2.11 Any member who ceases to be a member of the Society forfeits all rights, claims, privileges or interest arising from membership in the Society.
- 2.12 The membership of a person in the Society is not transferable.

PART 3 – MEETINGS OF MEMBERS

- 3.1 The general meetings of the Society shall be held at such time and place, in accordance with the *Societies Act*, as the Board shall decide.
- 3.2 Every general meeting other than an annual general meeting is an extraordinary general meeting.

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- 3.3 The Board may, whenever it thinks fit, or shall, if so requested by 10% of the voting members of the Society, convene an extraordinary general meeting.
- 3.4 The Society shall give not less than fourteen (14) days written notice of a general meeting to its members entitled to receive notice; but those members may waive or reduce the period of notice for a particular meeting by unanimous consent in writing.
- 3.5 Notice of a general meeting shall specify the place, the day and the hour of the meeting.
- 3.6 The accidental omission to give notice of a general meeting to, or the non-receipt of notice by, any of the members entitled to receive notice does not invalidate the proceedings at that meeting.
- 3.7 An annual general meeting shall be held at least once in every calendar year.

PART 4 – PROCEEDINGS AT GENERAL MEETINGS

- 4.1 No business, other than the election of a person to chair the meeting and the adjournment or termination of the meeting, shall be conducted at a general meeting at a time when a quorum is not present.
- 4.2 If at any time during a general meeting there ceases to be a quorum present, business then in progress shall be suspended until there is a quorum present or until the meeting is adjourned or terminated.
- 4.3 A quorum at a general meeting is three (3) members in good standing.
- 4.4 If within 30 minutes from the time appointed for a general meeting a quorum is not present, the meeting, if convened on the requisition of members, shall be terminated; but in any other case, it shall stand adjourned to the same day in the next week, at the same time and place, and if, at the adjourned meeting, a quorum is not present within 30 minutes from the time appointed for the meeting, the members in good standing who are present shall constitute a quorum.
- 4.5 The Chair of the Society, the Vice-Chair or in the absence of both, one of the other directors present, shall preside as chairman of a general meeting.
- 4.6 If at a general meeting:
 - (a) there is no Chair, Vice-Chair or other director present within 15 minutes after the time appointed for holding the meeting; or
 - (b) the Chair and all other directors present are unwilling to act as chairman,the members present shall choose one of their number to be chairman.

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- 4.7 A general meeting may be adjourned from time to time and from place to place, but no business shall be transacted at an adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place.
- 4.8 It is not necessary to give notice of an adjournment or of the business to be transacted at an adjourned meeting except where a meeting is adjourned for more than 14 days, in which case notice of the adjourned meeting shall be given as in the case of the original meeting.
- 4.9 All resolutions proposed at a meeting must be seconded unless the chairman of the meeting determines otherwise. The chairman of a meeting may move or propose a resolution.
- 4.10 Any issue at a general meeting which is not required by these bylaws or the *Societies Act* to be decided by a special resolution shall be decided by an ordinary resolution.
- 4.11 A member in good standing present at a meeting of members is entitled to one vote.
- 4.12 The person chairing a general meeting may vote but, if he or she does so and the result is a tie, shall not be permitted to vote again to break the tie and the resolution being voted on shall be deemed to have failed.
- 4.13 Voting is by show of hands or voice vote recorded by the secretary of the meeting, except that, at the request of any two members present at the meeting, a secret vote by written ballot shall be required.
- 4.14 Voting by proxy is not permitted.
- 4.15 The board may determine that an issue to be decided by the members shall be decided by email or mailed-in ballot or by other means of communication, provided that the Society has a system that enables the votes to be gathered in a manner that permits their subsequent verification and permits the tallied votes to be presented to the Society without it being possible for the Society to identify how each member voted.
- 4.16 If the board determines that an issue shall be decided by mailed-in ballot or by other similar means of communication, the vote shall be carried out as follows. The board shall designate scrutineers to count ballots. The Society shall send to every member shown on the register of members on the day the ballots are issued:
- (a) a printed ballot together with full instructions for making and returning by the required date;
 - (b) an inner return envelope with a space for the member's signature placed on its face; &
 - (c) a specially recognizable, self-addressed return envelope with the name and address of the Secretary of the Society or other person designated by the board to receive the marked ballots.

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At the meeting of the scrutineers where the votes are to be counted, the scrutineers shall check the signature on the inner return envelope against the list of members qualified to vote; check the member off on the list as having voted; and remove the folded ballot and place it, still folded, into the ballot box. When all of the inner envelopes have been processed, the ballots shall be taken from the box and the votes counted by the scrutineers.

Votes decided by other email or means of communication shall be tailored to comply with the above requirements, so as to:

- (a) ensure that only members vote, and
- (b) ensure that it is not possible for the Society to identify how each member voted.

