



# **RICHMOND WOMEN'S RESOURCE CENTRE**

**Annual Report  
2009 – 2010**

**110 – 7000 Minoru Blvd.  
Richmond, BC V6Y 3Z5  
Tel: 604 279 7060  
Fax: 604 279 7069**

**Richmond Women's Resource Centre Association**

**ANNUAL GENERAL MEETING 2010**

**Thursday, May 20, 2010**

The Caring Place

Room 340 – 7000 Minoru Blvd. Richmond

**AGENDA**

- 6:30 PM      **Registration**
- 7:00 PM      **Opening**
- Entertainment** The Jardines: Cherelle and Ajaye Jardine
- 7:10 PM      **Annual General Meeting**
1. Call to Order and Approval of Agenda
  2. Approval of Minutes of Previous AGM, May 20, 2009
  3. Annual Report
  4. Auditor's Report
  5. Stand Down of Previous Board
  6. Election of Board Members
  7. Other Business
  8. Closing Remarks
  9. Adjournment
- 7:45 PM      **Volunteer Recognition**
- 8:05 PM      **Followed by Refreshments & Entertainment by Linda Hamade**

**Richmond Women's Resource Centre  
Annual General Meeting**

**May 20, 2009  
Room 240 Caring Place**

Present: Approximately 60 members, guests and friends

Staff : Florence Yau and Suzan Burke

Special Guests: Acting Mayor Linda Barnes, Councillor Sue Halsey-Brandt, Councillor Bill McNulty, Charlotte Diamond, Devine Elden, Theresa Harding, Jeannette Duguay, Ryan Lake, David Reay, Martha Juillerat and Tammy Lindahl from Memories, Monica and Jing from the Vancouver Filipino Women's Centre.

Opening: The evening opened with our talented and generous RWRC Honorary Board member Charlotte Diamond, who sang a number of her songs for us and urged everyone to join in with "Four Hugs a Day."

1. Call to order at 7:15 pm by President De Whalen. Agenda was approved as presented. Acting Mayor Linda Barnes made opening remarks and thanked everyone for coming and for supporting the RWRC.
2. Minutes of the previous AGM May 14, 2008 were adopted by consensus.
3. The 2009 Annual Report was distributed to members. De Whalen thanked the RWRC for the opportunity to act as President and her intention to step down as President. She then summarized the high points of the last year: more funding now than ever; new programs, consistency of staff, establishment of an Endowment Fund; increased partnerships. It was M/S/C to adopt the report as presented.
4. The 2009 Auditor's report was presented by Treasurer Barb Knodel. Barb advised that copies were available at the sign in desk for members. It was M/S/C to adopt the auditor's report as presented.
5. Stand down of the Previous Board.
6. Election of new Board Members: The election was chaired by Kathy Kent. 14 nominations were received – they are:

Reg Brennan, Anne Christian, Marielle Demorest, Colleen Glynn, Grace Hsueh, Rita Knapp, Barb Knodel, Mary Scott, Lindsay Setzer, Magnolia Villalobos, Patricia Wang, De Whalen, Iveta Williams, and Charlene Wong.

Nomination from the floor: Linda Ramsey. There were no further nominations. It was M/S/C that the membership accepts all 15 nominations for the 2009-2010 RWRC Board of Directors.

7. Other Business:

De Whalen gave Bill McNulty a special award to acknowledge his volunteer work for the RWRC. She advised the membership that the Board has created a new category "Friend of the RWRC." De gave

Bill a certificate to honor him as our first "Friend." Bill donated \$200.00 to the RWRC and challenged others to do likewise.

8. Closing remarks:

De Whalen made some closing remarks and invited everyone to partake in the refreshments after enjoying the Ivy Group.

9. Adjournment: Meeting adjourned 7:45pm

Memories Thrift Store partners Martha Juillerat and Tammy Lindahl announced their store was having a sale. Martha also explained how your donated items can magically become income for the RWRC and Memories, both non-profit societies.

Volunteer recognition: Staff members Florence and Suzan presented volunteers with certificates of appreciation and flowers. Many volunteers spoke about the friendship and connections made in the RWRC.

Entertainment:

Volunteer Facilitator Vicky Sun and the Ivy Women's Cultural Group gave a beautiful dance and song performance for our entertainment. Florence thanked Vicky for volunteering her time to make the Ivy Group a success.

