



2018 **Annual** Report



Potential Place is an accredited Clubhouse dedicated to maintaining a community for individuals with mental illness through participation, personal development, and individual empowerment. Through our structured work-ordered day we utilize the talents and abilities of members working side-by-side with staff to run the operations of our Clubhouse. Potential Place provides advocacy for employment, housing, entitlements and education.

“A Place Of Hope In A Community That Cares”



A Word From Andrew & Frank

“A Place Of Hope In A Community That Cares”

Potential Place is a non-profit mental health agency dedicated to improving the lives of people with chronic mental illness using the Clubhouse model of psychosocial rehabilitation.

Potential Place is one of over 300 Clubhouses world-wide. We are the only accredited Clubhouse in Alberta (accredited by Clubhouse International) and one of 6 accredited Clubhouses in Canada. Accreditation is awarded based on periodic audits that measure our adherence to the 37 Clubhouse International Standards.

Potential Place's vision is illuminating the Calgary community about mental health by offering people with mental illness the support they need to recover and fully participate as valued members of society. Potential Place is dedicated to maintaining a safe environment for individuals with mental illness through opportunities for friendships, employment, housing, education and the support needed for recovery.

Potential Place has a focused strategy, robust governance, engaged members, experienced staff and capable leadership. The Board of Directors of Potential Place is currently effectively advancing and executing its vision and mission.

Any adult with a history of mental illness is eligible for membership at Potential Place. Membership is voluntary, without cost, and without time limits. The trajectory of mental health recovery through participation in the Clubhouse model of recovery means this:

- Better employment rates – 42% at Accredited Clubhouses annually – double the average rate for people in the public mental health system, plus longer on-the-job tenure for members engaging in Clubhouse Transitional Employment.
- Cost effectiveness – one year of holistic recovery services are delivered to Clubhouse members for the same cost as a 2-week stay at a psychiatric hospital.
- A significant decrease in hospitalizations as a result of membership in a Clubhouse program. The cost of a recovery centre such as Potential Place is approximately \$20 per member per day. This compares to the cost of a hospital bed of well over \$1000 per day.
- Reduced incarcerations – criminal justice system involvement is substantially diminished during and after Clubhouse psycho-social program membership.
- Improved Well-Being compared with individuals receiving psychiatric services without Clubhouse membership. Clubhouse members were significantly more likely to report that they had close friendships and some-one they could rely on when they needed help.
- Better physical and mental health – a recent study suggests that service systems like Clubhouses that offer ongoing social supports enhance mental and physical health by reducing disconnectedness.

Member stories grace several of the pages that follow. The balance of the Annual report adds some colour to the raison d'etre of Potential Place as an intentional community of mental health clients striving to recover! We trust that you will enjoy reading it as much as members and staff enjoyed putting it together for our stakeholders.



Andrew Sunter
Board Chair



Frank Kelton
Executive Director

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Who We Are & What We Do

Potential Place and other clubhouses are a powerful demonstration of the fact that people with mental illness can (and do) lead normal, productive lives. Clubhouses are local community centers that provide members with opportunities to build long-term relationships that, in turn, support them in obtaining employment, education, and affordable housing.



Our Mission

Potential Place is dedicated to maintaining a community for individuals with mental illness through participation, personal development, and empowerment.

Our Vision

We aim to support recovery from mental illness in a community that guarantees a place to come to, meaningful work, meaningful relationships, and a place to return to.