4.17 Members may pass ordinary resolutions in writing in lieu of holding meetings. To be valid, a written ordinary resolution must be:

- (a) submitted to all the voting members,
- (b) signed by a minimum of two-thirds of the members who would have been entitled to vote on it in person at a general meeting of the Society.

An ordinary resolution approved in this manner shall be deemed to be an ordinary resolution in writing, and filed with minutes of the proceedings of the members. It shall be deemed to be passed on the date stated on the ordinary resolution or, if no date is stated, on the latest date stated on any counterpart.

4.18 Members may pass special resolutions in writing in lieu of holding meetings. To be valid, a written special resolution must be:

- (a) submitted to all the voting members, and
- (b) signed by all of the members who would have been entitled to vote on it in person at a general meeting of the Society.

A special resolution approved in this manner shall be deemed to be a special resolution in writing, and filed with minutes of the proceedings of the members. It shall be deemed to be passed on the date stated on the special resolution or, if no date is stated, on the latest date stated on any counterpart.

PART 5 – DIRECTORS

5.1 The Board may exercise all such powers and do all such acts and things as the Society may exercise and do, and which are not by these bylaws or by statute or otherwise lawfully directed or required to be exercised or done by the members in general meeting, but subject, nevertheless, to the provisions of:

- (a) all laws affecting the Society;

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- (b) these bylaws; &
 - (c) rules, not being inconsistent with these bylaws, which are made from time to time by the Society in general meeting.
- 5.2 No rule made by the Society in a general meeting invalidates a prior act of the Board that would have been valid if that rule had not been made.
- 5.3 The property and affairs of the Society shall be managed by the Board.
- 5.4 The number of directors shall be such number, not being less than five (5) or greater than eleven (11) as may be determined from time to time by the directors. No act or proceeding of the Board is invalid by reason only of there being less than the prescribed number of directors in office.
- 5.5 Directors shall be elected by the members at a general meeting and shall take office commencing at the close of such meeting.
- 5.6 Elections for directors shall normally be held at the annual general meeting and the term of office of elected directors shall normally be three (3) years and the election of directors shall be arranged so that as nearly as possible one-third of the directors shall retire each year. The immediate past Chair shall serve ex officio on the board for a one-year term following his or her term as Chair.
- 5.7 Directors may be elected to a maximum of two (2) consecutive terms, provided that a past Chair shall serve a one year term pursuant to bylaw 5.6 notwithstanding that he has served two (2) consecutive prior terms.
- 5.8 In elections where there are more candidates than vacant positions for directors, election shall be by secret ballot with the name of each duly nominated candidate appearing individually on the ballot. Candidates shall be deemed to be elected in order of those candidates receiving the most votes.
- 5.9 No member shall vote for more directors than the number of vacant positions for directors. Any ballot on which more names are voted for than there are vacant positions shall be deemed to be void.
- 5.10 Every candidate for election as director must be or become a member of the Society. Each director shall be required to wholeheartedly accept, adopt, and subscribe in writing to all of the purposes set out in the constitution of the Society, the bylaws of the Society, and the Society's statement of Mission, Statement of Faith, Vision and Core Values set out at bylaw 2.4.
- 5.11 Every director serving a term of office shall retire from office at the close of the annual general meeting in the year in which his term expires; but if no successor is elected and the result is that the number of directors would fall below five (5), the person previously elected as director shall continue to hold office until such time as successor directors are elected.

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- 5.12 The members may by two-thirds majority vote to remove a director before the expiration of his term of office, and may elect a successor to complete the term of office, but no director shall be removed until he has been given notice of the proposed action and an opportunity to be heard by the members at the general meeting.
- 5.13 Notwithstanding the foregoing bylaws, if a director ceases to hold office during his term for any reason other than removal by a resolution of the members, the Board may appoint a person as a replacement director to take the place of such director until the next annual general meeting.
- 5.14 No act or proceeding of the Board is invalid by reason only of there being less than the prescribed number of directors in office.
- 5.15 A person shall cease to be a director of the Society:
- (a) upon the date which is the later of the date of delivering his resignation in writing to the Secretary of the Society or to the address of the Society and the effective date of resignation stated therein;
 - (b) upon his death;
 - (c) upon ceasing to be a member of the Society; or
 - (d) upon being removed by a two-thirds majority vote of the members.
- 5.16 The directors shall serve as such without remuneration and no director shall directly or indirectly receive any profit from his position as such from any business or affairs with the Society; provided that a director may be paid reasonable expenses incurred by him in the performance of his duties. Nothing herein contained shall be construed to preclude any director from serving the Society as an employee or in any other capacity with compensation.
- 5.17 The Board shall have the power to make expenditures and loans whether or not secured or interest bearing for the purpose of furthering the purposes of the Society. The Board shall also have the power to enter into trust arrangements or contracts on behalf of the Society for the purpose of discharging obligations or conditions either imposed by a person donating, bequeathing, advancing or lending funds or property to the Society, or assumed by the Society in expectation of such donations, bequests advances or loans. Such arrangements or contracts shall be in accordance with the terms and conditions that the Board may prescribe.
- 5.18 The Board shall take such steps as it deems necessary to enable the Society to receive donations, bequests, funds, property, trusts, loans, contracts, agreements or benefits with the objective of furthering the purposes of the Society. The Board in its sole and absolute discretion may refuse to accept any donations, bequests, funds, property, trusts, loans, contracts, agreements or benefits.

