

# 2024-25 Annual Report

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# Table Of Contents

About the FRC .....	Page 3
A Message from the Board Chair .....	Page 4
A Message from the Executive Director .....	Page 5
Our Core Team .....	Page 6
Our Board .....	Page 7
Our Programs .....	Pages 8/9
Our Services .....	Page 10
Our Year in Review .....	Page 11
Stats .....	Page 12
Hear from our Families .....	Page 13
Financial Statement .....	Pages 14/15/16
How to Donate .....	Page 17
Contact Us .....	Page 18

The Portage la Prairie Family Resource Centre is located on Treaty One land, as well as the traditional territory of the Ojibway, Dakota, and Cree peoples and the homeland of the Métis nation.

The FRC is dedicated to move forward with Indigenous individuals and communities in the spirit of reconciliation and collaboration in an effort to create an inclusive and accessible place for everyone.

**Please note our fiscal year is from April 1 - March 31.**  
(This report covers April 2024-March 2025.)



# About the FRC

## VISION

To be a support for all families in Portage la Prairie and surrounding area.

## MISSION

We do this by:

- Providing a safe and welcoming place for all
- Empowering families to enhance their wellness
- Providing meaningful and educational programming
- Bringing families together to find community
- Being a source of trusted information

## VALUES

Welcoming: We strive to be a safe and inclusive place where all individuals are respected, valued, and treated equally.

Build Relationships: We endeavour to support authentic relationships among staff, volunteers, participants, and our community.

Collaboration: We seek out opportunities to work with partners to have an even greater impact in our community.

Evolve and Adapt: We operate in a manner that considers the needs of both existing and future families.





# A Message from the Board Chair

This past year has been one of change, renewal, and steady progress for the Family Resource Centre.

First, I want to express our gratitude to departing board members—Shea, Victoria, Ashley, and Darren—for their dedication and contributions. Their service helped guide the Centre forward in meaningful ways. We also extend a warm welcome to Andrew, who has already brought valuable perspective to the team.

Governance has been a central focus for the Board. We have reviewed our by-laws, made shifts within the executive committee, and seen members step into new leadership roles. These changes strengthen our ability to govern with accountability, transparency, and care.

I am also pleased to highlight important updates to our organizational policies. Over the past year, we reviewed and refreshed guidelines around holiday pay, staff benefits, harm reduction, working alone, staff checks, and program cancellations. These efforts ensure we continue to support staff well-being while keeping families safe and programs strong.

On a practical note, we sold our old van and purchased a newer one—an investment that has already proven its worth in supporting programs and families.

Above all, I want to recognize the incredible work of our staff. They have done an outstanding job running programs, supporting families with before and after school options, and implementing new initiatives with energy and commitment. Their dedication is at the heart of our impact in the community.

Thank you to our staff, volunteers, donors, and community partners. Together, we are building a stronger, more connected community where families feel supported and everyone has a place to belong.

Sincerely,

**Hema Harrysingh**

# A Message from the Executive Director

This past year has been one of momentum, connection, and growth for the Family Resource Centre. What stands out most is not just the programs or improvements, but the way families, staff, and partners came together to make each initiative meaningful.

Children's programs remained at the heart of our work. We introduced new community-based opportunities like Stay 'n Play in Austin, open gym times for toddlers and families, and free bowling nights at Southport. Our After School Programs expanded to EAM and YQS, with a before school option being added at EAM. These programs were made possible thanks to the support and space provided by the Portage la Prairie School Division (PLPSD). We also launched Red Cross' Stay Safe and Babysitting courses to equip youth with important life skills.

In October 2024, we celebrated the opening of the Youth Hub—a project we are proud to have helped bring to life and continue supporting. We also extended our reach through the parenting book collection added to our local library, while funders helped families access more skating gear and essentials. Our food security efforts returned in full strength, with 209 Christmas Hampers delivered with tremendous support of the PLPSD and staff.

We took meaningful steps to improve our spaces with a welcoming mural, refreshed entryway, updated signage, and better storage and organization for the many partners who share our site. We were thrilled to add “Pearl,” our new-to-us 2018 Honda Odyssey, which has already become a vital asset to our programs and families.

Looking back, I see both big milestones and small, heartfelt moments—from summer camp adventures to a family opening a Christmas Hamper. These stories reflect our goals: supporting all families, creating welcoming spaces, and offering programs that nurture wellness, learning, and connection.

I am deeply grateful to our staff, volunteers, and partners. Together, we are building a place where families feel supported, children are welcomed, and everyone belongs.