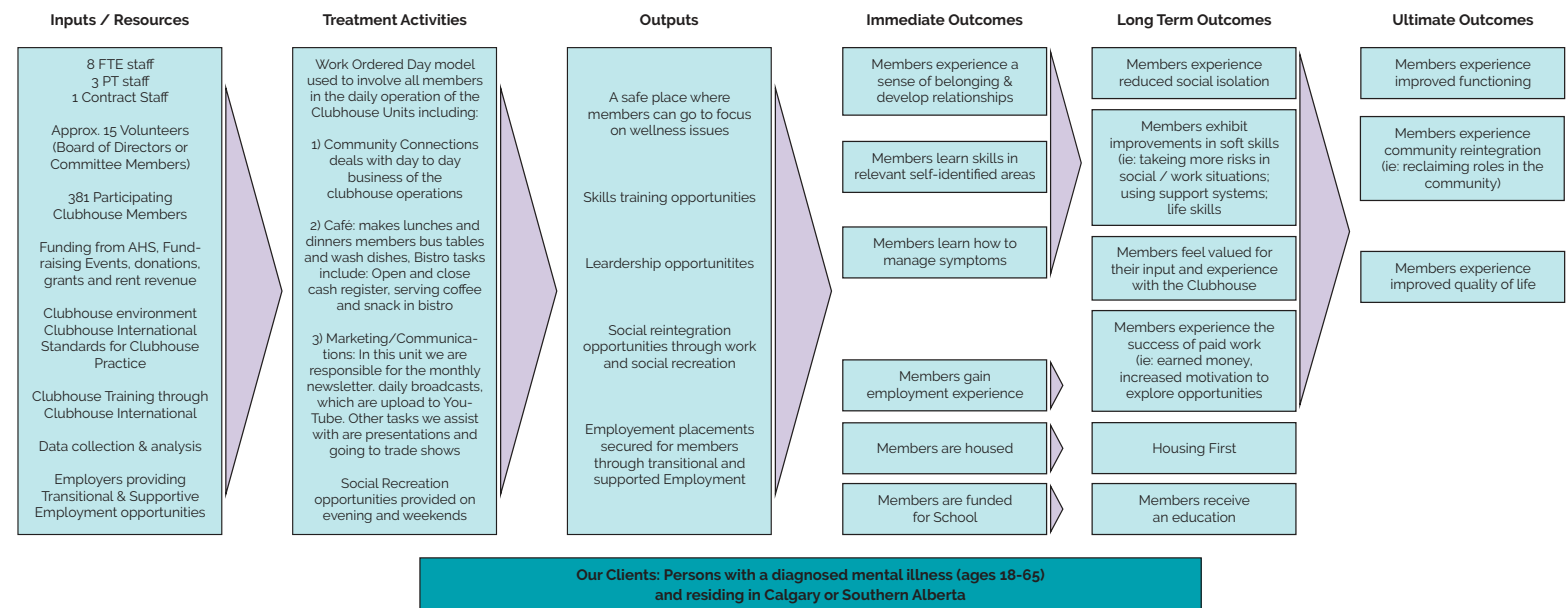
Our History

Founded in 1948, the very first clubhouse opened in New York under the name Fountain House. It began when 6 patients of Rockland State Hospital came together to share their stories, paint, read, and develop their own support network. Once the 6 patients were discharged, these meetings continued on the steps of the New York Public Library. These patients saw how much their support and fellowship benefitted each other, and developed a group they called We Are Not Alone (WANA). This group proved to be a foundation for the Clubhouse Model.

The concept of the Clubhouse came to Calgary circa 1995 when a group of patients and stakeholders within the field of mental illness came together to develop a support network of their own. By 1997, this group was meeting regularly in the basement of Knox United Church. It was here that we took on the name Potential Place Clubhouse.

Over the years, we have continued to flourish, attaining our Clubhouse Accreditation in 2000 and outgrowing several locations along the way. The last 10 years have brought the advent of several programs, including the Young Adults of Potential Place program. We are pleased with the progress we have made since our beginnings in 1995, and look forward to all the things we can accomplish in the future.

POTENTIAL PLACE SOCIETY (Clubhouse) Program Logic Model



“How I didn't Become an Astronaut

– Simon A.

What does every kid want to be when they grow up? The usual answer is – an astronaut. I was no different. But I was different. I was special – I was a gifted child.

In the spring of '95 I started having delusions of grandeur – My parents had been trying to get me into the hospital for months, but I was never a danger to myself or others. I had the delusion that I was a Hollywood superstar, and tried to run off to Los Angeles. They caught me, and into the psych ward I went. After two months of meds and treatment I was released and my family moved to Calgary. All I

was trying to do was survive my schizophrenia. But I found an outlet – I started public speaking about my illness. I started going around to high schools and talking to kids about schizophrenia. And I was good at it.

I am nearly completely health now, except for the occasional voices. I may not be an astronaut but I am grateful to the Lord for putting me on this path. I have gained great wisdom and experience from my life and I am proud to be a schizophrenia survivor. I may not be an astronaut, but I have a clear view of the Earth.

The Clubhouse

Clubhouses offer people living with mental illness hope and opportunities to reach their full potential. They operate on proven Standards which have been developed by Clubhouse International over two decades and which are effective in over 300 Clubhouses worldwide.

Clubhouse International Standards

Every two years, the worldwide Clubhouse community reviews these standards and amends them as necessary. The process is coordinated by the Clubhouse International Standards Review Committee, made up of members and staff from Accredited Clubhouses around the world. This iteration of our standards was solidified in 2016.

Membership

Membership assures members that their participation is fully voluntary and that they can access all the opportunities available to them through Clubhouses.

- Membership is voluntary and without time limits.
- The Clubhouse has control over its acceptance of new members. Membership is open to anyone with a history of mental illness unless that person poses a significant and current threat to the general safety of the Clubhouse community.
- Members choose how they interact with the Clubhouse and Clubhouse staff. There are no agreements, contracts, schedules, or rules intended to enforce participation of members.
- All members have equal access to every Clubhouse opportunity with no differentiation based on diagnosis or level of functioning.
- Members at their choice are involved in the writing of all records reflecting their participation in the Clubhouse. All such records are to be signed by both member and staff.
- Members have a right to immediate re-entry into the Clubhouse community after any length of absence, unless their return poses a threat to the Clubhouse community.
- The Clubhouse provides an effective outreach system to members who are not attending, becoming isolated in the community, or hospitalized.

Relationships

Relationships describes the unique collegial relationship between Clubhouse staff and members.

- All Clubhouse meetings are open to both members and staff. There are no formal member-only meetings or formal staff-only meetings where program decisions and member issues are discussed.
- There is sufficient Clubhouse staff to engage the membership, yet few enough to make carrying out their responsibilities impossible without member involvement.
- Clubhouse staff have generalist roles. All staff share employment, housing, evening and weekend, holiday, and unit responsibilities. Clubhouse staff do not divide their time between Clubhouse and other major work responsibilities that conflict with the unique nature of member/staff relationships.
- Responsibility of Clubhouse operation lies with the members and staff, and ultimately, the Clubhouse director. Central to this responsibility is the engagement of members and staff in all aspects of Clubhouse operation.