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- 5.19 In investing the funds of the Society, the Board shall not be limited to securities and investments in which trustees are authorized by law to invest but may make any investments which in its discretion are prudent. Subject to the provisions of the Societies Act, a director shall not be liable for any loss which may result from any such investment.

PART 6 – PROCEEDINGS OF THE BOARD

- 6.1 A meeting of the Board may be held at any time and place determined by the Board, provided that five days' notice of such meeting shall be sent in writing to each director. However, no formal notice shall be necessary if all directors were present at a preceding meeting when the time and place of the meeting was determined or are present at the meeting or waive notice thereof in writing or give a prior verbal waiver to the Secretary of the Society. No notice of a meeting of the Board shall be required, when the meeting is regularly scheduled.
- 6.2 The Board may from time to time fix the quorum necessary to transact business, and unless so fixed the quorum shall be a majority of the directors in office at the time when the meeting convenes.
- 6.3 The Chair of the Society shall chair all meetings of the Board, but if at any Board meeting the Chair is not present within 15 minutes after the time appointed for the meeting, the Vice-Chair shall act as chairman; but if neither is present the directors present may choose one of their number to chair that meeting.
- 6.4 If the person presiding as chair of the meeting of the Board wants to step down as chair for all or part of that meeting, he may designate an alternate to chair such meeting or portion thereof, and upon such designated alternative receiving the consent of a majority of the directors present at such meeting, he or she may preside as chair.
- 6.5 Any two directors may at any time, and the Secretary on the request of any two directors shall, convene a meeting of the Board.
- 6.6 For the purposes of the first meeting of the Board held immediately following the election of a director or directors at an annual or other general meeting, or for a meeting of the directors at which a director is appointed to fill a vacancy in the directors, it is not necessary to give notice of the meeting to the newly elected or appointed director or directors for the meeting to be properly constituted.
- 6.7 Resolutions proposed at a meeting of the Board must be seconded unless the chairman of the meeting determines otherwise. The person chairing a meeting may move or propose a resolution.
- 6.8 Any issue at a meeting of the Board which is not required by these bylaws or the *Societies Act* to be decided by a resolution requiring more than a simple majority shall be decided by a Board resolution.

2017 L.I.F.E. Recovery Association's AGM MEETING

- 6.9 The person chairing a meeting may vote but, if he does so and the result is a tie, he shall not be permitted to vote again to break the tie and the resolution being voted on shall be deemed to have failed.
- 6.10 Voting shall be by show of hands or voice vote recorded by the secretary of the meeting except that, at the request of any one director, a secret vote by written ballot shall be required.
- 6.11 A Board resolution in writing which has been deposited with the Secretary is as valid and effectual as if it had been passed at a meeting of the Board duly called and constituted. Such Board resolution may be in two or more counterparts which together shall be deemed to constitute one resolution in writing. Such resolution shall be filed with minutes of the proceedings of the Board and shall be deemed to be passed on the date stated therein or, in the absence of such a date being stated, on the latest date stated on any counterpart.

PART 7 – ADVISORY COUNCIL

- 7.1 The Board may constitute an Advisory Council to provide advice and counsel to the Board on broad issues of policy and profile and may appoint worthy persons to it and determine the terms of each appointment.
- 7.2 The Board shall determine the size and composition and specific functions of the Advisory Council.
- 7.3 The Advisory Council shall not have the legal powers to direct the acts and operations of the Society.
- 7.4 The Advisory Council may hold meetings at such time and place as is determined by the Board and shall conform to any rules that may from time to time be imposed on it by the Board.

