



2022 Annual Report

We had much to celebrate in 2022, the year we designated as **Celebrate 60**, to recognize that Volunteers have been an integral part of the Shaw's success since its beginnings in 1962.

Happily, we saw a return to levels of volunteering activity, as measured in hours donated to the Shaw Festival, returning to the levels of a more normal year.

Despite continuing COVID-related protocols, we were able, on occasion, to congregate, to celebrate the impressive achievements of our Fundraising Events, at our recent Service Recognition Event, and at the Coffee Connections sessions in the Summer.

Please enjoy reading this record of our 60th year of service to the Shaw Festival.

www.shawguild.ca

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Agenda

Shaw Guild Annual General Meeting
Monday, November 28, 2022
Virtual Meeting

1. Call to Order
2. Welcome
3. Approval of the AGM Agenda
4. Approval of the Minutes of November 22, 2021
5. President's Report – Alan Walker
6. Treasurer's Report – Joe Allevato
7. Tabling of Reports:
 - a. Vice President – Mary Mizen
 - b. Past-President – Laurie Harley
 - c. Activities Chair – Brenda Weafer
 - d. Communications Chair – Cheryl Morris
 - e. Docent Chair – Arlene Carson
 - f. Fundraising Chair – Mary Mizen
 - g. Greeting Chair – Marg Mather
 - h. Hosting Chair – Greg Fedoryn
 - i. Membership Chair – Susan MacDonald
 - j. MVP Chair – Margot Devlin
 - k. Shaw Gardens Chair – Jane Catcher
8. Approval of Reports
9. Election of Officers and Chairs
10. By-Law Amendments
11. New Business
12. Motion of Closure

Note: Questions will be entertained at the AGM following the tabling of reports.

The AGM Reports will be available on the website www.shawguild.ca

**MINUTES from Shaw Guild Annual General Meeting
Held at 10:00 a.m. Monday, November 22, 2021
Via Video Conference**

Presenters: Alan Walker, President and Joe Allevato, Treasurer

Call to Order at 10:05 a.m. Alan welcomed everyone to the meeting. This is the second time The Shaw Guild AGM is being held online due to hesitancy of many members attending a large group meeting.

Alan reviewed “housekeeping” items including how to vote on motions and noted that there would be a link to the recording of the meeting later.

He advised that questions during the meeting to chairs or convenors, would be answered by that specific person. Mary Mizen would be keeping track of any questions you may have in the ‘chat’ function.

Alan read the Shaw Guild's Land Acknowledgment Statement.

Motion: by Suzanne Hebert “That the agenda, as presented, be approved.” Seconded by Susan MacDonald. Carried unanimously

Motion: by Jan King-Watson “That the minutes of the 2020 Annual General Meeting be approved.”

Seconded by Marg Mather. Carried unanimously

Shaw Guild President's Remarks, Alan Walker

You will have seen in the reports from the Chairs, Officers and Convenors and these reports are a retrospect of the year but with a focus on plans for 2022 in anticipation to the return to normality.

The Executive's focus this year has been on keeping our volunteers engaged and connected throughout the year with online events and later in the year with face-to-face events such as the Coffee Connections.

The Fundraising events that happened this year were: Sip Savour & Stroll and the Garden Tour. These were planned and replanned due to ever-changing circumstances and protocols. Thanks to the patrons, garden owners and sponsors these events were welcomed, and successful due to the hard work of our volunteers.

The Gardens team was the first group to return to the Theatre to refresh the neglected gardens.

In September our Greeter and Hosting volunteers returned with added responsibilities of checking and verifying vaccine requirements.

There have been challenges with the hesitancy of people returning to volunteering in some of these positions. The strict safety protocols that Shaw has put in place have added a level of comfort.

Alan thanked all volunteers involved in these roles for enhancing the patrons experience in coming back to the Theatre.

The Shaw Board of Directors is very interested in the Community activities we have been involved in, specifically the Ambassador Program that we began in 2020 and now with its successor Ambassador 2.0. Program. The Town and others involved in Tourism reached out to our organization to help move forward on our Tourist-base Ambassador Program.

As Shaw Guild volunteers, we are all ambassadors when we face patrons and it will be one of those rewarding activities that we continue through 2022 and beyond.

Alan thanked all the volunteers for their support throughout the year.

As Shaw Guild volunteers we are here to show our support to Shaw Festival.