Respectfully submitted

De Whalen  
Member at Large

## **Richmond Women's Resource Centre Association**

### **Annual Report**

**May 20, 2010**

#### **Thank you to our staff, volunteers, facilitators and board.**

My name is Colleen Glynn and I am pleased to have served the membership for the past year in the capacity of Acting President, filling in for Lindsay Setzer when she moved to Ottawa to be with her family. I am ready to take over the position of President, and look forward to working with the 2010 Board of Directors.

I would like to thank our dedicated staff members, **Florence Yau** and **Suzan Burke** and our Bookkeeper **Fanny Tam**, who have managed, coordinated and supported all our programs and services to the women of Richmond.

I want to thank our program facilitators for serving our programs over the past year. They are: **Marielle Demorest, Jeet Dusanj, Linda Hamade, Laurie McEwan, Janene Preston, Sue Rose, Sarah Ross, Jacquie Siemens, Vicky Sun, Marie Talmey, Gail Thompson and Patience Tsai.**

Thanks also to our 2009 Board of Directors: **Reg Brennan, Anne Christian, Marielle Demorest, Grace Hsueh, Rita Knapp, Barb Knodel, Charlotte Li, Linda Ramsey, Mary Scott, Lindsay Setzer, Magnolia Villalobos, Patricia Wang, Iveta Williams, De Whalen and Charlene Wong.** Thanks for your all your hard work! I want you to know that this is a hands-on Board and they collectively put in more than 1800 hours of volunteer time in the last year.

I would also like to acknowledge and thank our Honorary Board: **Margaret Cornish, Charlotte Diamond, Devine Elden, Neeta Sandhu, Angela Schira, Itrath Syed and Mabel Tung** for lending their names and visibility to the RWRC and for promoting our programs in the community.

Finally, a BIG thank you to all our **Volunteers** who help keep the programs going and spread the word about the good work done at the Women's Centre.

#### **Accomplishments in 2008-2009**

##### **Funding**

Despite the challenging financial climate, we have managed to keep our funding levels consistent. Again this year we received grants from **BC Gaming, the City of Richmond, Vancity and Coast Capital Savings.** We also received new funding from **Walk BC** and **2010 Literacy Now.** All funds go directly into delivering our programs and services. We have also retained a donation from **Richmond Sunset Rotary** for furnishing the City owned Richmond Women's Shelter. Our Richmond Community Foundation **Endowment Fund** is in its second year of operation. This fund will eventually enable us to be self-sufficient. Donations are gratefully accepted of course!

##### **New Programs**

Due to our new funding, we were able to establish two new programs this year: **Air & Share**, a walking program for women and **Let's Read Together**, a literacy program for South Asian women and their children. These programs reach out to women to help them feel welcome and comfortable in the community while discovering new experiences and forging friendships with other women.

### **Continuing Programs**

Continued funding enables us to offer our many popular programs and services, such as **Volunteer Training, Information and Referral, Computer Training, Peer Support, English Conversation, Les Femmes Francais, Single Mother's support group, Grandmothers support group, Ivy Cultural group, Income Tax preparation, Work Ready and Richmond Shares.**

### **Outreach and Partnerships**

We have grown our relationships with the **Richmond Art Gallery, Memories Thrift Store, ROSE (Remember Our Sisters Everywhere), The Richmond Review, Richmond News and The Richmond Community Foundation.** Our partnership with **Memories and Table 38** on Richmond's **2010 Peace Project** helped to bring attention to Richmond's social justice **Champions of Peace** during the Olympics in February 2010.

A new partnership with the **Vancouver Filipino Women's Centre** provides mutual benefits where we host meetings for their Richmond members and they become involved with Women's Centre programs. Recently we established a relationship with **Richmond Hospital** so our Work Ready students can gain volunteer practicum experience in a patient-care setting. We also recently established a rewarding relationship with the **Richmond Public Library** for our Literacy program where the library provides staff expertise and the venue and we introduce women to the library.