Sincerely,

**Melissa Morrison**





# Our Core Team



**VIENNA MUISE**

WELLNESS DIRECTOR

**Vienna leads our Outreach Centre and passionately guides wellness across our organization, with clients, and supporting community wellness initiatives.**



**PETER THIESSEN**

PROGRAM DIRECTOR

**Peter leads our program direction at our main site. He brings together his education and energy to all of our toddler/preschool programs.**



**DANIELLE STEWART**

PROGRAM ASSISTANT

**Danielle provide support to all our programs & works behind the scenes creating social media posts and promoting our programs. She also provides administrative support to our Executive Director.**



**SHELLEY SWIDNICKI**

OUTREACH COORDINATOR

**Shelley is in charge of all our outreach work in the community as well as offering wellness coaching support. She is always ready to help anyone who walks in our doors with a bright smile.**



**RYLAN CRAWFORD**

RECREATION FACILITATOR

**Rylan uses his recreation education to facilitate our community recreation opportunities like summer camp and overseeing our afterschool programs while assisting families in connecting to recreation opportunities.**

We also employ a number of part-time & casual staff for our programs along with summer students and placement students each year.



# Our Board

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## BOARD OF DIRECTORS

Our Board is made up of volunteers responsible for the governance of the Portage la Prairie Family Resource Centre Inc, operationally known as the Family Resource Centre (FRC). The Board of Directors establishes the organization's overall purpose, plans, and policies; supervises the Executive Director; and ensures the that the organization complies to rules, regulations, and funding contracts.

## CURRENT BOARD MEMBERS

Hema Harrysingh - Chair  
Tyne Carmichael - Vice Chair  
Light Sonntag- Treasurer  
Janet Musters - Secretary  
Andrew Neufeld



## INTERESTED IN JOINING OUR BOARD?

Please let the Executive Director know you are interested by sending an email to: [ed@frcportage.ca](mailto:ed@frcportage.ca).

# Our Programs

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## PARENT CHILD PROGRAMS

Parent-child programs play a pivotal role in fostering healthy development and nurturing strong relationships between parents and their children. These programs provide a supportive environment where parents can learn essential skills and gain valuable knowledge about child development, positive discipline techniques, and effective communication strategies.

## NUTRITION PROGRAMS

Nutrition programs are instrumental in promoting health and well-being by educating individuals and communities about the importance of making informed food choices. These programs offer valuable information about balanced diets, nutrient-rich foods, portion control, and healthy eating habits.

## SCHOOL AGED KIDS & YOUTH PROGRAMS

School-aged kids and youth programs play a vital role in providing opportunities for learning, growth, and development outside of the traditional classroom setting. These programs offer a wide range of activities and experiences designed to promote physical, mental, and social well-being among children and adolescents.

## PARENT EDUCATION PROGRAMS

Parent education programs offer valuable resources and support to parents, equipping them with the knowledge, skills, and confidence needed to raise healthy and happy children. These programs cover a wide range of topics, including child development, positive discipline techniques, effective communication strategies, nutrition and health, and building strong parent-child relationships.



# Our Programs

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Art in the Park  
Babies & Babble  
Babysitting Course (Red Cross)  
Book Buddies  
Chest/Breastfeeding Group  
Drop In Play  
Family Rebuilding  
FAN Portage  
Getting Ready for School  
Grand Pals  
Growing up Green  
Healthy Baby  
Healthy Cooking  
Homeschool Co-Op  
Kids in the Kitchen  
Mental Health First Aid Course  
Mindful Munchkins  
Mom's Time

Musical Mornings  
Nobody's Perfect  
Our Neighbourhood  
Parenting Conversations  
Parenting 101  
Play in the Park  
Play to Learn  
Prenatal Course  
Preschool Party  
Stay 'n Play  
Stay Safe Course (Red Cross)  
Storytime in the Park  
Stroller Fit  
Super Dads, Super Kids  
Toddler Shenanigans

+ Special Family Fun Days  
(Easter & Christmas)  
+ Annual Teddy Bear's Picnic

# Our Services

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## PHONE & COMPUTER

We offer free WiFi, up to 30 minutes of computer access, free local calling and faxing, as well as printing/copying to all of our families.

## CLOTHING CLOSET/TUCK SHOP

We have boys and girls clothes from size NB - 6 including shoes and outdoor wear. We also have a variety of other items including: bottles, blankets, baby toys, bath products, and feminine products,

## LENDING LIBRARY

We have a collection of books, equipment, games, and more that we will lend out to our families. Just ask one of our staff.