PART 8 – COMMITTEES

- 8.1 The Board may delegate any, but not all, of its powers to committees which may be in whole or in part composed of directors, members or others, provided that a majority of the committee members shall be directors.
- 8.2 A committee, in the exercise of the powers delegated to it, shall conform to any rules that may from time to time be imposed by the Board, and shall report every act or thing done in exercise of those powers at the next meeting of the Board held after it has been done, or at such other time or times as the Board directs.
- 8.3 The members of a committee may meet and adjourn as they think proper and meetings of committees shall be governed, with the necessary changes, by the rules set out in these bylaws governing proceedings of the Board.
- 8.4 There may be a Governance Committee consisting of not less than three (3) directors elected at the first regular Board meeting during each membership year. All members of the Governance Committee shall be at arm's length and a majority of the members shall constitute a quorum. The

2017 L.I.F.E. Recovery Association's AGM MEETING

Governance Committee shall appoint its own chairperson and secretary, both subject to Board approval. The responsibility of the Governance Committee shall include recruiting directors who reflect the mission and goals of the Society and the diversity of the community, assessing the qualifications of candidates for election as directors and nominating a list of directors for election by the members of the Society. The Governance Committee shall also be responsible for the bylaws, Board ethics, Board operating policies, Board development and retention, evaluation, accountability and conflict resolution related to governance of the Society. A Governance Committee member may be removed by a majority vote of the directors.

- 8.5 There may be a Finance and Audit Committee consisting of not less than three (3) directors elected at the first regular Board meeting during each membership year. All members of the Finance and Audit Committee shall be at arm's length and a majority of the members of the Audit Committee shall constitute a quorum. The Finance and Audit Committee shall appoint its own chairperson and secretary, both subject to Board approval. The general responsibilities of the Finance and Audit Committee are to provide independent advice, assistance and recommendations to the Board in oversight of the external audit and accounting functions of the Society, financial reporting and internal audit and accounting. A Finance and Audit Committee member may be removed by a majority vote of the directors.
- 8.6 The Board may create such standing and special committees as may from time to time be required. Any such committee shall limit its activities to the purpose or purposes for which it is appointed, and shall have no powers except those specifically conferred by a Board resolution. Unless specifically designated as a standing committee, any special committee so created must be created for a specified time period only. Upon completion of the earlier of the specified time period or the task for which it was appointed, a special committee shall automatically be dissolved.

PART 9 – DUTIES OF OFFICERS

- 9.1 At the first meeting of the Board held after an annual general meeting, the Board shall elect from among the directors a Chair, Vice-Chair, Secretary, and Treasurer and such other officers as the directors may deem appropriate who each shall hold office until the first meeting of the Board held after the next following annual general meeting.
- 9.2 A vacancy occurring in the office of an officer shall be filled for the unexpired term by the directors. The Board may remove officers by a resolution passed at a meeting of the Board by two-thirds majority vote of the directors present.
- 9.3 The Chair shall preside as chair at all meetings of the Society and the Board. The Chair shall supervise the other officers in the execution of their duties. The Chair shall be a member of all committees except the Governance Committee.

2017 L.I.F.E. Recovery Association's AGM MEETING

- 9.4 The Vice-Chair shall, in the absence of the Chair, possess all of the powers and perform all of the duties of the Chair. The Vice-Chair shall have such other duties and powers as the Board may specify.
- 9.5 The Secretary shall be responsible for making the necessary arrangements for:
- (a) the issuance of notices of meetings of the Society, Board and Advisory Council;
 - (b) the keeping of minutes of all meetings of the Society, Board and Advisory Council;
 - (c) the custody of all corporate records and documents of the Society;
 - (d) the custody of the common seal of the Society;
 - (e) the maintenance of the register of members; and
 - (f) the conduct of the correspondence of the Society.
- 9.6 The Treasurer shall be responsible for making the necessary arrangements for:
- (a) the keeping of such financial records, reports and returns including books of account as are necessary to comply with the *Societies Act* and the *Income Tax Act*; and
 - (b) the rendering of financial statements to the directors, members and others when required.
- 9.7 If the Secretary is absent from any meeting of the Society or the Board, the directors present shall appoint another person to act as secretary at that meeting.
- 9.8 The offices of Secretary and Treasurer may be held by one person who shall be known as the Secretary-Treasurer.
- 9.9 Notwithstanding the foregoing bylaws, the Board may appoint a person to serve as secretary of the Board to be responsible for preparation and custody of minutes of meetings of the Board and the correspondence of the Board.

PART 10 – EXECUTIVE DIRECTOR

- 10.1 The Board may select and appoint an Executive Director of the Society for a fixed or indefinite term, and set the terms of his or her duties, responsibilities and employment.
- 10.2 The Executive Director shall be the chief executive officer of the Society and an employee of the Society. The Executive Director is entitled to receive notice of and to attend all meetings of the Board and of all Board committees, but shall not be entitled to vote at meetings of the Board or committee. The Executive Director shall exercise general supervision over the business and affairs of the Society as assigned to the Executive Director by the Board and shall possess and exercise

2017 L.I.F.E. Recovery Association's AGM MEETING

such powers and perform such other duties as are from time to time assigned to the Executive Director by the Board.

