



## Inner Journey Canada Seminars Inc.

### 2023 Annual General Meeting

Monday March 6, 2023 at 7:00pm. 111 Wurtemburg St, Ottawa, ON K1N 8M1 (Party room, first floor)

#### AGENDA

Meeting Administration		
<b>1.1</b>	Call to order	Chair
<b>1.2</b>	Inner Journey Canada Vision	Chair
<b>1.3</b>	Check-in	Chair
AGM Business		
<b>2.1</b>	Introductory Remarks	Chair
<b>2.2</b>	Approval of 2022 AGM Minutes	Chair
<b>2.3</b>	2022 Financial Results	Chair
<b>2.4</b>	2023 Budget	Chair
<b>2.5</b>	Nominations and Election of Circle Coordinators	Chair
<b>2.6</b>	IJ meditation session	Jack Lafleur
<b>2.7</b>	Meeting Adjournment	Chair
IJC Social Event begins!		

## **2022 IJC Chair report – Alana McDonald, Chair for 2023 IJC AGM.**

Welcome back everyone! As a result of the ongoing global pandemic COVID-19, the Inner Journey Intensive program along with all other events and programs were not allowed to proceed due to federal health guidelines and policies for the years 2020, 2021 and for most of 2022. With the gradual easing of health measures and restrictions, Inner Journey Canada was able to hold its first Inner Journey Intensive in October 2022.

In preparation of the October 2022 IJI: Sandra Hauch – IJC elected Treasurer, Robert Boggs – IJC elected Enrollment coordinator, Maureen Fallis – IJC elected Love & Care coordinator, Alana McDonald – communications volunteer and Synandra Lechner – IJC facilitator and circle volunteer - all met several times between May and December 2022 to discuss preparations for the initial IJI to be held post Covid pandemic and necessary requirements of moving forward for the community and other programs and events to be held in the years that follow. The Chair position alternated between members and the majority of meeting agendas and minutes were prepared by Alana McDonald – volunteer for the communications committee.

After the October IJI, Maureen “Mji” decided to step away from the Love & Care coordinator position, which now stands vacant and in need to be filled along with the following coordinator positions: Chair/Administration; Communications; Production; Social and Training/ Facilitator Liaison. We hope that these positions will be filled during the election process here at this year’s AGM to ensure the ease and flow of running the Inner Journey Canada’s events, programs and events for years to come. Thank you in advance to everyone who is willing to step into these important roles so that we may continue to bring a variety of programs and events to the community.

## **2022 AGM Financial Presentation**

**Presented by Sandra Hauch – Elected Treasurer for Inner Journey Canada**

### **2022 Financial Results – Income Statement**

- 2022 did not have a prepared budget, it was based upon holding one IJ Intensive workshop
- One Workshop with 15 participants
- Granted one bursary of \$250.00
- Liability insurance has been increased back up to \$2M – The fee increased by \$21.60 from \$1,703.16
- New cheques were required, order quantity of 200 – will not require more for several years

- Food Expense was \$2,773.00
- Net income of \$2,558.00

Food/Groceries	YR: 2015	YR: 2016	YR: 2017	YR: 2018	YR: 2019	YR 2020	YR 2021	YR 2022
Total	\$4,707	\$3,874	\$3,352	\$3,468	\$4,055	\$0.00	\$0.00	\$2,773.00
Average per event	\$2,353.50	\$1,937	\$1,776	\$1,734	\$2,027.50			\$2,773.00

#### The 2022 Fee schedule

	Regular Fee	Early Registration (six weeks ahead)	
<b>Advertised Prices</b>			
Single first-time participant	\$ 995.00	Discount: \$70	\$ 925.00
Couple first-time participants (\$100 off from two single fees)	\$ 1,890.00	Discount: \$140 (total \$240)	\$ 1,750.00
<b>Unadvertised Prices</b>			
Single reviewing participant (\$100 off)	\$ 895.00	Discount: \$70 (total \$170)	\$ 825.00
Mixed couple (first-time + reviewer) (\$50 off each from single reviewer and first-timer fees)	\$ 1,790.00	Discount: \$140 (total \$340)	\$ 1,650.00
First-time participant	\$ 945.00		\$ 875.00
Reviewing participant	\$ 845.00		\$ 775.00
Couple reviewing participants (\$50 off each from two reviewing single fees)	\$ 1,690.00	Discount: \$140 (total \$440)	\$ 1,550.00

