



UJAMAA GRANDMAS

Annual Reports - AGM May 5th 2019



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President's Report

Thank you all for supporting Ujamaa Grandmas (UG) over the past year. Our dynamic organization does make a profound difference, not only for our sister grandmothers in Africa through the Stephen Lewis Foundation (SLF), but for each of us. We are dedicated volunteers made up of grandmothers and grandothers, united in our UG goals of education and awareness, fundraising, and supporting each other and our community.

As you read the reports of our Board members and committee chairs, it will be evident that this was another year of accomplishment. It was also a devastating year. The human errors that resulted in the loss of close to \$9,000 through inaccurate credit/debit transactions at the BAGS, BABIES AND BEYOND sale in October also led to growth in our organization. A 'Root Cause Review' led by two of our members, Alice Campbell and Leslie Buckle, determined that, as an organization which has grown to 550 members, a more accountable process for our operations was needed. Recommendations included forming a Sales Finance Committee for all major sales. We thank Alice and Leslie for their careful analysis and recommendations.

It is apparent that our involvement in many activities and the number of members participating in those activities continues to increase. This will require more defined and transparent roles. One of our goals for 2019 will be to develop Terms of Reference for positions on the Board as well as those of our committees.

We established a budgetary process during 2018. Committee chairs met with the Board in November to present their budgets for 2019. We realize this is a work in progress. It will begin to give us a much better sense of our financial health. The Board has also begun the process of developing Board Policies to guide our operations.

2018 was another astounding year of donations of \$17,500 to the SLF! As you read the reports of our Board and committees, I'm sure you'll appreciate all that has been done to generate this level of funding. Of course, our Publicity Coordinators contacting the media and social media helped make this possible. In addition to our two major fundraising events as well as several others, we have partnered with a consignment store and BluesFest as a means of furthering our scope of raising funds and awareness for the SLF.

Communicating with our 550+ members is an amazing accomplishment! Our monthly newsletter to members keeps everyone aware of ongoing activities. Our South and North Gatherings are a time to visit, to bring completed products for sale, and to learn about Board and SLF progress. The newly-formed Connections Team has arranged many social activities for members as requested through the Satisfaction Survey completed in early 2018.

There are so many members to thank for these successes. I am especially grateful to the 10 Board members as well as our committee chairs who have been creative in formulating the workings of Ujamaa Grandmas. And, of course, our members, donors and supporters of Ujamaa Grandmas. I humbly thank you for everything you've done!

Submitted by Jan Geggie

Reports from Board Members

1. Communications

The Communications Coordinator triages incoming email messages to the appropriate person or committee; collects, organizes and edits articles for the monthly E-News, and sends out notices and announcements to members and customers.

Effective communication is at the heart of everything we do. One of the many strengths of our organization is our inter-connectedness; we rely on member participation, feedback and support. As always, members are encouraged to submit items for consideration to the monthly newsletter.

We are pleased that we now have a Communications Back-up person to provide support when needed.

It continues to be rewarding working with members, Board members and committee chairs as we exchange information and ideas.

Respectfully submitted,

Claire Scott, Communications Coordinator.

2. Connections Team

Our newly formed Connections Team kicked into gear early in 2018 by conducting a Membership Satisfaction Survey which 140 of our members participated in. We also completed over 80 interviews with members who provided candid useful feedback.

Positive feedback themes included excellent communication tools; flexibility for members; members love our cause and 'feel our work is important', and camaraderie ('feeling like I belong', and generally happy!).

Areas for Improvement included membership nametags, please, more social opportunities, more info on African projects, south gathering venue too crowded and occasional evening or weekend gatherings

2018 Activities:

April: Social component formalized at our gatherings (min. 20 min).

May: International Ave Food Tour ('delightful and nourishing afternoon!').

June: Name tags introduced for active members.

August: Arranged new south Gathering venue at McDougall United Church.

September: Saturday gathering for new and working members.

Launched Ladies Lunch and Laughter and new Ujamaa song.

November: Introduced monthly casual Coffee and Conversation sessions. Response has been positive

October to December: Contacted 80 'inactive' members to determine their interest in continuing their Ujamaa membership.

Sharon Kimmel came off our Team in late 2018 and was replaced by Ann Kus. Thanks to Sharon for her insights and wisdom during our first year.

Our Connections Team feels well-supported by our membership. We welcome ideas for new social activities in 2019.

The 2018 Connections Team members: Ellen Monaghan, Sharon Kimmel, Anne Taylor, Carla Lorfing, Marion Shadlock, Marilyn Simmons and Louise Breadner.

Report prepared by Louise Breadner.

3. Fundraising

This was a learning year with successful traditional fundraisers (Yarn and Fabric, BB&B, Bake, SAIT Convocations) as well as new ventures (BluesFest, Armadio by Delia).

Convocations

Once again, Bill Heavisides at Fairmedes was excited to have us handle the distribution of robes and packing them in boxes at both the spring and fall Convocations. He likes working with us, citing our good humour and organizational skills. Our honorariums totalled \$3578.64. We will be doing this again in 2019.

Armadio by Delia.

We have had an account with this consignment store for a couple years. We bring them jewelry that has not sold; they give us 80% of the profits totalling \$278.04 for 2018. We delivered a new batch of items which will shortly go on the shelves. Anything that does not sell is returned to makers or repurposed.