Space

Space emphasizes the importance of creating a dignified, attractive environment where important work is carried out.

- The Clubhouse has its own identity, including its own name, mailing address and telephone number.
- The Clubhouse is located in its own physical space. It is separate from any mental health center or institutional settings and is impermeable to other programs. The Clubhouse is designed to facilitate the work-ordered day and at the same time be attractive, adequate in size, and convey a sense of respect and dignity.
- All Clubhouse space is member and staff accessible. There are no staff-only or member-only spaces.

Work-Ordered Day

Work-Ordered Day describes the structure of the day-to-day activity within a Clubhouse, organized to help members develop self-esteem, confidence, and friendships which make up the foundation of the recovery process.

- The work-ordered day engages members and staff together, side-by-side in the running of the Clubhouse. The Clubhouse focuses on strengths, talents, and abilities; therefore, the work-ordered day must not include medication clinics, day treatment, or therapy programs within the Clubhouse.



- The Clubhouse is open at least five days a week. The work-ordered day parallels typical working hours.
- The Clubhouse is organized into one or more work units, each of which has sufficient staff, members, and meaningful work to sustain a full and engaging work-ordered day. Unit meetings are held to foster relationships as well as to organize and plan the work of the day.
- The work done in the Clubhouse is exclusively the work generated by the Clubhouse in the operation and enhancement of the Clubhouse community. No work for outside individuals or agencies, paid or unpaid, is acceptable work in the Clubhouse. Members are not paid for any Clubhouse work, nor are there any artificial reward systems.
- All work in the Clubhouse is designed to help members regain self-worth, purpose, and confidence; it is not intended to be job specific training.
- Members have the opportunity to participate in all the work of the Clubhouse, including administration, research, enrollment and orientation, outreach, hiring, training and evaluation of staff, public relations, advocacy, and evaluation of Clubhouse effectiveness.



“His “get-it-done” attitude never fails to amaze me.

– Mike G.

Mike is affectionately known to many at the Clubhouse as “Mr. Good-looking”. He was born and raised in Calgary, Alberta. His childhood and formative years were less than ideal. He suffered physical and emotional abuse from a family member, and was recognized by Grade 3 as having a learning disability and difficulty concentrating. He had few friends and was often picked on by his peers. All of this resulted in him being a loner and isolated. Compounding this isolation he lost his father very early in his life. He started to experience depression early on.

Mike became a member of Potential Place Clubhouse in June of 2007. At first he didn't engage fully with the clubhouse, but eventually became more and more involved. Mike stood out as a member leader at the time that Potential Place experienced a crisis 2 years ago. He was established as the

Member Advocate to the Board of Directors to help improve Board-Staff-Member communications and relationships. This was a role he immersed himself in and has had a huge impact on the success our Clubhouse experienced in coming together.

Mike says his involvement at Clubhouse has taught him how to develop relationships with other people and everyone at Potential Place knows and appreciates his commitment. He is much more sociable and says even his relationship with Holly is stronger than it's ever been (9 years later).

Mike often says “Potential Place saved my life.” We say “Mike helped save our Clubhouse.”

Employment

Employment ensures that Clubhouses offer members organized, effective strategies for moving into and maintaining gainful employment. Members have access to:

- The Clubhouse enables its members to return to paid work through Transitional Employment, Supported Employment, and Independent Employment. The Clubhouse does not provide employment to members through in-house businesses, segregated Clubhouse enterprises, or sheltered workshops.

Transitional Employment

- The Clubhouse offers its own Transitional Employment program which provides, as a right of membership, opportunities for members to work on job placements in the labour market. As a defining characteristic of a Clubhouse Transitional Employment program, the Clubhouse guarantees coverage on all placements during member absences. In addition, the Transitional Employment program meets the following basic criteria.
 - The desire to work is the single most important factor determining placement opportunity.
 - Placement opportunities will continue to be available regardless of the level of success in previous placements.
 - Members work at the employer's place of business.
 - Members are paid the prevailing wage rate, but at least minimum wage, directly by the employer.
 - Transitional Employment placements are drawn from a wide variety of jobs.
 - Transitional Employment placements are part-time and time-limited; generally 15 to 20 hours per week and from 6 to 9 months in duration.
 - Selection and training of members on Transitional Employment is the responsibility of the Clubhouse, not the employer.
 - Clubhouse members and staff prepare reports on TE placements for all appropriate agencies dealing with members' benefits.
 - Transitional Employment placements are managed by Clubhouse staff and members and not by TE specialists.
 - There are no TE placements within the Clubhouse. Transitional Employment placements at an auspice agency must be off-site from the Clubhouse and meet all of the above criteria.

Supported and Independent Employment

- The Clubhouse offers its own Supported and Independent Employment Programs to assist members in securing, sustaining, and bettering their employment. As a defining characteristic of Clubhouse Supported Employment, the Clubhouse maintains a relationship with the working member and the employer. Members and staff in partnership determine the type, frequency, and location of desired supports.
- Members who are working independently continue to have access to all Clubhouse supports and opportunities, including advocacy for entitlements and assistance with housing, clinical, legal, financial, and personal issues, as well as participation in evening and weekend programs.