- 10.3 The Secretary and Treasurer may delegate their responsibilities pursuant to bylaws 9.5 and 9.6 to the Executive Director.
- 10.4 If the position of Executive Director becomes vacant, the Board shall strike an *ad hoc* committee comprised of no less than three directors whose responsibility shall be to recommend to the Board a process and timeline for selecting and appointing a new Executive Director, including methods of recruiting, screening, interviewing and selecting candidates. The Board shall not delegate to any committee the authority to finalize the appointment of a new Executive Director. The Board may decide to appoint an interim Executive Director, while a search for an Executive Director takes place.
- 10.5 The Chair may, in the absence of the Executive Director, possess all of the powers and perform all of the duties of the Executive Director.

PART 11 – SEAL

- 11.1 The Board may provide a common seal for the Society and it shall have power from time to time to destroy a seal and substitute a new seal in its place.
- 11.2 The common seal, if any, shall be affixed only when authorized by a resolution of the Board, and then only in the presence of the persons prescribed in the resolution or, if no persons are prescribed, in the presence of any two directors.

PART 12 – BORROWING

- 12.1 In order to carry out the purposes of the Society the Board may, on behalf of and in the name of the Society, raise or secure the payment or repayment of money in any manner it decides including the granting of guarantees, and in particular, but without limiting the foregoing, by the issue of debentures.

PART 13 – AUDITOR

- 13.1 This part applies only where the Society is required or has resolved to have an auditor.
- 13.2 The first auditor shall be appointed by the directors who shall also fill all vacancies occurring in the office of auditor.
- 13.3 At each annual general meeting the Society shall appoint an auditor to hold office until he is re-elected or his successor is elected at the next annual general meeting in accordance with the procedures set out in the *Societies Act*.
- 13.4 An auditor may be removed by ordinary resolution in accordance with the procedures set out in the *Societies Act*.

2017 L.I.F.E. Recovery Association's AGM MEETING

- 13.5 An auditor shall be promptly informed in writing of appointment or removal.
- 13.6 No director, officer or employee of the Society shall be auditor.
- 13.7 The auditor may attend general meetings.

PART 14 – NOTICES

- 14.1 A notice may be given to a member, either personally or by mail or by email or by facsimile to the member at the member's registered address or the member's email address or facsimile numbers, as recorded in the Society's records.
- 14.2 A notice sent by mail shall be deemed to have been given on the third day following that on which the notice is posted, and in proving that notice has been given it is sufficient to prove that the notice was properly addressed and put in a Canadian post office receptacle. A notice sent by either email or facsimile shall be deemed to have been given on the date of transmission.
- 14.3 Notice of a general meeting shall be given only to:
 - (a) every member shown on the register of members on the day notice is given, and
 - (b) the auditor, if an auditor is appointed under these bylaws.

PART 15 – INDEMNIFICATION

- 15.1 Subject to the provisions of the *Societies Act*, every member of the Board or officer who has properly undertaken or is about to undertake any liability on behalf of the Society or any society controlled by it and their heirs, executors, administrators or personal representatives respectively, shall from time to time and at all times, be indemnified and saved harmless out of the funds of the Society, from and against:
 - (a) all costs, charges, and expenses whatsoever which such member of the Board or officer actually and reasonably sustains or incurs in or about any action, suit or proceeding which is brought, commenced, or prosecuted against him, or in respect of any act, deed, matter or thing whatsoever, made, done, or permitted by him, in or about the execution of the duties of his office or in respect of any such liability; and
 - (b) all other costs, charges, and expenses which he actually and reasonably sustains or incurs in or about or in relation to the affairs thereof, except such costs, charges, or expenses as are occasioned by his own willful neglect or defaultprovided that:
 - (c) the member of the Board or officer acted honestly and in good faith with a view to the best interests of the Society; and

2017 L.I.F.E. Recovery Association's AGM MEETING

- (d) in the case of criminal or administrative proceedings, the member of the Board or officer had reasonable grounds for believing that their conduct was lawful.
- 15.2 The Society shall purchase and maintain insurance for the benefit of any or all directors or officers against personal liability incurred by any such person as a director or officer.

PART 16 – DISPUTE RESOLUTION

- 16.1 The Society accepts the Holy Bible as the inspired Word of God and believes that God desires that the Society and the members and directors of the Society resolve all disputes and that they be reconciled in their relationship in accordance with the principles stated in 1 Corinthians 6:1-8, Matthew 5:23-24, Matthew 18:15-20 and other pertinent portions of the Holy Bible.
- 16.2 Should the Society and the member or director of the Society not be able to resolve a claim or controversy arising out of these bylaws, or in respect of any legal relationship associated with it or from it, through consultation and negotiation in the spirit of mutual friendship and cooperation, any party may initiate mediated negotiation. All disputes remaining unsettled after mediation shall be referred to and finally resolved by arbitration in accordance with the *Arbitration Act*, RSBC 1995, c 55.
- 16.3 The place of mediation and arbitration shall be mutually agreed by the Society and the member or director. In the absence of agreement regarding the place of mediation and arbitration, the place of mediation and arbitration shall be Abbotsford, British Columbia. Both parties shall share the fee of the mediator and arbitrator equally.
- 16.4 The Society and the members and directors of the Society shall use their best efforts to conduct any dispute resolution procedures herein as efficiently and cost-effectively as possible. Notwithstanding this provision, either party may obtain a temporary injunction to enforce or preserve its rights or restrain any further violation or threatened violation of any restrictions or agreements contained herein for which monetary damages are not an adequate remedy until such rights can be pursued through arbitration.