This year, we also opened a traditional consignment account where anyone can bring clothing, shoes, purses and jewelry to Armadio and ask them to donate the proceeds to Ujamaa Grandmas. Since we started seven months ago, we have raised \$150. It is not a huge amount but the income is steady and the management of the account is easy.

We are also looking at opening another consignment account in a different part of the city.

Other Events

We have many more ideas for fundraising such as an online auction or a valuable jewelry sale. We are open to all suggestions; all that is needed are creative minds and willing hands to tackle projects. The future is bright for fundraising.

Many thanks to all volunteers including members, friends and family who participated in our events. We would never be as successful without your help

Respectfully
Brigitte Launhardt.

submitted.

4. Membership

Prior to the 2018 April AGM election, the Board decided to split the membership position between two members. Kelly Brittain continued on as Membership Database Manager and Louise Breadner was elected as Membership Coordinator on the Board.

We welcomed 79 new Alberta members in 2018 and another 9 out-of-province/country members who registered. We value new members and welcome their ideas and varied skills.

Our new member welcome letters were revised in June and our registration process was expanded to include a personal phone or email contact to each new member to welcome them, impart basic information regarding Ujamaa and SLF, and answer questions. This initiative has been very well received and several of our new members became actively involved throughout 2018.

Our membership was over 550 in April 2018 and following an analysis of our volunteers, an attempt to reach out to 300 seemingly inactive members was initiated. The Connections Team helped with this activity. From September to November 2018, we contacted 81 members. 25 elected to remain as

members; 53 elected to cancel their membership and of those, 28 were transferred to our customer list as per their request. We have continued this activity in 2019.

150 of our active members now have personalized name tags which we encourage them to wear at all gatherings and events. We continue to provide permanent name tags to members who are active and/or attend monthly gatherings.

Ujamaa Grandmas December 2018 membership was 548; customers totalled 399.

Prepared by Louise Breadner and reviewed by Kelly Brittain.

5. Publicity

Renate Gepraegs held the position of Publicity up until August, 2018. She reports that, apart from the publicity associated with the Fabric and Yarn Sale, it was a quieter time of year. My report will cover from mid-August forward as that is when I came on the board, replacing Renate Gepraegs.

Once again, we were fortunate to have Angela Knight show interest in BAGS, BABIES, and BEYOND by announcing the event on the CBC Eyeopener. Other places we advertised are as listed: Kijiji, the Grandmothers to Grandmothers website, City TV website, Swerve, Yelp, Avenue Magazine, Calgary Calendar, Twitter, Facebook and more. Numerous media outlets were notified though Twitter or Email.

After the BB&B credit/debit payment crisis, Angela Knight at CBC was again contacted. Angela asked for an interview with Jan Geggie, Ujamaa Grandmas president. This was aired on the radio, greatly aiding in getting our story out to the public, resulting in the retrieval of more of the lost profits.

The Marda Loop Community Newsletter was contacted immediately after the sale and they were eager to do what they could to help. They ran an announcement making everyone in the area aware of our unfortunate situation.

Facebook and Twitter were used to spread information about our credit/debit payment crisis. Many followers 'shared' our link which resulted in a widespread distribution of our information.

Our contact with Angela spurred Stephen Hunt, another member of the CBC team, to place an article on the CBC website. This included a lengthy article, three photos from the Ujamaa Grandmas archives and a link to the radio interview with Angela and Jan.

As always, posters placed in strategic locations, the distribution of purse size posters and our membership's widespread word-of-mouth is instrumental in our advertising efforts. These methods, as well as Facebook and Twitter, were used to advertise our Bake Sale at the Justice Film Festival and our Shopping Day at Ten Thousand Villages.

Our unfortunate situation surrounding the credit/debit payment crisis showed us how powerful publicity can be. The response was so positive from all outlets from CBC to Facebook as everyone wanted to help us retrieve the lost profits.

Submitted by Yvonne Way, Publicity Coordinator.

6. Financial Report

Treasurer's Statement

As Treasurer of the organization, I certify that the information in the attached Financial Report is a true and complete accounting of the financial activities and assets of the Ujamaa Grandmas for the fiscal year January 1 - December 31, 2018.

Original signed by; Caroline Sangregret

Date: February 11, 2019

Financial Reviewers' Report

As the appointed financial reviewers, we have reviewed the Financial Report of the Ujamaa Grandmas for the fiscal year January 1 - December 31, 2018. The review included examination of the financial records and supporting documentation as provided to us in the course of the review.

In our opinion, this report fairly presents the results of the Ujamaa Grandmas organization for the fiscal year and its financial position at December 31, 2018, on an accounting basis consistent with that of the preceding year. We have made a number of recommendations for presentation to the Board of Directors and are available for further consultations with the Treasurer.