## TRANSPORTATION

We are happy to provide free transportation to and from any of our programs.

## MENTAL HEALTH - WELLNESS COACHING

We offer free one on one confidential wellness coaching with trained staff.

## VOLUNTEER & FINE OPTIONS PROGRAM

We have many opportunities available for those interested in volunteering at the centre.



# Our Year In Review

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## A Year of Growth, Engagement, and Community Spirit

### Programs for Kids & Families

- Welcomed 65 children in Before and After School Programs at EAM and YQS
- PD Day Camps averaged 25 participants per session
- Summer camp 2024 hosted 65 children, providing fun and engaging activities
- Offered Stay Safe and Babysitting courses, plus two Infant CPR/First Aid sessions for parents
- Stay 'n Play program available for families in Austin
- Open Gym sessions at Southport encouraged active play for children and parents
- Hosted several evenings of free bowling at Southport

### Community Connections

- Supported the Youth Hub with mentorship and program space
- Launched a parenting book collection at the library and shared additional resources
- Expanded hockey gear collection to help families stay active
- Food insecurity initiatives provided 209 Christmas Hampers to families in need

### Enhancing Our Spaces

- Refreshed indoor and outdoor areas to create a more welcoming environment
- Introduced a new monthly calendar to keep the community informed
- Increased usage of space by community partners
- Added a vibrant welcome mural, updated parking signage, busy board for children, and improved entryway
- Outreach location upgraded with a new shed

### Transportation Improvements

- Added a 2018 Honda Odyssey van ("Pearl") to improve program transportation

# Stats

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When determining our stats each year we look only at families who have attended at least one program throughout the year. This does not include those we provide services to.

**225 families** were served.

**57%** of these families did not attend program the previous year!

We offered over **475 program sessions** this year!

We had **83 different accesses to services**, including wellness appointments.

We had **33 kids** registered in the **10 PD Day Camps**.

We had **57 kids** signed up for our Before/After School Programs.

We had **65 kids** registered in our **2024 Summer Camp**.

# What our families are saying...

**The Babies & Babble program gave me a community when I had none. I owe my healthy recovery to the FRC.**  
**- Emily**

**The FRC has given our kids a safe space to be and grow into themselves!**  
**- MaryBeth**

**The FRC has given me and my kids a place to meet new people and have fun doing so!**  
**- Ferdose**

**The staff are so welcoming & amazing and the groups are informative and supportive.**  
**- Kaitlin**

**The FRC is a safe, welcoming and FUN space my children anticipate and love attending!**  
**- Shelby**

# 2024-2025 Financial Statement

## Portage la Prairie Family Resource Centre Inc. Statement of Financial Position

March 31	2025	2024
<b>Assets</b>		
<b>Current</b>		
Cash	\$ 137,374	\$ 141,046
Accounts receivable	500	-
Accrued interest receivable	180	-
GST recoverable	1,375	845
Prepaid insurance	5,631	7,948
Investments	50,000	36,277
	<u>195,060</u>	<u>186,116</u>
<b>Capital assets (Note 2)</b>	<u>44,620</u>	<u>11,383</u>
	<u>\$ 239,680</u>	<u>\$ 197,499</u>
<b>Liabilities and Net Assets</b>		
<b>Current</b>		
Accounts payable and accrued liabilities	\$ 8,033	\$ 10,237
Payroll liabilities	15,006	14,958
	<u>23,039</u>	<u>25,195</u>
<b>Deferred revenue (Note 3)</b>	<u>100,305</u>	<u>82,508</u>
<b>Deferred revenue for capital assets</b>	<u>3,135</u>	<u>3,918</u>
	<u>126,479</u>	<u>111,621</u>
<b>Net Assets</b>	<u>113,201</u>	<u>85,878</u>
	<u>\$ 239,680</u>	<u>\$ 197,499</u>

## Portage la Prairie Family Resource Centre Inc. Statement of Changes in Net Assets

For the year ended March 31	2025	2024
Net assets, beginning of the year	\$ 85,878	\$ 70,377
Excess of revenues over expenses	<u>27,323</u>	<u>15,501</u>
Net assets, end of the year	<u>\$ 113,201</u>	<u>\$ 85,878</u>