PART 17 – MISCELLANEOUS

- 17.1 The directors control access to Society documents, including the books of account, and minutes of the meetings of the Board. The board can determine whether and to what extent and at what times and places and under what conditions or regulations the documents shall be open to the inspection of members of the Society who are not directors. In the absence of such determination by the directors, the documents, including the books of account, of the Society shall not be open to inspection by any member of the Society who is not a director, subject to the provisions of the *Societies Act*. A director may access any Society documents, including the books of account.
- 17.2 Any meeting of the Society, the Board, the Advisory Council or any committee may also be held, or any member, director or member of the Advisory Council or the committee may participate in any meeting of the Society, the Board, the Advisory Council or any committee, by conference call

2017 L.I.F.E. Recovery Association's AGM MEETING

or similar communication equipment or device so long as all the members, directors, members of the Advisory Council or persons participating in the meeting can hear and respond to one another. All such members, directors, members of the Advisory Council or persons so participating in any such meeting shall be deemed to be present in person at the stated location of such meeting and, notwithstanding the foregoing bylaws, shall be entitled to vote by a voice vote recorded by the secretary of such meeting.

- 17.3 The rules at bylaw 14.2 also apply, with the necessary changes, to determine when a Board resolution shall be deemed to have been submitted to all of the directors and when an ordinary resolution shall be deemed to have been submitted to all of the members.
- 17.4 The Society shall have the right to subscribe to become a member of and to cooperate with any other society, corporation or association whose purposes or objectives are in whole or in part similar to the Society's purposes.
- 17.5 The Society shall not engage in partisan political activities, nor any political activities other than those authorized for charities by the Canada Revenue Agency.

PART 18 – FORMERLY UNALTERABLE PROVISION

- 18.1 The following provision under this Part were formerly unalterable and shall not be altered except by resolution of the Board sanctioned by a resolution passed at a general meeting by three-quarters (75%) of the votes cast by the members.

3. The society will operate without the purpose of financial gains for its members and any income or profits or accretions to the society shall be used in promoting the purposes of the society. **PART 19 – BYLAWS**

- 19.1 On being admitted to membership, each member is entitled to and upon request the Society shall provide him or her with a copy of the constitution and bylaws of the Society.
- 19.2 These bylaws shall not be altered or added to except by Board resolution sanctioned by a special resolution.

Part 20 – DISSOLUTION

- 20.1 Upon a winding up or dissolution of the society, any funds or assets of the society remaining after the satisfaction of its debts and liabilities shall be given to or transferred to one or more charitable organizations or charitable corporations recognized by the Canada Revenue Agency which have as their objects or purposes, objects or purposes similar to those of the society; and if and so far as effect cannot be given to the foregoing provision, then such funds or assets shall be given or transferred to some other charitable organization recognized by the Canada Revenue Agency as a charity under the provisions of the Income Tax Act of Canada from time to time in effect.

Dated March 2017

2017 L.I.F.E. Recovery Association's AGM MEETING

12/10/18

L.I.F.E. RECOVERY ASSOCIATION
Financial Statements
Year Ended December 31, 2016
(Unaudited - See Notice To Reader)



2017 L.I.F.E. Recovery Association's AGM MEETING

L.I.F.E. RECOVERY ASSOCIATION ^{P2d8}
Index to Financial Statements
Year Ended December 31, 2016
(Unaudited - See Notice To Reader)

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LIFE's Second Chance Thrift Store (Schedule 1)	6



2017 L.I.F.E. Recovery Association's AGM MEETING



p 3 of 8

J.T. Cazander, CPA, CGA*
Peter Ronda, CPA, CGA*
Joe Kerkhoff, CPA, CGA*
R. Scott Groenwold, CPA, CGA*
*Practicing through a professional corporation

NOTICE TO READER

On the basis of information provided by management, we have compiled the statement of financial position of L.I.F.E. Recovery Association as at December 31, 2016 and the statements of income and accumulated surplus and cash flow for the year then ended.

We have not performed an audit or a review engagement in respect of these financial statements and, accordingly, we express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

A handwritten signature in blue ink that reads "CRKG LLP". The letters are stylized and cursive.