We continue to foster relationships with Richmond's community agencies such as: **Richmond Community Services Advisory Committee, Family Services of Greater Vancouver, Richmond Poverty Response Committee, Richmond Food Security Society, Richmond Affordable Housing Task Force, Richmond Literacy Committee, Richmond Civic Engagement Network, Richmond Family Violence Prevention Network, Chimo Crisis Services, Richmond Multicultural Concerns Society, Volunteer Richmond Information Services, Richmond Secondary School and St. Albans Anglican Church.**

### **Advocacy**

The RWRC has spearheaded the **B.C. Living Wage** campaign in Richmond and have been **successful** in engaging the **Richmond Community Services Advisory Committee (RCSAC)** in endorsing a Richmond Living Wage. The next step is to encourage the City to become a living wage employer. We continue to advocate for poverty reduction with the **Open Letter on Poverty Reduction.** We also work with other Richmond groups to advocate for more **Affordable Housing.** We work with **First Call BC** in speaking out about **Child Poverty** – Richmond has the second highest rate of child poverty in BC. We have been **successful** in our campaign for a **Women's Shelter** in Richmond and the City of Richmond has recently purchased a house for this express purpose. The City is currently in discussions with Family Services and BC Housing about operating the shelter.

**Appendix 1:** As per RWRC Bylaws, please see Stand-down of Previous Board and Slate of 2009-2010 Board.

Respectfully submitted

Colleen Glynn

Acting President, RWRC

## **APPENDIX 1:**

### **STAND DOWN OF 2009-2010 BOARD**

- Reg Brennan
- Anne Christian
- Marielle Demorest
- Colleen Glynn
- Grace Hsueh
- Rita Knapp
- Barb Knodel
- Charlotte Li
- Linda Ramsey
- Mary Scott

- Lindsay Setzer
- Magnolia Villalobos
- De Whalen
- Iveta Williams
- Charlene Wong

#### **SLATE FOR 2010-2011 BOARD**

- Reg Brennan
- Marielle Demorest
- Colleen Glynn
- Rita Knapp
- Barb Knodel
- Charlotte Li
- Linda Ramsey
- Mary Scott
- Magnolia Villalobos
- Patricia Wang
- De Whalen
- Iveta Williams
- Charlene Wong
- Heather Hett
- Elainah Breitenstein



## **ADMINISTRATIVE MANAGER REPORT**

2009 had been a year of growth for the Richmond Women's Resource Centre.

In addition to our regular programs, we are excited to share the progress of the following two programs: **Canadian Work Experience Program** and **Richmond Shares**.

Thanks to the continued funding support from Vancity, we were able to offer the Canadian Work Experience Program for the second consecutive year after its initial launch in 2008. This popular 3-month intensive program includes: office and computer training, business English and communications, workshops, volunteer and practicum experience.

Richmond Shares had a successful year in promoting the web-based service to provide opportunities for Richmond residents to give year-round by donating free goods for low-income residents. With the funding support from Coast Capital and Richmond Community Foundation, a program facilitator was hired to coordinate the project. Promotion and marketing efforts had made an impact to the awareness of the service. By the end of the one year funding period, the project had facilitated a total of 125 matches.

### **Volunteers**

I wish to thank all our volunteers for their commitment and dedication to the Richmond Women's Resource Centre. Volunteers have definitely made a significant contribution to the work of the Centre and have enabled us to offer different programs and services to make women's lives better! Thank you volunteers!

### **Looking forward**

The South Asian Immigrant Women and Tot Reading Club is a new literacy project funded by the Richmond Community Literacy Grant. The goal of the project is to encourage immigrant women caregivers and their charges ages 0 – 5 years to attend the Cambie Public Library once a week for six months, and learn English by listening to early primary stories and reading to each other. In this way, the women will become better able to communicate in English, less isolated and more able to forge new friendships in the community.

Air and Share is a 4 month walking program funded by the Walk BC Grant to increase overall health in communities through a range of programs that promote walking.

I am thrilled to see the growth and expansion of the centre. Moving forward, I feel it is important to consolidate and build upon what we have achieved.

Respectfully submitted,  
Florence Yau

## Words From Our Volunteers

I started volunteering at the Richmond Women's Resource Centre since last September. I mostly helped Suzan with some office support such as: taking down statistics, signing up new members, answering phones, faxing, photocopying and typing up documents. If Suzan needed my assistance, I would help her in any capacity to get the job done.

For the past 5 months or so, I mainly volunteer for Richmond Shares and help Laurie answer phones, check emails and help connect donors with recipients. Often, this involves taking some of the cases home with me as sometimes the donor or recipient isn't available during office hours. I enjoy the work because it is very rewarding when I get a match. The feeling is almost as good as winning a lottery ticket. Perhaps it's even better than winning the big one because I can't describe the overwhelming feeling you get when you make two people happy with just two simple phone calls. The donor is happy because he/she can finally get rid of an item and at the same time gives it away for a good cause. The recipient is equally happy because he/she are able to receive a much needed item. It's a win-win situation. It's all good!