We continue to be recognized by Shaw's business and artistic entities and by the Board as an important contributor to the success that Shaw enjoys.

The Shaw Board acknowledges and thanks the Guild for the work the Volunteers do.

Treasurer's Report—Joe Allevato

Joe thanked Bridgman & Durksen, the chartered accountants who donated their time and services to preparing our financial statements with a very fast turnaround.

Membership revenue: \$5000. Membership also includes Administration. Administration expenses include: Communications \$875 for Zoom fees and survey tools, Guild Activities \$375 mainly for Coffee Connections, Hosting and Greeting \$0 expenses, Docents \$0, MVP \$735, Gardening Team \$1500.

Volunteer Sit-In Revenue \$0 as there were no shows

Fundraising Revenue \$31,000 donated to the GT and SS&S events in the way of products and services from local businesses. The Garden Tour of 2020 was cancelled and many of our generous sponsors left their donations in for 2021 so donations eventually were \$18,000 for the Garden Tour and SS&S had donations of approximately \$12,700.

With these two successful events The Shaw Guild was able to donate \$35,000 to the Shaw Festival.

Special projects: Total sales of A LOT O'NOTL boxes were over \$25,000, and \$24,500 of that went to local and other merchants.

Last year we had a loss of about \$7,500. This year we have a profit of about \$1,000

Donations made to Shaw Festival: The third and final year commitment of \$25,000 for A Christmas Carol and \$10,000 to Shaw Festival to the Resiliency Fund.

Donations received this year: Grant from Royal Bank for Shaw Gardens of \$500, Grant from Honda Go for Shaw Gardens of \$500, Grant from IBM for Shaw Guild Members

Recognition—Artist and Artisans Fund \$185, Shaw Guild Education Account \$2,508 and an Individual donation of \$300.

Interest of \$9,754 from the Shaw Guild Endowment Fund was directed to support the Music Internship Program at the Shaw Festival and \$1,499 was directed to the Shaw Gardens.

Motion: by Lois Chapman “That the compiled financial statements for fiscal year 2021 be adopted as presented.”

Seconded by Lorraine Horton. Carried unanimously

Executive Committee Reports.

Alan thanked the Executive team.

If there any questions, the individual Chair, Convenor or Officer would answer them.

Motion: by Lois Chapman “That the Reports of the Executive Committee, as tabled, be accepted.”

Seconded by Betty Disero. Carried unanimously

Election of Officers

Members of the Nominating Committee are: Laurie Harley, Past President and Chair of the Nominating Committee, Alan Walker, President, Mary Mizen, Vic President, Wendy Glazier and John Mather, Shaw Guild Members in good standing.

We are losing two members of the Executive Committee as their term is up: Paddy Parr, Shaw Festival Gardens and Kim Mustill, MVP Chair. Also, Gail Kendall stepped down from her role as Marketing Convenor after the Garden Tour. However, Gail will remain an active Guild volunteer.

Several other Guild members will be leaving long-held positions specifically in Fund Raising activities and we decided to acknowledge and thank them in the November 23rd Newsletter.

The following Chairs will serve will serve the second year of a 2-year term, ending November 2022 on the executive: Alan Walker – President, Laurie Harley – Past President, Mary Mizen – Vice President/Fundraising Chair, Joe Allevato – Treasurer, Deborah Williams – Secretary, Brenda Weafer – Activities Chair, Marg Mather – Greeting Chair, Cheryl Morris – Communications.

The following Officers are elected to a 2-year term, ending November 2023 on the Executive: Susan MacDonald – Membership Chair, Greg Fedoryn – Hosting Chair, Jane Catcher – Shaw Festival Gardens Chair/Shaw Guild Garden Tour Convenor, Arlene Carson – Docent Chair, Margot Devlin – MVP Chair

The following Guild Chair positions have been combined on a pilot basis for 2022:

Vice President with Fundraising Chair – Mary Mizen, Shaw Festival Gardens Chair with Garden Tour Convenor – Jane Catcher.

We will be looking in the future for a Fundraising Chair.

Executive Committee appointed Jo Ann Ely as Marketing Convenor and she will report to Communications Chair.

Motion: by Lois Chapman "That the slate of Executive Committee members, as presented be approved."

Seconded by Suzanne Herbert. Carried unanimously.

By-Law Amendments

Alan explained that this change is simply to regularize the language to be in compliance with the motion to elect the President as a Board of Director member.