<b>2022 Inner Journey Operating Actual Results</b>		
<b>Revenues</b>	<b>2022 Actual</b>	<b>Notes</b>
Participant Fees	\$14,800	15 Participants - (one bursary of \$250)
Staff Fees	\$1,925	Based on 17 full time staff and 4 wknd
Biodanza Event November	\$170	No Love and Awareness
Donations/Misc Sales	\$5	sale of a notebook at celebration
<b>Total Revenues</b>	<b>\$16,900</b>	
<b>Expenses</b>		
<b>October Intensive weekend</b>		
Merrywood final payment Oct	\$3,926	Does not include a deposit for 2023, balance of payment
Facilitators	\$4,000	
Food	\$2,773	budget in 2020 was 1900
Staff lead expenses	\$79	
Room rental for celebration	\$120	Emmanuel United Church
Room rental for staff training	\$140	Fisher Heights Community Center
<b>Total Expenses for Oct IJ weekend</b>	<b>\$11,037</b>	total exp paid in 2022
Insurance	\$1,725	Actual cost for 2022 with increased liability
Trailer rental	\$664	
Circle Expenses	\$14	Industry Canada report, website has been paid up to Oct 2023
User Fees to MS	\$473	
Zoom Account	\$226	
Biodanza room rental	\$50	
Other	\$153	cheques - expect that new ones will not be required in 2023 or 2024
<b>Total Expenses</b>	<b>\$14,342</b>	
<b>Net Income</b>	<b>\$2,558</b>	complete @ January 30th, 2023 and included in the AGM report

## 2022 Financial Results – Balance Sheet

2022 Inner Journey Canada Balance Sheet December 31 2022			2021 Results
ASSETS	NOTES		
Current Assets			
Chequing/Saving			
CIBC Chequing Account	\$27,617	Balance at December 31 2022	\$24,485
Petty Cash	\$248	two items sold for a total of \$15.00	\$233
Total Chequing/Saving	<u><u>\$27,865</u></u>		<u><u>\$24,718</u></u>
Accounts Receivable	\$0		897.5
Other Assets			
Prepaid Expense	\$0	Merrywood deposit	1032
Key for Storage Location	\$0		40
<b>TOTAL ASSETS</b>	<u><u>\$27,865</u></u>	@ December 31 2022	<u><u>\$26,688</u></u>
<b>LIABILITIES AND OWNERS EQUITY</b>			
Unearned sale	\$250	participant was not able to attend due to illness, deposit counts towards 2023	870
Uncashed cheque	\$1,000	ck not cashed until 2023	
Total liabilities	<u><u>\$1,250</u></u>		<u><u>\$870</u></u>
Equity			
Opening Equity Jan 1 2016	\$24,842		\$24,842
Retained Earnings	-\$785		\$3,536
Net Income	\$2,558	Net income generated from 2021	-\$2,559
Total Equity	<u><u>\$26,615</u></u>		<u><u>\$25,818</u></u>
<b>TOTAL LIABILITIES AND EQUITY</b>	<u><u>\$27,865</u></u>		<u><u>\$26,688</u></u>
Bursary Fund	\$10,557	One bursary of \$250 in 2022	\$10,807

## 2023 Budget

- Camp Merrywood costs increased by 4% - The contract has been received by Treasurer and deposit for May was paid
- Estimate number of workshop participants to be 30 (holding 2 events this year)
- Participant fees and staff fees same as 2022
- Circle expenses have been included
- Royalty fee is \$50.00 per participant
- Grocery budget was increased to \$2,500, based upon higher food prices that we all see each week and the higher actual expense that occurred for 2022.
- There is a budget of \$2,000 for facilitator training in case Neelama comes to Ottawa or a trainee goes to DC
- Insurance for 2023 is \$1,826.28, an increase of 101.28 (5.8% increase) – The bill arrived in January and has been paid.

The 2023 Fee schedule (same as 2022)

	Regular Fee	Early Registration (six weeks ahead)	
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Inner Journey Revenue Calculations		Inner Journey Cost Calculations		2023 Budget	2022 Actual Cost (One Intensive weekend)	Comments on 2023 Budget
<b>Participant Revenue</b>		<b>Inner Journey Costs</b>				
Total Number of participants	28	Camp Merrywood Costs		Base Rental of Camp	\$4,453.00	\$4,271.56
Average Rate Per Participant	\$925.00			Late departure on Sunday	\$0.00	\$0.00
# of Bursaries	2.00			Admin Charge	\$25.00	\$25.00
Average Value of Bursaries	\$250.00			Over 30 sleeping on Thursday	\$130.20	\$107.40
<b>Net Participant Revenue</b>	<b>\$25,400</b>			Over 30 sleeping on Friday	\$130.20	\$116.35
				Over 30 sleeping on Saturday	\$167.40	\$152.15
<b>Staff Revenue</b>				Linen per Participant	\$292.50	\$285.60
Number of full time staff	30.00			Facilitator Cost	\$4,000.00	\$4,000.00
Rate for full time staff	\$100.00			Supplies	\$100.00	\$79.00
Number of weekend staff	10.00			Celebration	\$140.00	\$140.00
Rate for weekend staff	\$75.00			Meal Costs	\$2,500.00	\$2,773.00
<b>Staff revenue</b>	<b>\$3,750</b>			Royalty costs	\$700.00	\$750.00
				<b>Total Inner Journey Costs</b>	<b>\$12,638.30</b>	<b>\$12,700.06</b> Cost for One Intensive Weekend
<b>Gala Revenue</b>				Hold 2 events in 2023	<b>\$25,276.60</b>	
Early Bird revenues	\$0.00	<b>Circle Costs</b>				
Regular rate revenues	\$0.00			Admin	\$14.00	\$14.00 File Industry Canada Report
<b>Gala Revenue</b>	<b>\$0</b>			Chair	\$50.00	\$50.00 AGM Expense
				Communications	\$150.00	\$0.00 Cost of Weebly is 50 (due in Oct 2023)
<b>Other Revenue</b>				Enrollment	\$200.00	\$0.00 Includes \$ for Marketing/promotion
Raffle/Silent Auction	\$0.00			Finance	\$75.00	\$0.00 cost of ink, paper and stamps
User Fees	\$0.00			Love and Care	\$250.00	\$0.00
Love and Awareness	\$0.00			Social	\$200.00	\$0.00 Room rentals
IJ Day (Facilitator Training)	\$0.00			sub-total	\$939.00	\$64.00
Donations/Misc Sales	<b>\$0</b>	<b>Other Costs</b>				
				Facilitator Training	\$2,000.00	
<b>Total Revenue</b>	<b>\$29,150</b>			Insurance	\$1,826.28	\$1,725.00
				Trailer Storage Unit	\$700.00	\$664.00
				Zoom	\$226.00	\$226.00
				sub-total	<b>\$4,752.28</b>	<b>\$2,615.00</b>
<b>Expected Revenue for 2023</b>	<b>\$2,934</b>	<b>Total Costs</b>			<b>\$26,215.60</b>	<b>\$12,700.06</b>