Education

Education ensures that Clubhouses offer members effective opportunities to complete their education.

- The Clubhouse assists members in reaching their vocational and educational goals by helping them take advantage of educational opportunities in the community. When the Clubhouse also provides an in-house education program, it significantly utilizes the teaching and tutoring skills of members.

Functions of the House

Functions of the House addresses the basic requirements for meeting members' needs with an emphasis on social and healthcare services. The Clubhouse is located in an area where access to local transportation can be assured, both in terms of getting to and from the program and accessing TE opportunities. The Clubhouse provides or arranges for effective alternatives whenever access to public transportation is limited.

- Community support services are provided by members and staff of the Clubhouse.
- Community support activities are centred in the work unit structure of the Clubhouse. They include helping with entitlements, housing and advocacy, promoting healthy lifestyles, as well as assistance in accessing quality medical, psychological, pharmacological, and substance abuse services in the community.
- The Clubhouse provides assistance, activities, and opportunities designed to help members develop and maintain healthy lifestyles.
- The Clubhouse is committed to securing a range of safe, decent, and affordable housing choices, including independent living opportunities for all members. The Clubhouse has access to opportunities that meet these criteria, or if unavailable, the Clubhouse develops its own housing program. Clubhouse housing programs meet the following basic criteria:
 - Members and staff manage the program together.
 - Members who live there do so by choice.
 - Members choose the location of their housing and their roommates.
 - Policies and procedures are developed in a manner consistent with the rest of the Clubhouse culture.
 - The level of support increases or decreases in response to the changing needs of the member.
 - Members and staff actively reach out to help members keep their housing, especially during periods of hospitalization.
- The Clubhouse conducts an objective evaluation of its effectiveness, including Clubhouse International Accreditation.
- The Clubhouse director, members, staff and other appropriate persons participate in a comprehensive two or three-week training program in the Clubhouse Model at a certified training base.
- The Clubhouse has recreational and social programs during evenings and on weekends. Holidays are celebrated on the actual day they are observed.

Funding, Governance, & Administration

Funding, Governance, and Administration describes requirements for overseeing and managing Clubhouses.

- The Clubhouse has an independent board of directors, or if it is affiliated with a sponsoring agency, has a separate advisory board comprised of individuals uniquely positioned to provide financial, legal, legislative, employment development, consumer, and community support and advocacy for the Clubhouse.
- The Clubhouse develops and maintains its own budget, approved by the board or supported by an advisory board, which provides input and recommendations prior to the beginning of the fiscal year and routinely monitors it during the year.
- Staff salaries are competitive with comparable positions in the mental health field.
- The Clubhouse has the support of appropriate mental health authorities and all necessary licenses and accreditations. The Clubhouse collaborates with people and organizations that can increase its effectiveness in the broader community.
- The Clubhouse holds open forums and has procedures which enable members and staff to actively participate in decision making (generally by consensus) regarding governance, policy-making, and the future direction and development of the Clubhouse.



“Where do I start? It's been such a long journey.

– Olivier M.

As a child I was probably very sick but I wasn't getting any help until about age 28. When my brother died things really started to fall apart. I had a terrible time maintaining relationships and jobs.

I found out about Potential Place through the Schizophrenia Society about 9 years ago and found that folks treated me nicely. I started to become involved in the work-ordered day. I struggled somewhat with some of my colleagues at the time but my brother encouraged me to continue to come. I worked in the kitchen chopping fruits, vegetables, making salads, washing dishes, etc. I found a place that helped me to feel like I was accomplishing

something and participating in worthwhile tasks. I felt like I was a part of something bigger. When I had tried previous jobs I felt disengaged, anxious and even afraid. But at Potential Place, I found an environment of understanding and I also had a change in my medications which helped to improve my thinking process and decreased my fears and anxieties.

Today I go to the Sheldon Chumir and Potential Place for continued support. I also volunteer at the Canadian Mental Health Association (CMHA). In the future I would like to continue with my painting and my writing.

Some of Our Clubhouse Units

Café & Bistro

This unit is where we cook and work as a team, constantly learning about food and different recipes. We cook lunches every day and sell them at noon. Most colleagues working in the Café have their food handling certificate. This way, the kitchen is a healthier and safer environment. There are two unit meetings every day in order to plan the day; one in the morning and one after lunch.

The bistro is part of the Café unit. Colleagues can purchase coffee and tea, as well as small snacks. Members working in the Café gain some experience in handling cash and customer service. Many great conversations occur over a cup of coffee in the bistro.



Marketing & Communications

The marketing unit is responsible for all Clubhouse social media, advertising, awareness within the community, and digital or media work. We use our social media as a tool in assisting us with getting our message out there and stomping out the stigma associated with mental illness.

The marketing unit is also home to our daily newsletter and our monthly Challenger. We recently started filming daily and biweekly Potential Place News broadcasts which are available on our YouTube channel. The marketing unit also helps with the completion of grant applications.

Young Adults of Potential Place

The YAOP program is a new and exciting initiative for individuals between the age of 18 and 30. This opportunity provides a higher degree of peer-to-peer engagement between young adults who are transitioning between youth and adult programming. Work-ordered-day responsibilities as well as social and recreational activities are more age appropriate, and oftentimes, more engaging.