Original Signed by;

Lynette Johnston

Date: February 11, 2019

Kathleen Patterson

Date: February 11, 2019

Treasurer's Report to the 2018 Financial Statements

Assets and Liabilities

1. Year-end bank balance of \$25,372. Cash retained to cover pending 2018 financial obligations.
2. 2018 UG financial obligations (listed under liabilities) are:
 - a. Payment due to JJOPC for 2018 year-end accounting services
 - b. GST
 - c. Federal and provincial corporate tax

Income increased by \$7700 in 2018

3. Fabric & Yarn sales increased by more than \$11,200; donations dropped by over \$970
4. BB&B sales decreased by \$3000; donations increased by \$2300
5. Bagettes sales increased by \$2900
6. Sales from the Bake sale, Ten Thousand Villages, and Banff Tea Company decreased by \$1600
7. Revenue from the SAIT convocation dropped by \$800
8. Workshop revenue dropped by \$500
9. Speaker's Bureau revenue decreased by \$4200
10. Special Projects' revenue increased by \$900
11. Misc donations increased by \$1230

Expenses increased by \$22,800 in 2018

12. SLF donations were more than \$17,500 this year which accounts for 77% of the extra expenses
13. Administration expenses increased \$140
14. Fabric & Yarn expenses increased \$130
15. BB&B expenses decreased \$840
16. Baguette expenses increased \$1140
17. Bakes Sale expenses increased \$120
18. Special Projects expenses decreased \$650
19. Workshop expenses increased \$ 110
20. Speaker's Bureau expenses decreased \$830
21. Bank fees decreased \$110
22. Moneris, Square and PayPal fees increased \$1450;
 - a. The actual costs incurred in 2017 were not identified separately do it's not possible to determine the cost of using the devices
 - b. The Square "tap" device expense in 2018 was over \$1000
 - c. PayPal cost UG \$280 in 2018
23. Professional fees decreased by \$100; new accounting firm with lower rates
24. UG had a \$3900 Bad Debt expense arising from the BB&B loss of funds

2018 Noteworthy Financial Events

25. Fabric & Yarn Sale – over \$10,000 more in combined sales and donations from 2017
26. BB&B Sale – original loss of payment receipts of over \$9500. Through combining efforts and ideas, UG recovered over \$5600. A root cause analysis was performed, and recommendations for tighter financial controls are being implemented.

Corporate tax owing:

Federal	\$2,472.00
Provincial	\$494.00
GST	\$3,609.82
Accounting firm	\$1,312.50
2018 Net Income	\$396.00
2017 Retained Earnings	\$18,068.00
2018 Retained Earnings	\$18,463.00

Thanks go to Lynette Johnston and Kathleen Patterson for performing the 2018 Financial review.

Ujamaa Grandmas Helping African Grandmothers Society

Profit and Loss

January through December 2018

	<u>Jan - Dec 18</u>
Ordinary Income/Expense	
Income	\$
4001 · Sales	108,606
4002 · Donations	7,113
8100 · Miscellaneous Revenue	5
Total Income	115,725
Expense	\$
Reconciliation Discrepancies	101
6750 · Donations to SLF	95,539
7500 · Venue Rental	3,437
7600 · Insurance - Liability, D and O	1,678
7700 · Interest and bank charges	65
8450 · Materials and Supplies	3,883
8590 · Bad Debt Expense	3,937
8600 · Office supplies and postage	2,055
8700 · Professional Fees	1,295
9273 · Square Fees	1,028
9274 · PayPal Fees	275
9275 · GoFundMe fees	22
9800 · GST expense	-953
9950 · Corporate Tax Expense	2,966
Total Expense	115,329
Net Ordinary Income	396
Net Income	396

Ujamaa Grandmas Helping African Grandmothers Society

Balance Sheet

As of December 31, 2018

	<u>Dec 31, 18</u>
ASSETS	\$
Current Assets	
Chequing/Savings	
1020 · Bank - chequing	25,372
Total Chequing/Savings	<u>25,372</u>
Other Current Assets	
12000 · Undeposited Funds	50
1300 · Prepaid Expense	930
Total Other Current Assets	<u>980</u>
Total Current Assets	<u>26,352</u>
TOTAL ASSETS	<u><u>26,352</u></u>
LIABILITIES & EQUITY	\$
Liabilities	
Current Liabilities	
Accounts Payable	
2620 · Accounts Payable	1,313
Total Accounts Payable	<u>1,313</u>
Other Current Liabilities	
2600 · Income Taxes Payable-Fed-ct	2,472
2601 · Income Taxes Payable-Prov-c	494
2680.10 · GST payable (receivable)	3,610
Total Other Current Liabilities	<u>6,576</u>
Total Current Liabilities	<u>7,888</u>
Total Liabilities	7,888
Equity	
32000 · Retained Earnings	25,538
3999 · Retained Earnings(Deficit)-beg	-7,470
Net Income	396
Total Equity	<u>18,464</u>
TOTAL LIABILITIES & EQUITY	<u><u>26,352</u></u>

Ujamaa Grandmas
2019 Estimated Expenses & Revenue Statements - Summary by Committee