Motion: by Livia Martin "That the proposed By-Law amendment, relative to Article III.1, with all the wording that it contains as presented be adopted by the Shaw Guild Volunteers."

Seconded by Mary Mizen. Carried unanimously.

Motion: by Livia Martin "That the proposed By-Law amendment, wording in Article III.2, with all the wording that it contains as presented be adopted by the Shaw Guild Volunteers."

Seconded by Mary Mizen. Carried unanimously.

This amendment relates to the age requirement of members in compliance with Shaw Festival insurance coverage, members must be 18 years of age.

Motion: by Jan King-Watson "That the proposed By-Law amendment, wording in Article IV.1, with all the wording that it contains as presented be adopted by the Shaw Guild Volunteers."

Seconded by Betty Disero. Carried unanimously.

Relates to a procedural change to the Nominating Committee and allows more time for them to recruit and consider candidates for Executive positions.

Motion: by Lorraine Horton "That the proposed By-Law amendment, wording in Article XIII.3, with all the wording that it contains as presented be adopted by the Shaw Guild Volunteers."

Seconded by Brenda Weafer. Carried unanimously.

New Business

A question was asked regarding future festival tours. "Will tours begin in the spring?"

Arlene Carson responded, "as far as I know public tours will resume in April for the public tours and at this point I do not know if there will be any group tours prior to that. We are hoping that things will go forward."

Motion: by Suzanne Hebert "That the Shaw Guild 2021 Annual General Meeting be adjourned."

Seconded by Laurie Harley. Carried unanimously.

Alan thanked everyone for their continued support.

The Meeting ended at 10:52 a.m.

Shaw Guild Service Awards for 2022

Presented at the Guild Volunteer Appreciation Event, October 17, 2022

30 Years

Margaret Matyus
Carol Reid

25 Years

Jennifer Gardiner
Jane Hanna
Sally Harmer
Ann Nelson
Mora Richmond
Jean Wesley

20 Years

Elizabeth Abraham
Bill Charnetski
Emily Charnetski
Judy Gill
Peter Gill
Larry Kostoff
Vija Kostoff
Deborah Paine
Mary Thornton

10 Years

Donna Bertram	Laurie Harley	Wade Pitman
Keith Bertram	Ann Holcomb	Mary Rose
Bradley Dalgliesh	Rita Kostyk	Alan Walker
Dianne Hall	Joy Lambert	Diane Walker
Doug Harley	Cheryl Morris	Ellen Williams

Ontario Volunteer Service Awards

2022 Recipients

Arlene Carson
Cheryl Morris
Brenda Weafer

President's Report

Alan Walker

What a difference a year makes; this time last year I reported that we had collectively recorded approximately one quarter of the Volunteer hours that we would expect in a “normal” year. Happily, I am now able to report that this year we are reporting 12,000 hours, close to 90% of our normal contribution. I encourage you to read the Reports of the various Chairs that follow these Introductory remarks, to gain insights in what was actually achieved in those hours.

As well as the hours we contributed, we also raised almost \$50,000 through our Fundraising activities, and this allowed us to support Shaw's productions of Christmas Carol and 1992 – In Concert. And let's not forget that we supported body and mind by contributing to the Shaw's sporting juggernaut that is the cricket team.

All this to say that we made significant contributions to Shaw, in its 60th Anniversary year which was our own “Celebrate 60” year. All well and good, and impressive one could argue, especially in yet another year interrupted by COVID related restrictions, mask mandates, performance disruptions, cancellations and the like.

Which brings me to what TC said to us recently at our Service Recognition Event, when he encapsulated in one word, what Shaw is focused on through its EDI Initiative, namely to make the Shaw a welcoming place. He then stated that Guild Volunteers provide the first human point of contact for patrons. We provide the welcome and that is our most important and enduring contribution.

And as to contributions of another sort; I want to express my personal gratitude, and yours, to three of my EC colleagues, Past President Laurie Harley, Greeting Chair Marg Mather and Garden Tour Convenor, Jane Catcher, as they leave EC. This is to recognize their dedication, their sheer hard work and their contribution to the Guild, to EC, and to Shaw. Thank you all.

This also marks the conclusion of my 2-year term as President; it's been one of the best experiences of my life, although not without the challenges of the time we have all had to live through. I wish incoming President Mary Mizen my best wishes for her term and for every success in the role.