#### Demand Assumptions

<b>Number of IJ's per year</b>	2
<b>Number of Participants Per IJ</b>	
Seminar Participants	14
Full Time Staff	15
Weekend Staff	5
Kitchen Staff	6
Staff Lead	2
Facilitators	6
Total	48

The two Facilitators in training have been counted as a facilitator for budgeting purposes - they are not expected to pay staffing fee.

#### 2022 IJC Communications report – Alana McDonald, volunteer for Communications committee

During the covid-19 pandemic, the communications team continued to keep the community together by way of the Inner Journey Canada Facebook page in hopes of staying connected. When it was known that the IJC would be held, the communications team's work got underway. The IJC website, flyer, FB page and events were all updated. Emails were sent out to communicate the intensive seminar was moving forward in hopes of helping to fill the spaces. After the program in October, the IJC database was updated to reflect the newest additions along with the new grads being added into the IJC email distribution list.

Comms also assisted in editing the advertisement and promotion of the 2 Biodanza events – held on October 1, 2022 and November 14, 2022. Comms continues to update the community via email, Facebook and the IJC website.

The Communications coordination position still remains vacant. For anyone who is interested, please contact either Alana McDonald or Synandra Lechner for more information about this role.

## **2022 IJC Enrollment report – Robert Boggs, elected Enrollment coordinator**

The two major influences for the enrollment in the October 2022 Inner Journey Intensive were:

- The loss of continuity caused by a two year interruption due to Covid.
- The large number (6) of enrolments resulting from Divy's contacts in Brockville.

There had been several individuals that had signed up for the IJ Intensive that were not able to take the course because of cancellation due to Covid. When the IJ Intensive resumed, the dates were not necessarily compatible and some people had lost interest. There is definitely more encouragement of friends and family when people have just graduated from the Intensive and they spread the word to others in their circle. It is expected that some of the people who had signed up for the cancelled sessions will eventually re-register.

Divy had huge success in attracting six people to register for the IJ Intensive. The participants included three women and three men, with a wide spread of ages from the young Keegan who was only 19 years old, through other ages and a mother-daughter combination. Divy's participants tended to be keenly devoted to the process. We can anticipate they will collaborate with Divy to attract others in the Brockville area.

Another avid participant resulted from Jack's suggestions to one of his clients. This participant had an intensive transformation and has participated in several post IJ activities.

The post Covid hesitation to fully resume close contact, likely had some people reluctant to sign up for the IJ Intensive. As we get further into the post Covid period, this reluctance should slowly vanish.

## **2022 IJC Love & Care report**

Throughout the pandemic, the Love & Care team supported IJ grads and community by sending out various sympathy cards, as well as remained connected through the Facebook social media platform. In preparation of the first Inner Journey Intensive program held in years due to covid, Maureen "Mji" and her team made the preparation/ initial contact phone calls to all IJI October 2022 participants before the seminar.

## **2022 IJC Social report**

Due to health regulations over the past few years, the Inner Journey Canada community has been unable to meet in person for social gatherings until just recently. On October 1, 2022, the IJ community was invited to a lovely outdoor gathering to introduce Biodanza to the community. Another Biodanza event was offered indoors on November 14, 2022 with great success. With growing popularity we hope that more social events will continue to inspire others to suggest gatherings in order to reconnect in 2023.

**2022 IJC Training/ Facilitator Liaison report – Synandra Lechner, IJC facilitator and volunteer member for CC**

In preparation for the first Inner Journey Intensive program in years due to the Covid-19 pandemic, the facilitator team remained connected through online methods. There are also two new additions to the female facilitation group: Bonney Elliott and Violetta Borowski have begun their facilitation training and will continue their training in 2023.