NOTE: 2018 Actuals do not include GST

	Carol			Mona			Louise			Leticia Buckle			Anne			UG General (incl SAIT Connotation, Blues Fest)			Committees & General Total									
	Handcraft Committee (includes BB&B, Birri Tea Co. & Sew Days)			Big-ettes			F&Y Sale Committee			Connections Team (includes Demo Days)			Bike Sale			Education & Awareness (Speaker's Bureau) - includes KnitWife Bags & Knit in Public			Committees Total			UG General (incl SAIT Connotation, Blues Fest)			Committees & General Total			
	2017 Actuals	2018 Actuals	2019 Estimate	2017 Actuals	2018 Actuals	2019 Estimate	2017 Actuals	2018 Actuals	2019 Estimate	2017 Actuals	2018 Actuals	2019 Estimate	2017 Actuals	2018 Actuals	2019 Estimate	2017 Actuals	2018 Actuals	2019 Estimate	2017 Actuals	2018 Actuals	2019 Estimate	2017 Actuals	2018 Actuals	2019 Estimate	2017 Actuals	2018 Actuals	2019 Estimate	
Revenue	\$ 51,350	\$ 45,506	\$ 40,000	\$ 2,611	\$ 3,000	\$ 40,780	\$ 52,066	\$ 40,000	\$ 1,700	\$ 2,762	\$ 14	\$ 2,500	\$ 5,174	\$ 455	\$ 400	\$ 101,767	\$ 98,032	\$ 87,600	\$ 4,456	\$ 5,688	\$ 4,500	\$ 106,223	\$ 103,899	\$ 92,100	\$ 485	\$ -	\$ -	
Sales	\$ 485	\$ -	\$ -	\$ -	\$ -	\$ 2,340	\$ 1,366	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 495	\$ -	\$ -	\$ 245	\$ 1,080	\$ 500	\$ 2,940	\$ 4,019	\$ 500	\$ -	\$ -	\$ -	
Workshops	\$ 355	\$ 1,574	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Revenue	\$ 52,200	\$ 47,080	\$ 40,000	\$ 2,611	\$ 3,000	\$ 43,120	\$ 53,422	\$ 40,000	\$ 1,700	\$ 2,762	\$ 14	\$ 2,500	\$ 5,174	\$ 455	\$ 400	\$ 104,957	\$ 100,971	\$ 87,600	\$ 4,701	\$ 6,954	\$ 5,005	\$ 109,658	\$ 107,925	\$ 92,605	\$ 109,658	\$ 107,925	\$ 92,605	
Expenses	\$ 1,633	\$ 1,525	\$ 1,740	\$ -	\$ -	\$ 900	\$ 1,150	\$ 1,150	\$ 500	\$ 120	\$ 24	\$ 375	\$ 100	\$ -	\$ -	\$ 3,253	\$ 2,699	\$ 3,765	\$ 1,671	\$ 1,678	\$ 1,680	\$ 3,253	\$ 2,699	\$ 3,765	\$ 1,671	\$ 1,678	\$ 1,680	
Insurance	\$ 922	\$ 430	\$ 1,550	\$ -	\$ -	\$ 992	\$ 1,341	\$ 1,500	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Equipment	\$ 811	\$ -	\$ -	\$ -	\$ -	\$ 515	\$ 140	\$ 50	\$ -	\$ 8	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,385	\$ 140	\$ 50	\$ 21	\$ 2,859	\$ 2,500	\$ 3,403	\$ 2,456	\$ 4,800	\$ 1,376	\$ 2,999	\$ 2,590	
Supplies & Displays	\$ -	\$ 66	\$ 400	\$ -	\$ -	\$ 131	\$ 96	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 131	\$ 162	\$ 600	\$ -	\$ -	\$ 250	\$ 131	\$ 162	\$ 850	\$ -	\$ -	\$ -	
Admin - office supplies, PayPal(Square fees)	\$ 16	\$ 73	\$ 50	\$ -	\$ -	\$ 115	\$ 50	\$ 100	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 231	\$ 73	\$ 200	\$ 189	\$ -	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Marketing and advertising	\$ 285	\$ 136	\$ 150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 585	\$ 136	\$ 450	\$ 163	\$ 29	\$ 30	\$ 1,280	\$ -	\$ -	\$ -	\$ -	\$ -	
Staff training/development	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Kitchen supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Birri Day, Sew Days, Knit-Me	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Bank Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Accounting fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Misc	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 63	\$ 350	\$ 100	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 513	\$ 63	\$ 450	\$ 1,280	\$ -	\$ 1,250	\$ 1,280	\$ -	\$ -	\$ -	\$ -	\$ -	
Revenue over Expenses	\$ 3,667	\$ 2,230	\$ 3,880	\$ -	\$ 1,141	\$ 2,652	\$ 2,789	\$ 3,200	\$ 1,100	\$ 128	\$ 24	\$ 475	\$ 1,511	\$ 155	\$ 800	\$ 94,711	\$ 5,189	\$ 10,215	\$ 3,303	\$ 5,095	\$ 5,910	\$ 12,262	\$ 10,231	\$ 16,125	\$ 12,262	\$ 10,231	\$ 16,125	
GST Payable	\$ 48,533	\$ 44,850	\$ 36,110	\$ -	\$ 1,470	\$ 40,468	\$ 50,633	\$ 36,800	\$ 600	\$ 2,635	\$ (10)	\$ (2,025)	\$ 3,663	\$ 300	\$ (400)	\$ 96,485	\$ 95,773	\$ 77,385	\$ 1,398	\$ 1,855	\$ (605)	\$ 97,396	\$ 97,695	\$ 76,480	\$ 97,396	\$ 97,695	\$ 76,480	
Corp Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Expense % of Revenue (excludes GST and Corp Tax)	5%	10%	4%	25%	44%	5%	8%	65%	167%	34%	200%	9%	5%	12%	73%	118%	9%	9%	17%									
20% materiality (total expense)	\$ 778	\$ 150	\$ 640	\$ 220	\$ 95	\$ 160	\$ 2,043	\$ 1,182	\$ 80	\$ 80	\$ 80	\$ 80	\$ 80	\$ 80	\$ 80	\$ 80	\$ 80	\$ 80	\$ 80	\$ 80	\$ 80	\$ 80	\$ 80	\$ 80	\$ 80	\$ 80	\$ 80	\$ 80
20% materiality (total revenue)	\$ 8,000	\$ 600	\$ 8,000	\$ 340	\$ 500	\$ 8,000	\$ 17,520	\$ 11,820	\$ 1,001	\$ 1,001	\$ 1,001	\$ 1,001	\$ 1,001	\$ 1,001	\$ 1,001	\$ 1,001	\$ 1,001	\$ 1,001	\$ 1,001	\$ 1,001	\$ 1,001	\$ 1,001	\$ 1,001	\$ 1,001	\$ 1,001	\$ 1,001	\$ 1,001	\$ 1,001