To you my Guild colleagues, EC colleagues, Shaw and Board colleagues, but especially to Diane, I express my gratitude for your support, encouragement and the gift of laughter we have shared along the way.

Treasurer's Report

Joe Allevato

Highlights:

Total Revenue \$92,149 less Total Expenses of \$73,246 equals \$18,903.

Net Assets are \$36,203.

Donations to Shaw Festival:

\$25,000 to support the production of *A Christmas Carol*

\$10,000 to support the production of *1922 – In Concert*

These donations were possible because of the great success of the Garden Tour and Sip, Savour & Stroll events.

Grants:

From IBM to the Shaw Festival Shaw to recognize Guild Members, total \$2,785 distributed as \$1,905 to the Guild Education Account and \$880 to The Shaw.

Grant from Royal Bank for Shaw Gardens \$625.

Total is \$3,410.

Interest of \$9,754 from the Shaw Guild Endowment Fund was distributed directly to support the Music Internship Program at the Shaw Festival

The Guild donated \$1,000 to support the Cricket match. The student workshop project was supported by a donation of \$525.

\$2,801 was directed to the Shaw Gardens.

Revenue:

Membership revenues exceeded the budget by \$240.

Volunteer revenue increased by \$7,774 compared with \$0 last year because there was no previous hosting or greeting revenue.

Fundraising revenues increased due to the Garden Tour and Sip, Savour & Stroll event. The revenue for those two events generated a surplus of \$49,935. Included in the revenue is \$24,000 in donations, cash and in-kind, from local merchants. The Guild appreciates the great support from local merchants.

The last of the three special Lot O NOTL projects was finalized this year. Total revenues for the three events were \$23,662, with expenses totaling \$23,867. Since the objective of these projects was to return 100% of the revenue to local merchants, a deficit of \$205 indicates how well these three projects were managed, with minimal cost to the Guild.

Expenses:

Total overall operational expenses were kept to a minimum.

Membership & Administration expenses were \$3,014 more than last year due to Guild's ability to host in-person events for Guild members.

Membership and volunteering revenue exceeded membership and administration expenses this year by \$3,336. Membership fees will remain unchanged for 2023.

Change in Net Assets:

Revenue exceeded expenses by \$18,903.

Net assets at the start of the year were \$17,300 and we ended the fiscal year with net assets of \$36,203.

Guild Administrative Operations

	Total	Budget
Revenue	\$ 14,127.05	\$ 16,500.00
<u>Expenses</u>	<u>\$ 6,965.69</u>	<u>\$ 8,140.00</u>
Operational Surplus (Deficit)	<u>\$ 7,161.36</u>	<u>\$ 8,360.00</u>
Fundraising		
Revenue	\$ 71,272.02	\$ 66,000.00
<u>Expenses</u>	<u>\$ 60,663.27</u>	<u>\$ 59,985.00</u>
Operational Surplus (Deficit)	<u>\$ 10,608.75</u>	<u>\$ 6,015.00</u>
Community Outreach		
Revenue	\$ 6,750.00	\$ -
<u>Expenses</u>	<u>\$ 5,617.05</u>	<u>\$ -</u>
Operational Surplus (Deficit)	<u>\$ 1,132.95</u>	<u>\$ -</u>
Total Surplus (Deficit) for Current Operations	\$ 18,903.06	\$ 14,375.00
General Fund, November 1, 2021	<u>\$ 17,299.64</u>	
Cash	\$ 36,202.70	

Education Fund - Off the Books

Revenue & Expense	
Balance carried forward	<u>\$ 3,998.37</u>
Cash + Education Fund	<u>\$ 40,201.07</u>

Reports from Chairs and Officers

Vice President: Mary Mizen

Highlights:

- Coordinated focus on priorities identified from the Shaw Guild organizational review
- Continued part of the IDEA team (Inclusion/Diversity/Equity/Action) and EDI education
- Celebrated our Shaw Guild 60th Anniversary
- Led the Sip, Savour & Stroll Planning Team

Report:

My second term as Vice-President for the Guild was a busy one. Not only were we back in theatres and in-person volunteering, but we had an extended season at the Shaw which began in February. The number of volunteer shifts increased this year. And it was our 60th Anniversary of volunteering!