Our Programs

Employment

Our employment program offers tremendous benefits not only to our Clubhouse members but to local businesses as well.

We ensure that the Clubhouse member that fills an available position is at least as competent and capable as someone the employer might find through other means. Potential Place also helps train our members for the position at no cost to the employer. This program helps businesses address staffing needs while helping our members gain professional skills, experience, and confidence.



“Potential Place can really impact and change peoples lives.

– Michael H.

I joined Potential Place in October 2016 after a bit of hesitation, having known about Potential Place since 2014.

I have found supported employment at Staples through the Transitional Employment Program with Potential Place. Before I became a member, I had not worked in 5 yrs. The day of my intake, I said to myself, if I work again it will be because of Potential Place and the Employment Program. I work hard to do a good job, and when my term in the TE came to an end, Staples offered me a permanent part-time position.

Being a member of Potential Place has greatly improved my quality of life. From giving me an avenue to give back with the Food Link Program, to having a job, to being able to contribute in day-to-day functions with meaning. I now have a greater purpose, a sense of responsibility to others, and more meaning in life.

Potential Place can really impact and change people's lives. I know because being a member has changed mine.

Our Objective

The Transitional Employment Program is anchored around part-time entry-level positions; usually between six and nine months in length, and offering between 12 - 20 working hours per week.

Potential Place works directly with each participating business. When we have a clear understanding of the role, the skills it requires, and the type of person the company requires, we will select the appropriate member who is most motivated to work, and fulfills the necessary criteria.



Post Secondary Funding

Potential Place actively seeks out funding opportunities to provide financial support for members looking to pursue post-secondary education. When public funding is not available, members are eligible to receive up to \$1000.00 per fiscal year.

Education Grant Recipients

06/01/2017	Brian G.
06/01/2017	Richard D.
09/01/2017	Hannelore W.
09/01/2017	Stephanie M.
10/16/2017	Jade B.
11/01/2017	Irving C.
02/07/2018	Jessica W.
03/29/2018	Stephanie M.

Employer Benefits

- No recruitment costs
- No absenteeism – positions always supported & filled as needed
- Members are eager and motivated to work
- No training costs
- No turnover

Member Benefits

- Access to part-time positions
- Gain new skills and work experience
- Earn their own income

Education

Our Clubhouse Standards state:

The Clubhouse assists members to reach their vocational and educational goals by helping them take advantage of educational opportunities in the community. When the Clubhouse also provides an in-house education program, it significantly utilizes the teaching and tutoring skills of members.

Potential Place is currently demonstrating its commitment to this standard by having monthly career dinners where members can enjoy a meal and participate in discussions about their career goals. These discussions often include an educational component.

Supporting Members in Their Education

The Clubhouse fosters tutoring programs in a supportive colleague-to-colleague environment for members who are in various educational programs. Members also have access to The Education Room, which functions as a quiet study space. The room currently has 3 computers that can be utilized for educational research and homework completion.



“The Clubhouse is a safe and welcoming experience.

– Jessica W.

In 2007 I decided to go back to school, studying holistic therapy at Wild Rose College. I signed up for basic courses like Anatomy, Physiology, Biology, and Biochemistry. I also took some healing courses, first to heal myself, and then to help others heal.

Interestingly enough, when I began school back in 2007, I was just developing what was eventually diagnosed as schizophrenia. I guess what I may be saying, is that despite adversities and challenges, we can each still do our best, and continue to reach for our dreams. In fact it is part of it as well.

Now, 11 years later, I am close to graduating. It took a while, and there were lots of changes over the years, but I'm grateful for all I have learned so far. I guess what I'm saying is that, despite adversities and challenges, we can each still do our best, and continue to reach for our dreams.

I'm thankful to all of you that are colleagues here at Potential Place, and at the other Clubhouses around the world. You help make making our Clubhouse's a safe, enjoyable, welcoming and positive experience.

Housing

In addition to advocating housing for members, Potential Place owns two apartment buildings which allow members to live independently within a community that supports and understands them. Our focus remains one of supporting members, strengthening individual recovery, and building community.

The Year in Review

Over the past year, we have been able to welcome a few long-time members to the buildings. Building residents and clubhouse colleagues have helped out by helping with moving days, garbage runs, or getting new furniture from the Drop Inn Centre and from Women in Need.

This spring, we said goodbye to some members who decided to explore new cities. However, when they made the decision to return to Calgary, we were happy to welcome them back into their residences. We consider it a privilege to offer support in times of uncertainty.



“ Hope is stronger than fear.

– Moe A.

My journey of life was full of journeys; experiencing revolution and war, moving from one continent to another, different cities and neighborhoods, so you can imagine all those places, homes, apartments, different architectures and so on, plus some good and bitter memories.

The opportunity came up when I managed to control my depression and realized that no one else can help me other than myself. With the help of my case workers and medical advisors I found the Promised Land of Calgary, Potential Place Club-

house and in no time in return of my LITTLE help for them they make a HUGE favor in return and arranged a new home for me.

Fairytales can happen in real life if your expectations are realistic. To make one (or more) happen you need to become a part of Clubhouse and from there it's a ride in the park.

Sometimes a man should be big enough to realize how small he is and if you manage to do so it will make your path to victory lot easier.