Committee Reports

1. Bagettes

A proposal was made to the board in December 2017 to establish an online pattern-selling shop under the direction of a small group – UJAMAA BAGETTES. The essence of the proposal was as follows:

1. Set up an online store on CRAFTSY to sell our own bag patterns as a means of fundraising.
2. Use proceeds to offset some of the cost of pattern testing and bag-making.
3. Donate finished products to BB&B.
4. Unused pattern income will be donated to SLF as part of UJAMAA GRANDMAS.

Bagettes set up a shop on the free CRAFTSY platform in February 2018 and, after testing within the group, released their first two patterns - WINED UP wine tote and IN CASE zippered cases. A wholesale account for hardware purchases was created with Emmaline Bags. Advertising was done via bag-making groups on Facebook and first quarter pattern sales totalled \$US 295 before Paypal fees.

In May, another four patterns were released - Pocket Tutorial, PONY EXPRESS, ROCK STRAP and BACTRIAN. In June, the Retreat Backpack was released. BAGETTES tested the patterns extensively and posted photos on various group pages. Emmaline Bags allowed use of the Retreat name for the Backpack as the pattern is based on their small project bag, offered a hardware kit in her shop and also promoted the pattern on her blog, website and Facebook group page. Sales were very brisk. Total Q2 sales were \$US 1329.50 before fees and the UJAMAA GRANDMAS BAGETTES name was becoming more widely known. Other bag makers began posting photos of their versions of our patterns and recommending our patterns to other bag makers. This in turn, helped in pattern sales.

The next new pattern release came in September with SLIP, a small expanding belt pouch. In Q3, the sales of all eight patterns totalled \$US 497.

Inventory from testing BAGETTES' patterns and finished products from other patterns were donated to BB&B. In addition, as a result of awareness in various bag-making Facebook groups, some finished products by other bag makers were also donated to the sale and offered in the Silent Auction. It is estimated that gross sales of Bags and Purses at BB&B were about \$9700. This was not exclusively from BAGETTES products but these products made up the majority of the inventory. Other bag makers are encouraged to make and donate bags for the sale. Pattern sales for Q4 were \$US 177.

The end of 2018 saw significant changes to the CRAFTSY platform with streamlining of their shops and pattern offerings. Many shops were closed by CRAFTSY and the number of patterns offered was reduced from over 200,000 to just fewer than 20,000. BAGETTES shop remained open and the pattern inventory was reduced to the top two sellers – Retreat Backpack and BACTRIAN. It was decided to open an ETSY shop in order to continue to sell our entire suite of patterns. ETSY is a fee-based platform but proved to be much more versatile with the ability to charge GST and to conduct business in Canadian dollars.

The UJAMAA BAGETTES ETSY shop was opened on December 28, 2018 and all eight patterns were posted shortly thereafter. UJAMAA BAGETTES Facebook page was created and an Instagram account was set up where photos of finished items could be posted and tagged. The first ETSY sale occurred on December 31.

BAGETTES SUMMARY for 2018

Sales -	\$2943.68
Materials and Supplies -	\$1140.71
Fees -	\$254.82
Net Income -	\$1548.15

Submitted by Patty Cucman.

2. Bake Sale at the Justice Film Festival

The bake sale is held annually at the Marda Loop Justice Film Society Festival in November.

Ujamaa Grandmas again staffed a large table of baked goods made by our members and were well received by the festival crowd.

Whereas previously we had been positioned at the back of the gym by the stage, this year we were right by the entrance which still proved to be a satisfactory placing. We are grateful to the Film Festival organizers (now Ploughshares Calgary Society) for continuing to invite us to participate. Their goals are Peace, Social Justice and Environmental Awareness and we fit into that framework.

Our sales of baking totalled	\$2107.20
Donations:	\$90.25
Total:	\$2197.45
Expenses were table rental:	\$248.86 (which is a percentage of our intake)
Square fees:	\$2.44
Total:	\$251.30

So, our net income from the sale was \$1946.15

We would like to thank all the enthusiastic members who donated baking, helped at the sale and made it fun.