In 2021, the Guild Executive Committee (EC) sponsored an organization review, where Guild Volunteers were asked for their input on a number of topics. The EC reviewed all the feedback received, and prioritized recommended actions into 3 areas:

1. Communication and Ongoing Education for Hosts & Greeters
2. Volunteer Recognition & Appreciation
3. Effective EC membership transition

Teams were set up to focus on each area and establish processes and documentation as needed. Just some of the changes included:

1. Education provided to Hosts & Greeters was expanded to include more information about the Shaw Festival and the plays during the season.
2. A regular "Spotlight on Volunteers" was re-established in the Guild newsletter to celebrate our volunteers.
3. An orientation manual for new members on the EC was updated, and a formal process for shadowing and mentoring was put into place.

The review gave the EC the opportunity to relook how we operate and update those areas important to volunteers. All the feedback from the organization review will be used as input when our Guild Strategic Plan is updated in 2023.

This year we continued our work to understand diversity, equity and inclusion (DEI) within the Shaw Festival and the Niagara-on-the-Lake community. I continued to be part of the IDEA team, and I had the opportunity to attend 3 excellent education sessions: Whole Person Communication with Alexis Milligan, the DEI workshop with George Webber, and a DEI Refresher led by Khan Bouba-Dalambaye, Shaw's Wellness & Inclusion Facilitator. This topic will continue to be a priority for all of us at the Shaw Festival. As Tim Carroll reminded us at the recent Guild Volunteer Recognition Event, we are often the first experience a patron has when coming to the theatre. We can reinforce that the

Shaw Festival is a safe and inclusive space, no matter how different we are from one another.

In 2022 we celebrated 60 years of volunteering at the Shaw Festival. Volunteers have been an integral part of the Shaw from the very beginning. We have evolved as an organization over the past 60 years, and our volunteer roles have changed, but throughout, we have supported the Shaw Festival with enthusiasm and pride. I hope you had an opportunity to read about our last 10 years of volunteering. *Celebrating 60 Years of Volunteering* documents our history from 2012-2022, and picks up from Faye Goodwin's and Nancy Butler's history about the first 50 years. I had the opportunity to co-author this document along with Guild Volunteers Jim & Micki Clemens, with input from the Executive Committee. It was a terrific reminder of how much the Guild has accomplished in reaching this milestone. *Celebrating 60 Years of Volunteering* can be found at shawguild.ca

On August 13th this year, the Guild hosted Sip, Savour & Stroll. Once again, the weather cooperated and we had a magical event featuring 2 beautiful properties on the Niagara River. Live music, great food, wine and games were enjoyed by 137 guests and feedback was extremely positive. Our SS&S Planning Team, Activities Team, Sponsorship Team, and all the Guild Volunteers who worked at the event ensured that the guests had a lovely evening.

A personal highlight for me this year was joining the Shaw Gospel Choir, led by the incredible Jerimiah Sparks! (Jerimiah also appeared in *Gem of the Ocean* which was one of my favourite plays this season.) Our choir was made up of actors from the ensemble, Shaw Staff and Guild Volunteers. We had weekly rehearsals and 3 sold-out performances as part of Outdoors @ The Shaw. It was a thrill singing on stage and a lot of fun!

Peter Barwell, Lead for **Playing This Week (PTW)**, reports that this season, the Shaw weekly flyer has been dropped from the schedule. The team was tasked with distribution of Shaw brochures and limited material for the Garden Tour and Sip, Savour & Stroll. An updated distribution process was put in place Peter. The Shaw Royal George Box Office/Shop was used to store both the brochures and the carts. On a scheduled drop-off day, a key was picked up for the Shop and the team met there to begin distributing material. The number of brochures distributed to each shop is no longer recorded, but the team does record which stores take full boxes of brochures and how often they need replenishments.

The PTW team coordinated six drops throughout the season and in total recorded 20 hours. Thanks to Valerie Taylor and Paul Rogers from the Shaw, as well as the PTW team, Peter Barwell (Lead), Valerie Hancock, Paul Portelli, Grant Williams, Wayne Magee, Megan Wood and Lisa Strum.

I'm looking forward to my new role as Guild President. Alan Walker has been helping me transition, and introducing me to members of the Shaw Board of Directors and Board of Governors – both of which I will be joining in November. There will be a lot to learn in my new job, but I know that I will have the support of the amazing Guild Executive

Committee. And I hope that each of you will reach out to me if you have feedback or something to discuss about the Guild.