Abbotsford, British Columbia
March 6, 2017

CRKG LLP
Chartered Professional Accountants

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#202 - 45970 Airport Road, Chilliwack, BC V2P 1A2
PHONE: 604.792.8564 • FAX: 604.792.8291
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ABBOTSFORD OFFICE
#201 - 2296 McCallum Road, Abbotsford, BC V2S 3P4
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WEB: www.crlg.ca

Established in 1960

2017 L.I.F.E. Recovery Association's AGM MEETING

L.I.F.E. RECOVERY ASSOCIATION ^{p. 4 of 8}
Statement of Financial Position
December 31, 2016
(Unaudited - See Notice To Reader)

	2016	2015
Assets		
Current		
Cash	\$ 75,683	\$ 76,237
Accounts receivable	13,470	22,652
GST recoverable	3,213	4,606
Prepaid expenses	9,972	8,801
	<u>102,338</u>	<u>112,296</u>
Property, plant and equipment (Note 3)	932,504	943,708
	<u>\$ 1,034,842</u>	<u>\$ 1,056,004</u>
Liabilities and Net Assets		
Current		
Accounts payable	\$ 7,447	\$ 3,452
Accrued vacation and payroll	5,233	5,848
Employee deductions payable	-	10,344
PST payable	-	1,023
Deferred sponsorships	13,700	16,700
Current portion of long term debt (Note 4)	-	11,953
	<u>26,380</u>	<u>49,320</u>
Long Term Debt (Note 4)	-	174,227
	<u>26,380</u>	<u>223,547</u>
Net assets		
Internally restricted - building fund reserve (Note 5)	100,000	-
Accumulated surplus	908,462	832,457
	<u>1,008,462</u>	<u>832,457</u>
Total liabilities and Net Assets	<u>\$ 1,034,842</u>	<u>\$ 1,056,004</u>

ON BEHALF OF THE BOARD

 Director
 Director

See notes to financial statements



2017 L.I.F.E. Recovery Association's AGM MEETING

p 5 of 8

L.I.F.E. RECOVERY ASSOCIATION
Statement of Income and Accumulated Surplus
Year Ended December 31, 2016
(Unaudited - See Notice To Reader)

	2016	2015
Revenues		
Client fees - government agencies	\$ 115,964	\$ 107,925
Client fees - individuals	38,248	29,437
Donations	88,415	121,793
Fundraising	89,533	36,520
Grants and other revenues	75,148	78,209
Second Stage House revenues	22,752	14,530
LIFE's Second Chance Thrift Store <i>(Schedule 1)</i>	394,811	370,098
	824,871	758,512
Expenses		
Advertising and promotion	8,039	6,412
Amortization	12,300	12,598
Automotive	13,353	10,988
Building repairs and maintenance	33,754	14,851
Fundraising expense	17,773	-
Grocery and household supplies	45,576	43,256
Insurance	7,162	6,701
Interest and bank charges	1,770	1,002
Interest on long term debt	1,749	12,682
Meetings and conventions	6,492	4,395
Memberships and fees	1,990	2,713
Office and miscellaneous	11,085	5,437
Professional fees	1,631	1,333
Property taxes	4,479	4,586
Second Stage House expenses	26,725	22,672
Staff training and courses	3,161	4,817
Telephone, utilities and waste services	25,527	18,557
Wages and benefits	426,300	336,270
	648,866	509,270
Income from operations	176,005	249,242
Transfer to building fund reserve <i>(Note 5)</i>	(100,000)	-
Net income for the year	76,005	249,242
Accumulated Surplus - beginning of year	832,457	583,215
Accumulated Surplus - end of year	\$ 908,462	\$ 832,457

See notes to financial statements



2017 L.I.F.E. Recovery Association's AGM MEETING

L.I.F.E. RECOVERY ASSOCIATION p. 678
Statement of Cash Flow
Year Ended December 31, 2016
(Unaudited - See Notice To Reader)

	2016	2015
Operating activities		
Net income	\$ 76,005	\$ 249,242
Items not affecting cash:		
Amortization of property, plant and equipment	21,103	24,190
Transfer to building fund reserve	100,000	-
	197,108	273,432
Changes in non-cash working capital:		
Accounts receivable	9,182	13,498
Prepaid expenses	(1,171)	(7,952)
Accounts payable	3,997	(3,046)
GST payable (receivable)	1,393	(191)
PST payable (receivable)	(1,023)	1,023
Employee deductions payable	(10,344)	10,344
Accrued vacation and payroll	(615)	1,810
Deferred sponsorships	(3,000)	16,700
	(1,581)	32,186
Cash flow from operating activities	195,527	305,618
Investing activity		
Purchase of property, plant and equipment	(9,901)	(10,316)
Financing activity		
Repayment of long term debt	(186,180)	(271,665)
Increase (decrease) in cash flow	(554)	23,637
Cash - beginning of year	76,237	52,600
Cash - end of year	\$ 75,683	\$ 76,237

See notes to financial statements



2017 L.I.F.E. Recovery Association's AGM MEETING

L.I.F.E. RECOVERY ASSOCIATION p7 of 8
Notes to Financial Statements
Year Ended December 31, 2016
(Unaudited - See Notice To Reader)

1. Purpose of the Association

The Association operates a non-profit women's residential drug and alcohol recovery program in Abbotsford, B.C. The Association was incorporated under the Society Act of B.C. and is a registered charity under the Income Tax Act (Canada).