Submitted by Anne Taylor and Leslie Buckle.

3. BluesFest

Blues Festival was a new adventure for us. It started when the Producer, Cindy McLeod, told Leigh she would love to see us at Marketplace.

We right away created a three person organizing committee -Leigh, Louise, and I Brigitte. We talked to other members for an idea of dos and don'ts at public venues. Leigh started to bead musically themed jewelry; Louise organized us in details and handled the schedule; I worked on gathering and labelling Auction items, and ordering a suitable canopy.

The first day of the sale we planted our two-wall canopy. That evening it proved very insufficient as a monster hail storm battered the city. Volunteers braved the elements with gusto and kept more or less dry with the support of the festival manager.

We think it was worth it: besides raising \$2000 between jewelry and auction, we reached a very different demographic. Many festival goers had never heard of us and were so interested that our mailing list grew sharply.

Respectfully submitted,
Brigitte Launhardt.

4. Education and Awareness Committee

The purpose of this committee is to provide information to the community and our members about the work of the Foundation and how Ujamaa Grandmas fits into that. We are always on the lookout for new opportunities to spread this message. To that end, we have provided educational materials at all of our sales and events, and ask our members for ideas for speaking opportunities.

In the latter half of the year, our committee provided information on the work of the Foundation in the monthly newsletter and we are working on how we can support board members in their presentations at the monthly gatherings.

The members of the Speakers Bureau presented information to the following groups:

- Haysboro Seniors Group on January 25
- Pi Beta Phi Pi Alumnae Club on March 17
- Calgary Oil Wives in April, 2018.

We have sold several books at events during the year with proceeds of \$307.61.

Submitted by Anne Taylor and Susan Plesuk.

5. Fabric and Yarn Sale Committee

This was the 11th annual Fabric and Yarn Sale with a gross revenue of \$55,000.

The 2018 sale was organized by a steering committee that met at the Woodcliff United Church once a month in November, 2017, December, 2017, January, 2018, February 2018 and March, 2018. There was a post-sale meeting held in May 2018. Even though not every member of the committee could attend every meeting, decisions for change and improvement were based on suggestions and discussion by those members who were able to attend.

It was decided that charities and fund raisers under the umbrella of the Stephen Lewis Foundation would be allowed to select complimentary product during the setup days.

These included Bags, Babies and Beyond, Days for Girls, Bag-ettes, Knit Me Bags and Knit in Public Days.

The entry fee remained \$2.00. A decision was made not to increase the fee anytime in the near future.

Storage of pre-sale donations was a challenge. Donors were encouraged to hold onto their donations and personally transport them to the church throughout the pre-sale setup days and times. There were limited but larger donations from corporate donors and whenever possible, they held their donations and delivered them during the pre-sale days.

Our online email account (fabricsale@ujamaagrandmas.com) is an immense aid in working through the pre-sale donation process.

Because of the poor economic climate, corporate Calgary could not help with the "Get Me to the Church on Time" portion of the sale.

The pre-sale product from the storage homes had to be picked up by family members. Joan McGreevy was left with very little time to organize and deal with the last-minute change and deserves a great deal of credit for handling the situation to the benefit of the sale. There will need to be some serious consideration given to hiring professional movers if Calgary's economy continues to be challenged.

The teen volunteers from Youth Central were an integral part of the sale. Neither the Cubs nor the Girl Guides were able to assist with the 2018 sale.

The newly designed neon-coloured specific tally sheets worked well and made the sale calculations less complicated for the cashiers. Advising volunteers on a volunteer tally sheet that reasonable amounts of fabric for personal use could be purchased before the retail sale days as a thank-you for their participation helped to solve the problem of what a volunteer can actually purchase during setup sale days.

The steering committee complied with the Fire Marshall's requirement to limit the number of shoppers to the occupant code for the space. We also had a certified First Aid person and an AED on location as required by Alberta Health and Safety. Proof of insurance suitable to the contracts was provided as required.

The online electronic pre-sale registration of volunteers worked well. There was a shortage of volunteers in the accounting department during the actual sale days and when closing down the church at the end of the sale. These volunteer components will need improvement.

Advertising for the sale in print, social media and TV promotion was a great help. The simple informative purse-size poster still remains the best source of information for donors and buyers but being featured on a local TV newscast was a close second.

Volunteers were asked to take a bag of garbage and a bag of recycling as they left the church at the end of each shift, and everyone was very compliant with the request. This system declutters the church and adds to the health and safety of all the volunteers.

Charitable sponsor, the Kidney Foundation, took all the fabric that was left over from the sale and took as much of the surplus sale merchandise as they could. Charitable sponsor, World Serve, limited its pick up to fabric that was folded on bolts. Trucks and drivers from both organizations were provided free of charge. Going forward, the aversion by any charitable sponsor to taking leftovers of books and patterns will be an issue and needs to be addressed.

Volunteers enjoy the socialization, the Bags, Babies and Beyond committee has an excellent inventory for projects for its sale, and it gives the City of Calgary one of the best recycling projects imaginable.

The Grandmothers to Grandmothers' mantra is put to very good practice with this annual sale.