Once again, 2023 will be a busy season! We begin in February and some of the performances delayed by the pandemic will be back on the playbill. And next year we will have the Spiegeltent! It promises to be an exciting season!

Past President: Laurie Harley

Highlights:

As Chair of the Nominating Committee, prepared a slate of candidates to fill five open positions on the 2023 Executive Committee

- Developed amendments to the Shaw Guild By-Laws to make the nominating process more effective
- Implemented recommendations from the 2021 Succession Planning Team including holding “A Leadership Forum” in April to generate interest in leadership roles
- Expanded the Guild’s community outreach through the “A Lot O’ NOTL” box initiative and the NOTL Ambassador program

Report:

After nine years on the Guild’s Executive Committee, it’s time to say a final “farewell” to a group that has inspired and energized me for close to a decade. I’m so proud of the achievements we’ve made towards the goals set out in the 2018-2022 Strategic Plan. In particular, I’d point to the closer working relationships established with leadership at the Shaw Festival, and initiatives that expanded the Guild’s outreach in the community, especially during the challenges of COVID.

I send my sincere thanks to the members of this year’s Nominating Committee – Alan Walker, Mary Mizen, John Mather, Paddy Parr and Kim Mustill. What started out as a “business as usual” process turned into a learning journey that called on everyone’s patience and creativity to find new solutions.

I leave you my affection, my respect, and the knowledge that you will carry forward the best of what the Guild is and what it can be in the future.

Activities: Brenda Weaver, Chair

Highlights:

- Many opportunities to gather in person and connect with fellow volunteers
- The Activities (renaming to Volunteer Events in 2023) Team was very active and grew to a team of 12 regular members
- Guild Volunteers were invited to participate in at least one social/educational or fund-raising event per month – more in the summer months.

Report:

This year was a busy one for the “A-Team”! We kicked off the season with a Virtual Tour of the Prop Shop led by Kiera Sangster through the Shaw Link. In February we visited the

Scene Shop in person and were treated to a preview of some of the magnificent sets used this past season. In March, we participated in the first Leadership Forum, for those who might be interested in future leadership opportunities within the Guild. In April, we put on a smashing Spring Preview Luncheon entitled “Celebrate 60!”, followed by a Q&A with Tim Jennings and Tim Carroll. May saw opportunities to attend the dress rehearsal for The Importance of Being Earnest. That month we also kicked off our summer season of Coffee Connections, which is an informal coffee hour for volunteers to come together and enjoy each other’s company. These were popular occasions which were held outdoors on the last Monday of the month from May to September.

Many of our team members volunteered this year for both the Annual Garden Tour in June and the Sip, Savour & Stroll event held in August. Both were smash successes, and we look forward to more opportunities to contribute to these excellent events next year. Other highlights included Guild Night at the Pop-Up Patio in July, the Appreciation Event and a chance to attend 1922 in Concert in September and our most recent “Volunteer Recognition Day” in October.

Planning will soon begin for our next season of Volunteer Events and we are excited to see what that may bring. I hope you enjoyed this wonderful year of activities and events!

Communications: Cheryl Morris, Chair

Highlights:

- Monthly newsletters and communications about Guild events continued on a regular basis throughout 2022, to keep Guild volunteers engaged and connected to the Shaw Festival through the transition to COVID and post-COVID volunteering.
- Core team member for Garden Tour and Sip, Savour & Stroll fundraising events.
- Working with Shaw representatives and members of Guild IDEA team, I was involved in setting strategy and content for EDI (Equity, Diversity and Inclusion) education sessions.

Report:

I was involved in many projects and initiatives related to engaging Guild Volunteers in various activities and events, as well as providing time-sensitive information on behalf of the Shaw Festival. Volunteers have expressed satisfaction with the level and content of our communications, so there are no plans to change the frequency or style of what we issue.

The celebration of the Shaw’s and the Guild’s 60th anniversary was commemorated with a new identifier (see front cover of this annual report), as well as activities led by others on the EC.

All the work and planning by the IDEA Team, led by Susan MacDonald, show great results so far, as expressed by workshop participants who shared feedback with us. We see a clear path forward to helping to put Shaw’s Values front and center for the benefit of the Guild and the Community.