2. Bank indebtedness

Bank indebtedness includes an Operating Line of Credit with an authorized maximum credit facility of \$350,000 bearing interest at bank prime rate + 1.25% per annum, calculated and payable monthly.

3. Property, plant and equipment

	Cost	Accumulated amortization	2016 Net book value	2015 Net book value
Land	\$ 662,067	\$ -	\$ 662,067	\$ 662,067
Buildings	325,808	92,495	233,313	243,035
Motor vehicles	36,283	27,062	9,221	13,173
Furniture and fixtures	67,404	39,501	27,903	25,433
	\$ 1,091,562	\$ 159,058	\$ 932,504	\$ 943,708

4. Long term debt

	2016	2015
Aldergrove Credit Union commercial mortgage bearing interest at 3.45% per annum, repayable in monthly blended payments of \$1,512.	\$ -	\$ 186,180
	-	186,180
Amounts payable within one year	-	(11,953)
	\$ -	\$ 174,227

5. Internally restricted - building fund reserve

During the year, the Board of Directors set up an internally restricted building fund reserve to be utilized for major facility purchase, renovation and maintenance projects that are capital in nature and are not funded from the normal operating budget. Allocations to this fund are determined at the Board's discretion.

2017 L.I.F.E. Recovery Association's AGM MEETING

L.I.F.E. RECOVERY ASSOCIATION *p 8 of 8*
LIFE's Second Chance Thrift Store (Schedule 1)
Year Ended December 31, 2016
(Unaudited - See Notice To Reader)

	2016	2015
Sales	\$ 578,912	\$ 502,220
Expenses		
Advertising and promotions	6,198	4,692
Amortization	4,605	7,224
Automotive	4,610	3,380
Garbage collection	8,835	6,913
Insurance	559	383
Interest and bank charges	4,989	3,138
Licence and fees	1,450	218
Rent	104,618	85,578
Repairs and maintenance	6,910	3,727
Store improvements	24,713	-
Store supplies	7,938	10,909
Telecommunications	1,243	537
Utilities	7,433	5,423
	184,101	132,122
Excess of revenues over expenses	\$ 394,811	\$ 370,098

See notes to financial statements



2017 L.I.F.E. Recovery Association's AGM MEETING

LIFE RECOVERY ASSOCIATION 2017 BUDGETED INCOME STATEMENT PROJECTION

	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	2017 TOTAL	Monthly Avg
Client Revenue (Braeside)	14595	13182	14595	14124	14595	14124	14595	14595	14124	14595	14124	14595	171842	14320
Less: House Expenses	44975	47525	46875	52510	42725	43725	42825	44975	43425	45725	43725	51225	550240	45853
Client Revenue (Melmar)	1453	1453	1453	1453	1453	1453	1453	1453	1453	1453	1453	1453	17430	1453
Less Melmar Expenses	2486	2466	2446	3746	2386	2086	2106	2406	2466	2466	2486	2455	30000	2500
Net Surplus/(Deficit) Recovery Houses	-31414	-35357	-33274	-40680	-29064	-30235	-28884	-31334	-30315	-32144	-30635	-37633	-390969	-32581
Store Revenue	43750	40250	47250	40250	45500	45500	43750	45500	43750	43750	43750	42000	525000	43750
Less: Store Expenses	18251	19851	20501	21251	19201	19401	17901	19651	17901	19401	19951	22201	235465	19622
Net Surplus/(Deficit) Store	25499	20399	26749	18999	26299	26099	25849	25849	25849	24349	23799	19799	289535	24128
Fundraising Revenue	68000	57900	4400	4400	5100	3500	2500	4000	28500	6000	12000	11000	207300	17275
Less: Fundraising Costs	0	20000	0	0	0	0	0	0	0	0	0	0	20000	1667
Net Surplus/(Deficit) Fundraising	68000	37900	4400	4400	5100	3500	2500	4000	28500	6000	12000	11000	187300	15608
NET SURPLUS/(DEFICIT)	62085	22942	-2125	-17281	2335	-636	-535	-1485	24034	-1795	5164	-6834	85866	7156