I really enjoy interacting with different people from all walks of life. RWRC enables me get to know more people from the community and to listen to their personal stories is highly rewarding and interesting. All the staff members at RWRC are also very welcoming and inclusive bunch of people. I really enjoy my volunteer hours at RWRC.

-Josephine Ching

Dear Members,

Re: Why do I Volunteer?

As a woman, I believe it is in our nature to nurture and give, especially towards our children and family. It is part of who we are.

To volunteer is also a form of giving. The Richmond Women's Resource Centre, assists and offers programs for new immigrant women, single moms, grandmothers and women returning to the workforce. It is my pleasure to be a part of this organization and in the process I gain the satisfaction of giving.

The Richmond Women's resource Centre has helped me with the Work ready Program. I have been out of the workforce for over 13 years raising my children, but the Work Ready Program has prepared me for the challenge of finding a job.

I appreciate all the support and help the center has given me, volunteering is my way of supporting other women like me.

Sincerely,

Linda Hamade

## Richmond Women's Resource Centre

### ANNUAL REPORT April 2009-March 2010

**FACILITATOR:** Carmen Lung/Mary Scott/Patricia Wang  
**PROGRAM:** Grandmothers Group  
**DAY:** Monday  
**TIME:** 9:30 – 11:30 am

<b>Monthly Activities 2009-2010</b>	<b>DESCRIPTION</b> <i>(please briefly summarize themes, or basic work you covered each month and include special field trips you did or any other extra training, or information you covered with your participants)</i>
April	Promotion of Grandmothers Group – Distributed flyers, placed adds in community newspapers and spoke to a seniors group about issues affecting seniors
May	Worked on more advertising, created a report regarding needs of seniors and what would be best suited for new facilitator
June	No Group Meetings
July	No Group Meetings
August	August 17 <sup>th</sup> - Richmond City Tour
September	No Grandmothers Group
October	October 19 <sup>th</sup> – Accessing Health Care
November	November 23 <sup>rd</sup> – Trip to Richmond Art Gallery
December	No Grandmothers Group Meeting due to Holiday Season
January	January 25 <sup>th</sup> - Fall Prevention
February	No Grandmother Group Due to the Olympics
March	No Grandmother Group

## Richmond Women's Resource Centre

Please provide on average the number of participants who attended each month: 16

The average number of participants who attended on a weekly basis: N/A

**Please write your recommendations and suggestions for this program. Use no more than 500 words.**

**Please list what materials or supplies you would like this program to have.**

**Please make any other comments here:**

The Grandmother's group was without a facilitator for most of the year which limited the number of events. Now with a facilitator on board it may be possible to expand the group to include grandmothers from other cultures either within the existing group or as a separate one. The challenge will be to market and advertise the group to the grandmothers to increase attendance.

## Richmond Women's Resource Centre

### ANNUAL REPORT April 2009-March 2010

**FACILITATOR:** Marie Hasha Tamby  
**PROGRAM:** English Conversation Class  
**DAY:** Monday  
**TIME:** 1 to 3 pm

Monthly Activities 2009-2010	DESCRIPTION <i>(please briefly summarize themes, or basic work you covered each month and include special field trips you did or any other extra training, or information you covered with your participants)</i>
April	Worked on basic grammar – missing words, crossword clues, multiple choice exercises. Food-related questions, menus and recipe discussions. Also worked on exercises and reading comprehension using the “West Coast Reader” as a tool.
May	“West Coast Reader”. Reading comprehension, continued with food-related vocabulary, multiple-choice questions and fill in the blanks. Worked also on word association games.
June	Worked on basic grammar skills – vocabulary and sentence building exercises. Group discussion about ordering food in a restaurant followed by vocabulary building exercise. Also had a potluck lunch, followed by food vocabulary and word association game.
July/August	Summer Break – No classes
September	Breaking the ice, new people in the group. Vocabulary exercises and summer activities discussion. Getting to know you, vocabulary and basic dialogue exercises. Reading from “West Coast Reader”.
October	Continued with “West Coast Reader”, reading and exercises. Reading comprehension with follow up exercises. Group discussion about Halloween Holiday and costumes.
November	English for tourists exercises. Conversation topics given by me to each student. Had to work on their own and this activity was followed by a group discussion. Continued with conversation topics, worked on assembling strip stories in small groups (sentences in a story are mixed up and the students have to find the right order of sentences to make it flow). General topics in group discussions followed by exercises.
December	Christmas potluck lunch and exercises. Group discussion about Christmas celebration around the world, followed by a cross word puzzle.
January	Talked about holiday activities, shopping, and family get together. Worked on vocabulary and sentence building skills. Basic grammar skills, present, past and future tense with examples and proper use in daily activities. Discussion about the pros and cons of the upcoming 2010 Games.
February	Was away at the Olympic Games – No classes
March	Group discussion about the games and Canada's gold medal victory. Had the group participate on March 8 <sup>th</sup> in the International Women's Day Event hosted by the centre. The students had a tough time understanding the speaker. Group discussion about difficulties in understanding different accents and speed rate at which the messages are delivered.