Respectfully submitted,

Mona Jones, Chair, for the 2018 Fabric and Yarn Sale Committee

6. Handcrafts Committee

2018 Handcrafts Committee Members: Rose Besler, Dawn Bolger, Sandra Burgess, Alice Campbell, Donna Chambers, Patty Cucman, Jean Drury, Blanka Kuhnel, Mary Anna Louise Kovar, Brigitte Launhardt (Board liaison), Janice McDonald, Cheryl Mills, Ellen Monaghan, Elaine Peek, Donna Russell, Marion Shadlock, Carol Spring, Glenda Sweetland, Meike Van Dijk, Marilyn Wickenheiser.

The Handcrafts Committee is the support group for UJAMAA GRANDMAS handcrafters. Its primary responsibility is to organize and execute the BAGS, BABIES and BEYOND sale, to meet monthly to plan events and report on progress, and solve issues that arise. It supports and manages the production and

sale of items created by UJAMAA GRANDMAS members and works to maximize the value of the products created while fostering a supportive community of handcrafters.

The Handcrafts Committee put on an outstanding sale this year. Our crafters submitted over \$50,000 worth of product that has made its way into the homes and hearts of people all around Calgary. We estimate we will also donate well over two thousand dollars worth of product to local charities that support lower income families and newcomers. Our thanks and admiration go out to everyone who takes the time to create for us, volunteers at the sale and purchases our products. We triply appreciate those that do all three.

The Credit and Debit problem that was revealed after the sale has tested our organization significantly but we are working our way through these issues. However, we are in awe of all the Calgarians that stepped forward to remit their missed payments or to donate to help make up for our loss. We live in a remarkable community.

The Committee is composed of a couple of administrative roles as well as a number of custodians and custodial teams who are responsible for managing, maintaining, storing and pricing the inventory of product pre- and post-sale. A Fabric Custodian acts as liaison between the Fabric Sale committee and the Handcrafts Committee. A fabric open house held May 30th allowed members to obtain fabric, kits, yarn, patterns and ideas for personal use and for creating items for the sale.

The Committee supported members with a variety of workshops and demos. The 2018 DEMO DAY event on May 9th featured two knitting demos, a sewing demo and a session about stabilizers for approximately 39 members. The demos allowed participants an opportunity to learn new skills in a fun atmosphere. A post lunch yoga session woke everyone up and a random draw at the end of the day awarded a number of door prizes. Demo Day is one way we show appreciation to members who work diligently throughout the year in many and varied roles.

Other workshops included Sew Days where up to a dozen members gathered monthly to work at creating items for the BB&B sale. Some of the product included tea cozies, table runners, crayon rolls, diaper roll ups and thread catchers. Thank you to Along Came Quilting for allowing us to use their classroom. Knit Along get togethers happened alternate months at the home of one of the members who graciously invited knitters to gather, knit and socialize. In addition, some UJAMAA members are avid beaders and gathered at weekly Bead Alongs to create jewelry items for the sale.

Thank you to all who support the work of UJAMAA GRANDMAS.

7. Knit in Public Day

World Wide Knit In Public Day is an international event that occurs once a year, the second Saturday in June. It started in Europe as a way of "better living through stitching together", bringing like-minded people together to enjoy their craft in public. Ujamaa Grandmas has participated in this event for the past few years by designating a spot to meet and knit together and to socialize. The focus is to bring our UG knitters together to share their craft, however, it soon became apparent that it was another way to introduce Ujamaa Grandmas to the public. It also became a very good avenue to hand out "Knit Me Bags" which include information on the Stephen Lewis Foundation's Grandmothers Campaign and Ujamaa Grandmas fundraising events as well as donation slips. This was an added bonus.

We have held the event in various locations and in 2018, we met on the front patio of Plant, a plant store in Inglewood on 9th Ave, a popular shopping and strolling area in Calgary. The shop owners have heartily agreed to allow us to gather there again this year.

Submitted by Glenda Sweetland.

8. Knit Me Bags – Awareness Initiative

The Knit Me Bags began as an awareness project for the Grandmothers to Grandmothers Campaign's 10th Anniversary Celebration. It continues to be an integral part of the Knit In Public Day event each June along with bags being distributed here in Calgary, Turner Valley and now in Chestemere.

Bright red and white bags contain a sheet with a variety of patterns for small items, knitting needles and yarn to complete one of the projects. Our literature and a donation envelope are also part of the package. Each bag is clearly identified with our business card attached to the outside so that it is immediately identified with Ujamaa Grandmas.

In this fourth year, we changed some of the patterns, and added another venue, the Chestemere Library. We distributed 65 bags that were well received at the Knit In Public event and looked forward to at the Turner Valley Library along with Bow Valley College and the Signal Hill Library. We have been asked to increase the amount of bags for Knit in Public Day and for Chestemere for the coming year because of their popularity.

As with so many of our projects and sales, news passed on by word of mouth makes a significant difference. So, we continue to count on our bags as a way of spreading the news about Ujamaa, the Campaign and SLF. As we know, a portion of Ujamaa's contribution to SLF is from donations made in our name and we hope that with our number on the donation envelopes, we get contributions in this way. Small knitted items from the bag's projects also come back to us for the BB&B sale.

Our committee is small but enthusiastic and we would like to thank the Fabric and Yarn Sale Committee for their support with donations of yarn and needles for the bags. We couldn't do this project without their generosity and that of members on the committee. We are eagerly planning year five.