From a Marketing standpoint, Jo Ann Ely, Guild Marketing Convenor, built a new Shaw Guild Instagram account and expanded the existing Facebook page, increasing followers on both social media platforms with regular postings. We have used social media to drive people to the Shaw Guild website for various events and activities, and supported Shaw Guild sponsors throughout the year with postings. Marketing played an active role in integrated plan supporting the Garden Tour and Sip, Savour & Stroll.

Future plans/projections:

Looking ahead to 2023, Marketing will drive tickets sales for both of the Guild's major fundraising events, as well as other initiatives that may arise. With COVID restrictions lifted, there will be an increased effort to marketing to a U.S. audience, our past patrons as well as surrounding communities.

As I leave my Communications Chair role to take on the Vice-Presidency, I thank all those who contributed to the value of the Guild's communications with articles, photos, ideas and support. I enjoyed this role so much, and I feel confident that my successor will carry on with enthusiasm and creativity!

Docent: Arlene Carson, Chair

Highlights:

- 31 Docents for the 2022 season
- 94 Public tours, 32 Student tours, 22 Private tours, 3 Adult tours
- 1,802 patrons went on tours from April to October
- Backstage Tours resumed in April with both Public and School tours

Report:

Six new volunteers completed the audition process to become docents in training. They joined the returning docents in March to begin preparing for the new season after 2 years away from the role.

Our training is overseen by the Shaw's Education Department, headed by Senior Manager, Suzanne Merriam and Co-ordinator, Megan Gilchrist, who were joined this year by Warren Bain as Education Assistant. They provide workshops that help us to learn about the season and training that helps us better communicate with our patrons.

This season, in addition to a refresher on conducting tours, training included the Meet the Director/Designer series, an Equity, Diversity, Inclusivity seminar with George Webber and a Whole Person Communication session with Alexis Milligan. Near the end of the summer, we were sorry to say goodbye to Megan Gilchrist, who left the Education team for a new position elsewhere. Warren Bains has taken over the job of Education Co-ordinator and Nina Taylor has now joined the department as Education Assistant.

This has been a challenging season for us, with many last-minute changes that required flexibility and creativity of the Docents. I would like to thank the whole team and Education for working together to provide amazing backstage tour experiences for our patrons.

Future plans/projections:

- Docents will continue to work on Equity, Diversity and Inclusion with the Shaw.
- The need for new Docents will depend on any retirements at year-end.

Fundraising: Mary Mizen, Chair

Highlights:

- \$49,935 (net / after expenses) fundraising revenue in 2022
- 16th Annual Shaw Guild Garden Tour held June 11, 2022
 - 855 tickets sold
 - 75% of visitors rated the Garden Tour as “Excellent”
 - 8 beautiful private gardens featured
 - 110 Guild Volunteers worked the day of the event
- Sip, Savour & Stroll held August 13, 2022
 - 137 guests attended.
 - 78% of responders rated SS&S Outstanding/Very Good
 - Guests visited 2 beautiful gardens located on the Niagara River
 - 32 Guild Volunteers worked at the event
- Our Sponsorship Team worked with local businesses and contacts to solicit cash sponsorships as well as prizes for Sip, Savour & Stroll.

Report:

Fundraising was extremely successful in 2022, with a significant increase in revenue from 2021. Both our annual events – the Shaw Guild Garden Tour, and Sip, Savour & Stroll – were very popular and feedback on both events was positive.

The Shaw Guild Garden Tour included 8 private gardens in Old Town. Of the guests attending, 81% came from out of town and 74% of attendees said they would come again. Of the tickets sold, a new record was set with 240 tickets sold on the day of the tour.

Sip, Savour & Stroll was a magical evening event featuring 2 beautiful gardens on the water. Tickets sold out quickly once again, and we had guests from NOTL, the GTA and the US attend. This year we included a wine pull and silent auction in the gardens, which generated extra revenue for the event.

Both events are planned to take place again in 2023. The Shaw Guild Garden Tour will be held Saturday, June 24, 2023 and Sip, Savour & Stroll will be held Saturday, August 12, 2023. Both event teams are planning additional highlights to be enjoyed by guests. Tickets will go on sale early 2023 and more information will be posted on shawguild.ca

This year we were very strategic in our sponsorship program. Our Guild Sponsorship Team began connecting with local businesses and contacts in January. Sponsors of the Guild benefited from promotion all season long versus for one event. We increased our social media presence this year, posting about our sponsors and events. The Guild Sponsorship Team also solicited for prizes for Sip, Savour & Stroll.