Renovations & Maintenance

Members recently took an active role in the installation of new flooring in two occupied suites. Potential Place staff and members worked together to move furniture and remove old carpets and baseboards. Both units look excellent!

This spring, our larger building undertook its highly ambitious gardening project. Using old filing cabinets, spray paint, and stencils, members and staff created bespoke garden planters. After digging compost at The Mushroom Farm, the project concluded with a well-attended gardening day, featuring a hot dog barbeque.

Residents continue to maintain the garden with enthusiasm and accountability. This is consistent with the way they maintain, clean, and vacuum all common areas.

Future Plans

Upcoming plans include a balcony and further flooring projects. The future may also include a group yard sale to liquidate some clutter, further engage our members, and bring our housing community together. None of this could be accomplished without the efforts of our dedicated residents!

Social Recreation

Social Recreation is an essential part of the Clubhouse community and culture as it allows colleagues to build a supportive network of relationships. Recreational functions encourage colleagues to socialize and participate, rather than isolate. Through different weekly events, Potential Place members can start, build, and strengthen important relationships. This is an important part of the recovery process and can help boost both one's physical and mental health.

Activities vary every week and are based on the wants and needs of our members. Some events take place at the Clubhouse, while many others are held off site. All members contribute 50% towards the cost of social recreation events.

Examples of On-Campus Events

- Talent Night
- Card & Board Game Nights
- Karaoke
- Arts & Crafts
- Dances
- Movie Night

Examples of Off-Campus Events

- Going to the Movies
- Horseback Riding
- Swimming
- Farm Visits
- Bowling
- Billiards
- Evening & Day Trips
- Picnics

Board of Directors



Andrew Sunter

Position : BOARD CHAIR

Andrew has been on the board since March of 2011. Andrew is a securities litigation lawyer with Burnet Duckworth and Palmer.



Chris Bonk

Position : SECRETARY

Chris is currently a Senior Advisor with Suncor Energy based in Calgary. He has extensive experience in human resources, compensation, budgeting, corporate strategy, and governance. Chris enjoys playing tennis and golf in his spare time.



Jason Hennig

Position : TREASURER T.

Jason has sat on the Board of Directors and held the role of Treasurer since March of 2015. Jason is legal counsel with FortisAlberta Inc. and prior to that role was a litigation lawyer with a large private firm in Calgary.



Greg Boone

Position : DIRECTOR

Greg is a Chartered Professional Accountant and a tax partner at the firm of Ernst & Young. Greg brings his accounting background to assist in the financial governance of Potential Place. Greg is married with 2 children and has lived in Calgary for four years. When he's not working, Greg enjoys spending time with his family and playing a round or two of golf.



Giuseppe Lazzarotto

Position : DIRECTOR

Giuseppe has been a member of Potential Place Clubhouse since 1998 and a Board member since June 2016. He works part-time in retail for Rexall. Giuseppe enjoys being active and helping members. As a Director, Giuseppe brings a member perspective to the entire Board.



Dr. Izu Nwachukwu, MB, BS, DCP, M.Sc, MRCPsych (UK), FRCPC

Position : DIRECTOR

Dr. Izu is a Calgary Psychiatrist and the clinical team lead at the Post Discharge Transitional Housing Program of Alberta Health Services. Dr. Izu has been on the Board of Directors since June 2016.



John R. Law

Position : DIRECTOR

John is retired from the construction industry. During his time in the industry, John worked as a General Contractor, Salesman, Marketing Manager, and Sales Manager. John has been involved with Potential Place as a consultant and volunteer since 2014. John and his family enjoy spending time at their cottage at Sylvan Lake.



Dr. John Rook, MB, BS, DCP, M.Sc, MRCPsych (UK), FRCPC.

Position : DIRECTOR

John is a former Executive Director of Potential Place and is delighted to return as a board member. Currently, he works for The Mustard Seed Society as Managing Director (Calgary) and Director of Strategic Initiatives. John was a university professor for 15 years, former President and CEO of the Calgary Homeless Foundation, is Founding Director of the Canadian Poverty Institute, and Chaired the National Council of Welfare for 6 years. He is married to Kim and they have 4 biological children and have fostered 3 others. John loves to read, write, and until recently, was an avid runner.



Kylan Kidd

Position : DIRECTOR

Kylan Kidd is a litigation associate at Burnet, Duckworth & Palmer LLP. In her spare time, Kylan can most often be found scouting out new restaurants with her partner or hanging out at the dog park with their puppy, Ella.



Frank Kelton

Position : EXECUTIVE DIRECTOR

Frank was appointed Executive Director on an interim basis in August 2012 and was made permanent Executive Director in February 2013. Prior to his appointment, Frank volunteered for over 10 years in the community in the areas of mental health and addictions. Prior to his engagement in mental health, Frank was an oil and gas executive for nearly 30 years.