Respectfully submitted by Carla Lorfing for The Knit Me Bag Committee

9. UG Walking Group

The walking group began in 2014 through an interest of joining together in community for healthy choices and building friendships. Several members walk together on Tuesday and Thursday mornings at 9:30 AM.

As walking is dependent on weather conditions, in the winter months we walk indoors at Market Mall and in the spring, summer and fall, we walk in several parks in the north end of the city, alternating between Bowness Park, Confederation Park, and the Bow River pathway by Point McKay. Soon, we will include River Park (south end of 14th Street near Sandy Beach).

Our numbers vary between 2 - 8 walkers. We donate \$2 per walking session to the Stephen Lewis Foundation. In 2018, the group raised \$647 and since 2014, we have contributed \$3000.00

We welcome anyone who would like to join in for fresh air, sunshine, laughs and support. Please contact message@ujamaagrandmas.com.

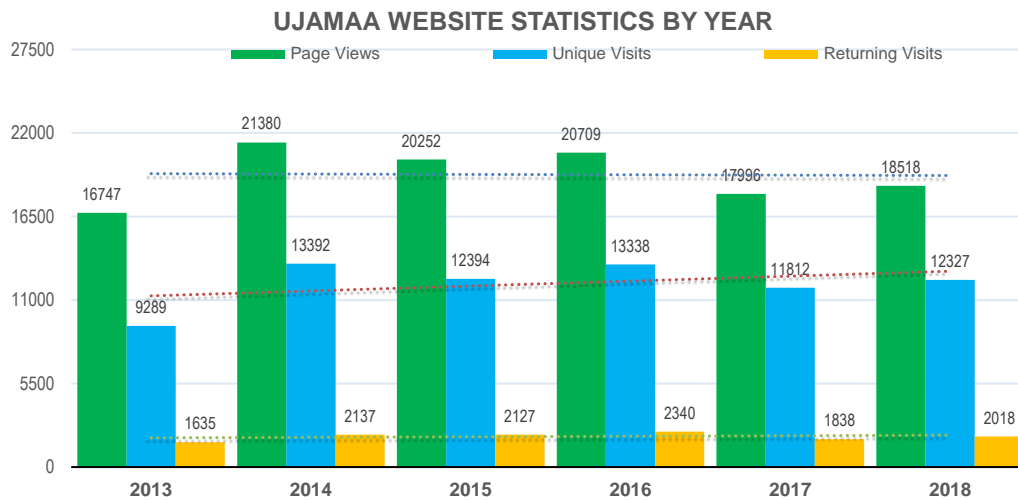
Respectfully submitted, Sandra Burgess.

10. Webmaster's Report

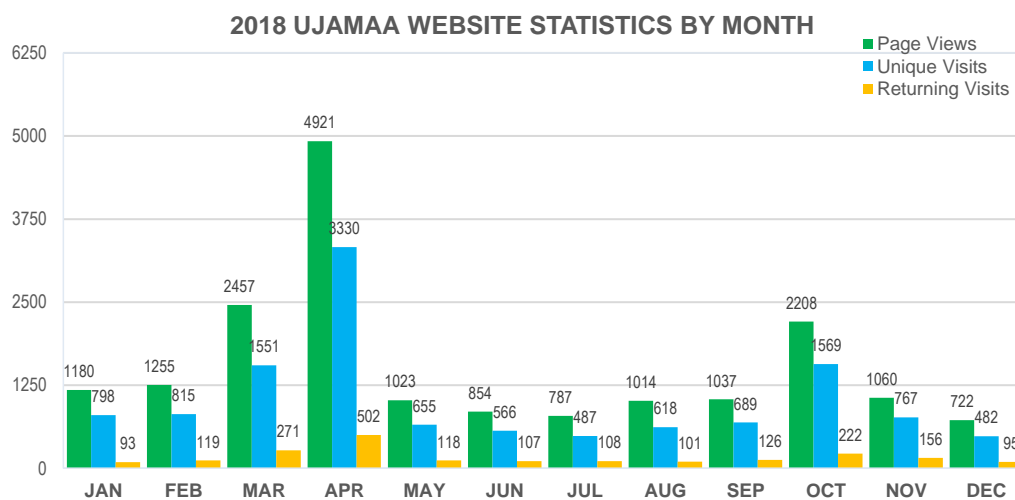
The website serves Ujamaa members with regular communication, online Membership registration, Workshop and Event sign up. Equally important is that information about Ujamaa Grandmas and what we do is made available to a worldwide audience via the World Wide Web (www).

100sitehosting provides the hosting for a reasonable cost of \$150.US per year. An additional \$50 per year covers the domain registration. This gives us unlimited storage, bandwidth and email addresses.

Page views and returning visits have not shown any major change over the last six years. Unique visits have increased by around 33% since 2013. Total unique hits on the site since inception were over 79,650 by the end of 2018.



2018 monthly average traffic to the website showed an increase of 4% over 2017. The months of March/April and September/October experience extra traffic due to the FABRIC & YARN SALE in April and BAGS, BABIES & BEYOND in October. Just prior to the BB&B sale, SNEAK PEEK continues to be a popular page.



Submitted by Leigh Aquart.