**Richmond Women's Resource Centre**

Please provide on average the number of participants who attended each month: 65

The average number of participants who attended on a weekly basis: 15

**Please write your recommendations and suggestions for this program. Use no more than 500 words.**

This group is now going strong. The students are getting to know each other well and help each other and this makes the progress of the class easy and smooth.

I have already suggested this last year. It would be great to add a writing component to the conversation class, if possible on the same day and may be have the class start from 12 to 3 pm. Conversation class from 12 to 2, followed by a 1 hour basic writing class.

**Please list what materials or supplies you would like this program to have.**

It would be wonderful to have a TV in the classroom to watch documentaries and have group discussions about specific topics.

Also, it would be great to have other reading materials like the "West Coast Reader" available for free for the students.

**Please make any other comments here:**

If funding is available, I would like to do more outdoor activities with the students in the summer. Group interactions in the outside world are very different from the safety of the classroom and this would be very beneficial to the growth in confidence for the students.

## Richmond Women's Resource Centre

### ANNUAL REPORT April 2009 – March 2010

**FACILITATOR:** Sarah Ross  
**PROGRAM:** Work Ready Program  
**DAY:** Tuesday  
**TIME:** 12:00 – 3:00

Monthly Activities 2008-2009	DESCRIPTION <i>(please briefly summarize themes, or basic work you covered each month and include special field trips you did or any other extra training, or information you covered with your participants)</i>
April	Orientation Grammar & 10 Principals of Effective Letter Writing Making a Good First Impression & the Communication Process Computer Training – Word 2 hrs./wk Job Search Skill Class – 2½ hrs./wk RWRC Volunteer Work
May	Grammar & Business Letter Writing Practice Effective Listening Skills, Communication Across Cultures & Communication with People with Disabilities Computer Training – Excel 2 hrs./wk Job Search Skill Class – 2½ hrs./wk RWRC Volunteer Work
June	VanCity Presentation
July/August	Design new schedule and calendars for next sessions. Prepare VanCity Report
September	Intake Interview (9 Candidates) Orientation Grammar & 10 Principals of Effective Letter Writing Making a Good First Impression & the Communication Process Computer Training – Word 2 hrs./wk Job Search Skills Classes – 2½ hr./wk RWRC Volunteer Work
October	Grammar & Business Letter Writing Practice Effective Listening Skills, Communication Across Cultures & Communication with People with Disabilities Computer Training – Excel 2 hrs./wk Conversation Class – 2½ hrs./wk RWRC Volunteer Work
November	VanCity Presentation
December	Revise schedule and calendars
January	Intake Interviews (7 Candidates) Orientation Grammar & 10 Principals of Effective Letter Writing Making a Good First Impression & the Communication Process

	Computer Training – Word 2 hrs./wk Job Search Skills Class – 2½ hrs./wk RWRC Volunteer Work
February	Grammar & General Writing Practice Telephone Techniques & the Communication Process Computer Training – Excel 2 hrs./wk Job Search Skills Class – 2½ hrs. RWRC or Memories Volunteer Work
March	Grammar & General Writing Practice Effective Listening, Communication Across Cultures & with People with Disabilities Computer Training & Practice 2 hrs/wk Job Search Skills Class – 2½ hrs. RWRC or Memories Volunteer Work

### **Richmond Women’s Resource Centre**

Please provide on average the number of participants who attended each month: 20

The average number of participants who attended on a weekly basis: 5

**Please write your recommendations and suggestions for this program. Use no more than 500 words:**

This Program has already been amended to include more hours for computer training, and the English Conversation component has been changed to a Job Search Skills class which is more in keeping with the needs of the participants. During that class English conversation practice takes place within the context of job search.