Financials



INDEPENDENT AUDITOR'S REPORT

To the Members of Potential Place Society of Calgary:

We have audited the accompanying financial statements of Potential Place Society of Calgary, which comprise the statement of financial position as at March 31, 2018 and the statements of operations, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Potential Place Society of Calgary as at March 31, 2018 and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Calgary, Alberta
June 27, 2018

CALVISTA LLP
Suite 1635, 1632 • 14th Ave NW
Calgary, AB T2N 1M7

POTENTIAL PLACE SOCIETY OF CALGARY Statement of Financial Position As at March 31, 2018

	2018	2017
Assets		
Current		
Cash and cash equivalents	\$ 270,626	\$ 261,762
Restricted cash	62,550	48,299
Accounts receivable	649	949
Goods and services tax receivable	9,029	8,082
Prepaid expenses	28,550	27,025
	371,404	346,117
Property and equipment (Note 3)	1,601,248	1,675,518
	\$ 1,972,652	\$ 2,021,635
Liabilities and Net assets		
Current		
Accounts payable and accrued liabilities	\$ 66,968	\$ 64,365
Security deposits	11,255	12,725
Current portion of lease inducement (Note 6)	5,605	5,605
	83,828	82,695
Deferred contributions		
Related to operation (Note 4)	93,206	94,539
Related to property and equipment (Note 5)	575,563	622,580
	668,769	717,119
Lease inducement (Note 6)	10,276	15,881
	762,873	815,695
Net Assets		
Invested in property and equipment	1,025,686	1,052,938
Internally restricted (Note 7)	6,000	6,000
Unrestricted	178,093	147,002
	1,209,779	1,205,940
	\$ 1,972,652	\$ 2,021,635

POTENTIAL PLACE SOCIETY OF CALGARY
Statement of Operations
For the Year Ended March 31, 2018

	2018	2017
Revenue		
Grants - Alberta Health Services	\$ 675,348	\$ 683,866
Housing revenue	289,937	328,202
Casino	66,219	41,758
Government funding	48,002	34,234
Recognition of deferred contributions related to property and equipment	46,797	50,994
Donations	28,940	21,379
Food services	17,452	18,835
Fundraising	6,112	4,168
Insurance proceeds received	5,287	3,414
Donation in kind	1,180	558
Interest from other sources	388	358
Membership dues	165	115
Other income		1,171
	1,185,827	1,189,052
Expenses		
Salaries and benefits	663,998	693,631
Rent	155,345	149,923
General and administrative	107,072	67,802
Amortization	74,270	81,909
Repairs and maintenance	56,387	63,172
Program costs	41,127	34,629
Professional fees	24,949	20,416
Utilities	21,582	21,471
Advertising and promotion	17,043	17,938
Food services	16,417	12,116
Education program	3,083	1,839
Other expenses	715	
	1,181,988	1,164,846
Excess of revenue over expenses	\$ 3,839	\$ 24,206

POTENTIAL PLACE SOCIETY OF CALGARY
Statement of Changes in Net Assets
For the Year Ended March 31, 2018

	Invested in property and equipment	Internally restricted	Unrestricted	2018	2017
Net assets - beginning of year	\$ 1,052,938	\$ 6,000	\$ 147,002	\$ 1,205,940	\$ 1,181,734
Excess of revenue over expenses	(27,252)		31,091	3,839	24,206
Net assets - end of year	\$ 1,025,686	\$ 6,000	\$ 178,093	\$ 1,209,779	\$ 1,205,940

POTENTIAL PLACE SOCIETY OF CALGARY
Statement of Cash Flows
For the Year Ended March 31, 2018

	2018	2017
Operating activities		
Cash receipts from funders and donors	\$ 1,134,971	\$ 1,167,607
Cash paid to suppliers and employees	(1,112,244)	(1,061,099)
Interest received	388	358
Cash flows from operating activities	23,115	106,866
Investing activity		
Purchase of equipment		(2,379)
Increase in cash	23,115	104,487
Cash and cash equivalents - beginning of year	310,061	205,574
Cash and cash equivalents - end of year	333,176	310,061
Cash and cash equivalents consist of:		
Cash and cash equivalents	\$ 270,626	\$ 261,726
Restricted cash	62,550	48,299
	\$ 333,176	\$ 310,061

POTENTIAL PLACE SOCIETY OF CALGARY
Notes to Financial Statements
For the Year Ended March 31, 2018

1. Purpose of the organization

Potential Place Society of Calgary (the "Society") was formed in June of 1995 and commenced operations on April 8, 1996. The Society was incorporated under the Societies Act of Alberta and is a registered charity under Section 149 (1) of the Income Tax Act and is therefore not subject to the payment of income tax.

The Society provides a safe, responsive environment to enable those with severe and chronic mental illness to regain self-esteem, life and vocational skills through direct involvement in the Society's programs.

2. Summary of significant accounting policies

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations ("ASNPO") in Part III of the CPA Canada Handbook, and in management's opinion, have been properly prepared within reasonable limits of materiality and within the framework of the significant accounting policies summarized below:

Revenue recognition

The Society follows the deferral method of accounting for contributions.

Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable, if the amount to be received can be reasonably estimated and collection is reasonably assured.

Restricted investment income is recognized as revenue in the year in which the related expenses are incurred. Unrestricted investment income is recognized as revenue when earned.

Cash and cash equivalents

Cash includes cash on hand and in banks. Cash equivalents are investments in treasury bills and are valued at cost plus accrued interest. The carrying amounts approximate fair value because they have maturities at the date of purchase of less than ninety days.