# 2024-2025 Financial Statement

## Portage la Prairie Family Resource Centre Inc Statement of Operation:

For the year ended March 31	2025	2024
<b>Revenue</b>		
Donation revenue	\$ 7,449	\$ 10,009
Fundraising revenue	29,609	47,060
Grant revenue (Schedule)	366,963	342,097
Fees for services	81,325	19,691
	<u>485,346</u>	<u>418,857</u>
<b>Expenditures</b>		
Amortization of tangible assets	4,202	2,639
Board of Directors	2,968	1,543
Fundraising expenses	9,490	9,153
Insurance	7,993	6,271
Memberships and subscriptions	3,186	2,741
Office expenses	4,232	5,743
Professional fees	6,583	6,741
Program costs	56,204	51,522
Promotion and other	1,187	918
Rent	24,000	24,000
Repairs and maintenance	4,907	397
Salaries and wages	370,936	292,447
Staff appreciation	1,547	1,912
Training expense	1,113	3,149
Transportation	1,995	3,826
Utilities	4,259	5,176
	<u>504,802</u>	<u>418,178</u>
<b>Income (loss) before other items</b>	<u>(19,456)</u>	<u>679</u>
<b>Other items</b>		
Interest income	4,854	2,947
Other revenue	6,925	11,875
Gains on disposal of assets	35,000	-
	<u>46,779</u>	<u>14,822</u>
<b>Excess of revenue over expenditures</b>	<u>\$ 27,323</u>	<u>\$ 15,501</u>

# 2024-2025 Financial Statement

## Capital Assets

	2025		2024	
	Cost	Accumulated Amortization	Cost	Accumulated Amortization
Furniture and equipment	\$ 47,095	\$ 38,112	\$ 47,095	\$ 35,867
Computer equipment	28,809	28,739	28,809	28,654
Automotive equipment	37,439	1,872	43,996	43,996
	113,343	68,723	119,900	108,517
	\$ 44,620		\$ 11,383	

## Deferred Revenue

	2025	2024
Community Foundation of Portage District	\$ 1,295	\$ -
City of Portage la Prairie	15,000	-
Literacy for Life	3,320	-
Portage la Prairie Community Revitalization Corp	8,200	-
Raffi Foundation	17,262	-
ROK Central Inc.	37,998	37,998
Mom Prom Tickets -2025	1,025	-
Healthy Child Coalition	1,823	3,466
United Way	-	31,955
Afterschool - prepaid Fees	4,446	9,089
PLLC	9,936	-
	\$ 100,305	\$ 82,508

## Portage la Prairie Family Resource Centre Inc. Schedule of Grant Revenue

For the year ended	2025	2024
Public Health Agency of Canada	\$ 120,335	\$ 120,335
Federal Government (Canada Summer Jobs)	31,752	-
Healthy Child Coalition	14,838	10,641
Municipal Relations - ROC	40,000	40,000
Community Foundation of Portage	-	8,209
Portage la Prairie Community Revitalization Corporation	12,780	19,536
Literacy for Life	1,680	5,000
United Way	66,613	55,411
Portage Learning and Literacy Centre	16,779	13,792
Southern Health	5,840	7,111
Province of MB - Green Team	25,532	22,625
BSC	17,681	14,522
Simplot	1,000	1,415
City of Portage	10,000	10,000
Roquette	-	6,000
Canadian Tire JumpStart program	2,133	7,500
	\$ 366,963	\$ 342,097



# | Interested in Donating?

Our programs and services are made available free of charge and are available to all families in Portage la Prairie and surrounding area.

Any donation made over \$20 will receive a Charitable Tax Receipt.

## **THERE ARE 2 WAYS TO MAKE A DONATION:**

You can drop off cash or cheque to our office  
(234 Princess Ave)

We accept e-transfers to: [ed@frcportage.ca](mailto:ed@frcportage.ca)  
(be sure to include your name, mailing address, and e-mail in the memo so we can send you a receipt)



# Thank You

## COMMUNITY PARTNERS

For collaborating, bringing events to life, and being the hands that make change in our community.

## FUNDERS/DONORS

Without you, we wouldn't be able to do the work we do.

## BOARD OF DIRECTORS

Your dedication has not gone unnoticed. Your strategic direction guides our efforts and your commitment to the centre, our families and this community is invaluable.

# Contact Us



204-595-5005



ed@frcportage.ca



frcportage.ca

**We are open Monday - Friday, 9 am to 4 pm.**

## FAMILY RESOURCE CENTRE

234 Princess Ave, Portage La Prairie, Manitoba R1N 0R1, Canada

## OUTREACH CENTRE:

13 - 545 11th St NW, Portage la Prairie, Manitoba R1N 3S2 Canada



## WEBSITE

[www.frcportage.ca](http://www.frcportage.ca)



## FACEBOOK

@FamilyResourceCentrePortage



## INSTAGRAM

@FamilyResourceCentrePortage