At this time, the only suggestion I can make for improvement is for more emphasis to be placed upon the requirements of possible future employers, i.e. candidates should be constantly made aware that attendance, punctuality and consistent communication is required of them as future eligible employees.

**Please list what materials or supplies you would like this program to have:**

It would be helpful if each candidate could be provided with a three ring binder. Each candidate should also be provided with a memory stick for their computer classes. I believe that these were supplied for \$5.00 each while supplies lasted, but I understand that supplies are no longer available at the Centre.

**Please make any other comments here:**

My only comment is that, as the Facilitator of this Program, I will endeavor to more strongly convey the message to all participants that they should cultivate better work ethics. Some women who have participated in the Program recently have not seemed to understand that a certain commitment to a training program is necessary in order to obtain the required skills to become employable.



## Richmond Women's Resource Centre

### ANNUAL REPORT April 2009-March 2010

**FACILITATOR:** Marielle Demorest  
**PROGRAM:** French Speaking Support Group  
**DAY:** Wednesday/Saturday  
**TIME:** 10:00 – 12:00/1:00 pm -3:00 pm

<b>Monthly Activities 2009-2010</b>	<b>DESCRIPTION</b> <i>(please briefly summarize themes, or basic work covered each month and include special field trips you did or any other extra training, or information you covered with your participants)</i>
April	Movie: The Battle for Algiers
May	Making Plans for the fall season, looking at local resources and talents
June	Outing to Steveston to visit 3 French Businesses and second hand stores
July	Met for Breakfast at White Spot. Many people came to practice their French
August	Met for Breakfast at White Spot. Many visitors to the visited us
September	Movie: Le Papillon Blue avec Pascale Bussieres (Marielles cousin)
October	Walk to Terra Nova to visit the new Medicinal garden and the birds
November	Workshop – Oriental Dance. Great Exercise
December	Seasons celebration
January	Workshop on how to prepare our “last wills and testaments”
February	No meeting due to the Olympics
March	My Herstory and My Belongings Celebration of the March of

## **Richmond Women's Resource Centre**

Please provide on average the number of participants who attended each month: 39

The average number of participants who attended on a weekly basis: 9

**Please write your recommendations and suggestions for this program. Use no more than 500 words:**

Women come and go. It is hard to get women to take over. Women are working long hours and have little time for community activities. We do alot of translation and accompany women to doctors offices, advocate for families and help them find jobs

**Please list what materials or supplies you would like this program to have:**

Copies/TV? Radio for listening to music  
Tea and cookies  
French Movies

**Please make any other comments here:**

Thanks to the Women's Centre for helping us meet to support and give help and referral that the French speaking women look for

## Richmond Women's Resource Centre

### ANNUAL REPORT

April 2009-March 2010

**FACILITATOR:** Vicky Sun  
**PROGRAM:** Ivy Women Cultural Group  
**DAY:** Every Wednesday /Tuesday  
**TIME:** 2:00-4:30pm /7:00 – 9:00 pm

<b>Monthly Activities 2009-2010</b>	<b>DESCRIPTION</b> <i>(please briefly summarize themes, or basic work you covered each month and include special field trips you did or any other extra training, or information you covered with your participants)</i>
April	Regularly dancing classes; body training exercises; Cantonese speaking classes. Participants around 14.
May	Regularly dancing classes; body training exercises; teaching Cantonese speaking classes. Participants around 16.
June	Regularly dancing classes; body training exercises; teaching Cantonese speaking classes. Participants around 18
July	Regularly dancing classes; body training exercises; teaching Cantonese speaking classes. Participants around 12
August	Regularly dancing classes; body training exercises; teaching Cantonese speaking classes. Participants around 12
September	Regularly dancing classes; body training exercises; teaching Cantonese speaking classes. Participants around 16
October	Regularly dancing classes; body training exercises; Taiji Saw teaching classes. Participants around 14. We served the Vancouver Chinatown Senior Community Center.
November	Regularly dancing classes; body training exercises; Taiji Saw teaching classes. Participants around 15. We were invited to performance for Ningbo Fellowship Association of Canada, in Vancouver.
December	Regularly dancing classes; body training exercises; Taiji Saw teaching classes. Participants around 14. We were invited to performance for the Centre of Low income senior, specially celebration day.
January	Place is Not available
February	Place is Not available
March	Place is Not available

**Richmond Women's Resource Centre**

Please provide on average the number of participants who attended each month: 130

The average number of participants who attended on a weekly basis:  $(15 \times 2 =) 30$

**Please write your recommendations and suggestions for this program. Use no more than 500 words.**

Our group activity need more time for regularly, such as twice a week or three times a week. But the each time should be short, one hour or one and half hour. Total hours are only 4 hours in a week. That will be much attracted by women and more women could join us. The time we can change to morning, if it is available.