Property and equipment

Property and equipment are recorded at cost. Contributed property and equipment are recorded at fair value the date of contribution. Amortization is calculated using the following rates and methods:

Apartment buildings	4%	declining balance
Leasehold improvements	term of lease	straight-line
Computer equipment	30%	declining balance
Furniture and equipment	20%	declining balance
Motor vehicles	30%	declining balance
Kitchen equipment	20%	declining balance

Property and equipment acquired during the year but not placed into use are not amortized until they are placed into use.

POTENTIAL PLACE SOCIETY OF CALGARY
Notes to Financial Statements
For the Year Ended March 31, 2018

2. Summary of significant accounting policies

Goods and services tax

Goods and services tax is recoverable at 50% as a rebate, which has been recorded as a receivable. The unrecoverable portion is recognized as an expense.

Contributed services

Volunteers contributed many hours per year to assist the Society in carrying out its services and programs. Due to the difficulty of determining their fair value, contributed services are not recognized in the financial statements.

Contributed materials

Contributed materials are recognized in the financial statements only when their fair value can be reasonably determined and they would have been purchased to be used in the normal course of the Society's operations.

Financial instruments

The Society initially measures its financial assets and financial liabilities at fair value. It subsequently measures all of its financial assets and financial liabilities at amortized cost.

The financial assets measured at amortized cost include cash and cash equivalents, and accounts receivable. The financial liabilities measured at amortized cost include accounts payable and accrued liabilities, and security deposits.

Measurement uncertainty

The preparation of financial statements in conformity with Canadian ASNPO requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

3. Property and equipment

	Cost	Accumulated amortization	2018 Net book value	2017 Net book value
Land	\$ 748,000	\$	\$ 748,000	\$ 748,000
Land improvements	265,311	185,044	80,267	106,798
Buildings	1,171,422	450,622	720,800	750,833
Equipment	113,156	92,109	21,047	26,163
Motor vehicles	46,170	25,887	20,283	29,252
Computer equipment	56,620	50,620	5,985	8,390
Kitchen equipment	28,037	28,037	4,866	6,082
	\$ 2,428,716	\$ 827,468	\$ 1,601,248	\$ 1,675,518

POTENTIAL PLACE SOCIETY OF CALGARY
Notes to Financial Statements
For the Year Ended March 31, 2018

4. Deferred contributions

Related to operations

Deferred contributions related to operations represent funding dollars restricted by agreement upon receipt. The Casino which makes up a part of the ending balance as of March 31, 2018, is restricted to specific expenses in accordance with approvals granted on application by the Alberta Gaming and Liquor Commission.

	Beginning Balance	Additions	Utilizations	Ending balance
Casino	\$ 35,574	\$ 81,720	\$ 65,999	\$ 51,295
Calgary Foundation	28,965		19,554	9,411
Alberta Government - Communities Initiative Program (CIP)	30,000		22,500	7,500
Britt Wilson Event.		25,000		25,000
	\$ 94,539	\$ 106,720	\$ 108,053	\$ 93,206

5. Deferred contributions

Related to property and equipment

Deferred contributions related to property and equipment represent contributions restricted for the purchase of two apartment buildings, a roof replacement, a vehicle, and appliances. The contributions are being recognized as revenue on the same basis as the amortization of the acquired assets.

	Beginning Balance	Additions	Utilizations	Ending balance
Buildings	\$ 525,149	\$	\$ 21,006	\$ 504,143
Leasehold improvements	58,032		14,406	43,626
Vehicle	27,905		8,384	19,521
Equipment	7,593		1,998	5,595
Appliances	335		67	268
Computer	3,566		1,156	2,410
	\$ 622,580	\$	\$ 47,017	\$ 575,563

POTENTIAL PLACE SOCIETY OF CALGARY
Notes to Financial Statements
For the Year Ended March 31, 2018

6. Lease inducement

	2018	2017
Deferred lease inducement, beginning	\$ 21,486	\$ 27,091
Current portion of leasehold	(5,605)	(5,605)
Subtotal	15,881	21,486
Less current portion	(5,605)	(5,605)
Long term deferred lease inducement	\$ 10,276	\$ 15,881

At the beginning of the lease, the landlord offered the Society three months of free rent beginning on November 1, 2010. As per the lease agreement, the landlord further paid an amount upon the leasehold improvement completion to reimburse the costs. These lease inducements will be recognized as revenue over the term of the lease, which will be January 2021.

7. Internally restricted net assets

During the current year, the Board approved \$nil (2017 - \$6,000) as reserve funds for member education purposes. Internally restricted funds cannot be spent without board approval.

8. Commitments

The Society has lease agreement for its office premises. The Society also has a lease agreement for a copy machine. Future minimum annual lease payments for the next three years are as follows:

2019	79,277
2020	81,585
2021	67,988

9. Financial instruments

The Society's financial instruments consist of cash and cash equivalents, accounts receivable, accounts payable and accrued liabilities, and security deposits. All of these are reported at amortized cost.

Unless otherwise noted, it is management's opinion that the Society is not exposed to significant interest, currency or credit risks arising from these financial instruments. The carrying value of these financial instruments approximate their fair values, unless otherwise noted.

10. Comparative figures

Certain comparative figures have been reclassified to conform with the current year's financial statement presentation.



*"A Place Of Hope
In A Community That Cares"*



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