**Please list what materials or supplies you would like this program to have.**

**Please make any other comments here:**

## Richmond Women's Resource Centre

### ANNUAL REPORT April 2009-March 2010

**FACILITATOR:** Jenn Farrell/ Shalon Sims  
**PROGRAM:** Hot Ink  
**DAY:** Wednesday  
**TIME:** 3:00 – 5:00 pm

Monthly Activities 2009-2010	DESCRIPTION <i>(please briefly summarize themes, or basic work you covered each month and include special field trips you did or any other extra training, or information you covered with your participants)</i>
April	Ongoing discussion of the editing process, self-editing, working with “found” images and text. Planning and discussion for field trip to the Vancouver Art Gallery. Guest speaker: Nadine Boyd (publishing sales rep, editor and writer). Planning and discussion of Hot Ink Magazine
May	Field trip to Vancouver Art Gallery. Discussion of review writing and ekphrastic poetry. Poetry exercise4s: using concrete words and images to convey abstract concepts and emotions. Planning and discussion of Hot Ink Magazine
June	Poetry recap, discussion of “the objective correlative” in poetry. Writing “location based” poems. A “walk and write” exercise around the school. Planning and discussion of Hot Ink Magazine.
July	Gathering final selections for Hot Ink Magazine, met to discuss design ideas, typefaces and layout.
August	Production and layout of Hot Ink Magazine
September	Final Production and layout of Hot Ink Magazine
October	Planning meeting with RWRC and Shalon Sims for next iteration of Hot Ink program with new facilitator
November	Recruitment and first classes. Getting to know girls and expectations
December	2 classes, focusing on short story writing, plot and scenes
January	Reading short stories and exploring them using writing prompts
February	Learning to use dialogue and planning to enter competitions
March	Editing short stories and sending them out to competitions

## Richmond Women's Resource Centre

Please provide on average the number of participants who attended each month: 21

The average number of participants who attended on a weekly basis: 5

**Please write your recommendations and suggestions for this program. Use no more than 500 words.**

**Jenn:** The Hot Ink program continues to be a safe, encouraging space for young women to hone their creative writing skills and explore the craft of writing. This year there was some program attrition in the spring months as schedules got busier. In addition, some students in the program were reluctant to have their work published. Lesson learned: in the future, make the magazine more of a focus earlier in the program and stress its importance through other publication exercises and activities (something like the new facilitator is doing)

**Shalon:** This program works really well at this point. Sometimes the girls don't show up, which can be frustrating because I have brought snacks. I believe that creating a recruitment statement which outlines expectations may help to avoid this problem in the future.

**Please list what materials or supplies you would like this program to have.**

**Jenn:** a small library of books, magazines, DVDs, writers guidelines for relevant publications and information on programs for young writers would be a helpful addition to Hot Ink, allowing participants to seek out further opportunities for study, publication options, or advice on the writing life.

**Shalon:** It would be nice to have a prepaid Starbucks or Tim Horton's card so the facilitator is not out of pocket.

**Please make any other comments here:**

**Jenn:** Working with the students in Hot Ink was a tremendous experience. Their talent, ideas and boundless energy was inspiring and delightful. I feel truly honoured to have been allowed to participate in the creative work of these bright young women. Moving forward, I know that the new facilitator, Shalon Sims, is enjoying the success as much as I did, and I am glad to see the program in such skilled and enthusiastic hands. Thanks to the RWRC for their ongoing support and guidance as the program grows and changes and adapts to the needs of the promising girls that it serves.

**Shalon:** The program is very enjoyable to facilitate – the girls are definitely learning to not only write more effectively, but to also express themselves, their emotions, aspirations and share their lives with each other

**Richmond Women's Resource Centre**

**ANNUAL REPORT**  
April 2009-March 2010

**FACILITATOR:** Sue Rose  
**PROGRAM:** Single Mothers Support Group  
**DAY:** Wednesday  
**TIME:** 6:15 to 8:15 pm

<b>Monthly Activities 2009-2010</b>	<b>DESCRIPTION</b> <i>(please briefly summarize themes, or basic work you covered each month and include special field trips you did or any other extra training, or information you covered with your participants)</i>
April	Belly Dancing Teacher taught all types of dancing IE: tango, salsa, jive etc
May	Yoga/Laughter yoga Meditation
June	Dream collages Design T-shirts
July	Immune system strengthening Nutrition for mothers and children
August	Self-defense Self-Esteem
September	Job training Family court system
October	Child custody Shared custody
November	Individual style – clothing, hair, colour chart Make-up
December	Boundaries series The secret
January	Victim cycle Change – moving on, how
February	Cognitive therapy Raising boys as single mothers
March	No Classes

**Richmond Women's Resource Centre**

Please provide on average the number of participants who attended each month: 26

The average number of participants who attended on a weekly basis: 6 (not including children)

**Please write your recommendations and suggestions for this program. Use no more than 500 words.**

**Please list what materials or supplies you would like this program to have.**

**Please make any other comments here:**



**RICHMOND WOMEN'S RESOURCE CENTRE**

**ANNUAL STATISTICAL REPORT FROM APRIL 2009 TO MARCH 2010**

**6044**

**# of Individuals**

<b>ISSUES</b>	<b>Phone</b>	<b>Drop-In</b>		<b>Total</b>
Abuse	18	19		37
Childcare/ Parenting	11	24		35
Divorce/ Separation	19	29		48
Employment	21	49		70
Health	17	23		40
Housing	27	31		58
Immigrant Services	4	12		16
Legal	19	24		43
Mental Health	11	23		34
Other	147	143		290
Poverty	17	23		40
<b>TOTAL</b>	<b>311</b>	<b>400</b>		<b>711</b>
<b>PROGRAMS/GROUPS</b>	<b>Phone</b>	<b>Drop-In</b>	<b>Program Participants</b>	<b>TOTAL</b>
CAP Program	18	101	227	346
Computer Training	41	66	178	285
English Conversation	28	102	780	910
Hot Ink	5	16	195	216
French Speaking Support Group	3	6	272	281
Grandmothers Group	9	13	109	131
Income Tax Assistance	38	56	29	123
IVY Women's Cultural Group	2	39	1170	1211
Peer Support	64	83	15	162
Single Mothers Support Group	25	14	282	321
Volunteer Program	49	60	396	505
Work Experience	37	61	212	310
<b>TOTAL</b>	<b>319</b>	<b>617</b>	<b>3865</b>	<b>4801</b>
<b>SUPPORT</b>	<b>Phone</b>	<b>Drop-in</b>	<b>Program Participants</b>	<b>TOTAL</b>
Advocacy	35	21	1	57
BWSS	3		1	4
Membership	14	60	77	148
Other/Richmond Shares	36	52	274	362
<b>TOTAL</b>	<b>88</b>	<b>133</b>	<b>353</b>	<b>574</b>
<b>OTHER</b>	<b>Phone</b>	<b>Drop-in</b>	<b>Program Participants</b>	<b>TOTAL</b>
Office Use	19	55	97	171
Networking	38	58	2	98
Special Events	41	80	55	176
Workshops	5	4	5	14
Reference	6	6	4	16
House Keeping	40	28	51	119
Other Information	72	86	6	164
<b>TOTAL</b>	<b>221</b>	<b>317</b>	<b>220</b>	<b>758</b>
<b>GRAND TOTAL</b>	<b>939</b>	<b>1467</b>	<b>4438</b>	<b>6844</b>

Total Volunteer Hours  
April 2009 – March 2010

<b>No.</b>	<b>Month</b>	<b>Number of Volunteers per Month</b>	<b>Total Volunteer Hours</b>
1	April 2009	37	331.5
2	May 2009	38	487
3	June 2009	39	279.25
4	July/August 2009	49	314.25
6	September 2009	42	290.5
7	October 2009	39	480.75
8	November 2009	35	318
9	December 2009	34	222.75
10	January 2010	36	369
11	February 2010	32	318.25
12	March 2010	36	320.25
<b>Total</b>	<b>Fiscal Year</b>	<b>417</b>	<b>3731.5</b>

During the 2009 – 2010 Fiscal year we had the privilege of working with over 55 amazing women. They have added a vibrant and diverse atmosphere to the Richmond Women’s Resource Centre. We would like to thank each and every one of them personally for their enthusiasm and support of the women in their community. Without them this centre would not be the same.