Shaw Theatre Gardens: Jane Catcher, Chair

Highlights:

- Season 2022 brought us great joy when we were able to gradually return to gardening with a full team of volunteers
- With a new focus on using the gardens as a performance space, Artistic Director Tim Carroll pumped new energy into the season with OUTDOORS @ THE SHAW
- Our 2021 goal to increase our (post-pandemic) volunteer base was a huge success as we welcomed eight new volunteer gardeners

Report:

My first year as the Shaw Gardens Chair was highlighted by the fact that we were allowed to resume gardening in early April. Being gifted the potential for a full 30-week season, after struggling for only 17 weeks in 2021, lifted all our spirits. What could be better than fresh air and new life in the gardens!

Garden Captain, Peggy Bell busily gathered up plant materials generously donated by local gardeners, to dot into the copious gaping patches left by our pandemic absence. As we tackled the redevelopment of the gardens, the acting ensemble tackled the ongoing development of their new exciting focus, creating open-air theatre for all to enjoy. We were not the only ones bustling about in the sunshine getting ready for our 2022 patrons!

I am happy to report that our core group of 20 active gardeners, plus 8 new gardeners, managed to clock in an excess of 1,300 volunteer hours in Season 2022. This is a dramatic increase from our 2021 pandemic total of 527 hours. As well, a 'mini fund-raising' effort, selling grasses that needed thinning, donated tulip bulbs, and plant markers, realized a revenue gift to The Guild in the amount of slightly more than \$500.

As we move forward to Season 2023, we continue to reassess where the focus might be in the ever-evolving Shaw programming. The addition of the Spiegeltent performance space to be installed on the south lawn adjacent to the main terrace in 2023, is sure to cause great excitement. Hopefully the added patron activity will discourage the daily visits by our local deer population, who have gleefully enjoyed the numerous 'hosta buffets' throughout our gardens this season! We shall see.....

As my tenure as Shaw Gardens Chair draws to a close, I wish to thank our wonderful group of 28 gardeners for their hard work and fun-loving commitment to the gardens, regardless of the weather challenges. As well, many thanks to Garden Captain Peggy Bell for her ongoing dedication, and to Garden Convenor Paddy Parr for her unwavering support this year. I could not have done it without you all, and I wish you much success going forward!

Greeting: Marg Mather, Chair

Highlights:

- Number of Shifts

○ 2021 Holiday Shows - November/December	210
○ 2022 Regular Season - February to October	974
	TOTAL: 1,184

As of October 2022

- Number of Volunteers -

• Active Volunteers (including 25 new Greeters)	82
• Casual Volunteers	11
• To Return in 2023 (post-COVID)	18
	TOTAL: 111

Report:

This again has been a fun but challenging year. The Season began early with performances at the Studio in February and Royal George March to May. We greeted for all these performances, answering Patrons' questions and assisting them with the changing COVID protocols. Finally in June, masks for Patrons became Optional, but Strongly Recommended. For Volunteers and Staff, the mask mandate, when inside Shaw Facilities, continued until the end of 2022.

In June and July, we had performances of Damn Yankees changed to "Damn Yankees in Concert". Greeters "worked" tirelessly, explaining in a helpful, friendly manner the necessity to change the format and the Patrons' options,

In July, due to the limited number of Greeters, once protocols were relaxed, we decreased the Royal George shifts to week-ends only, but were able to continue with all performances at the Festival and Studio Theatres. Happily, as of October, we have been able to put the Royal George back to all performances in October and for the Holiday shows.

Preparation for New Chairs: It was decided to have the Greeting Chair role performed by two people; one for the technical aspects, one for the coordination and training function. However, the two Chairs will share one Vote for motions voted on by the EC.

Preparing for the changeover included handbooks with extensive examples and documents, meeting with the New Chairs to review and discuss each Chapter of the Handbooks, working with them and having them attend the Greeters' Windup meetings, New Volunteers' Orientation and one session of New Greeters' Orientation.

I plan to continue to mentor and support the New Chairs, as long as they want my help, to ensure a smooth transition.

Future plans/projections:

In conclusion, I have spent 7 wonderful years with the Executive Committee, one as Convenor and six as Chair. My experience has been most gratifying and enjoyable. We have built the Greeting program from 35 Volunteers to 111 this year. Our Greeting team

are a lovely group of individuals who I am fortunate to be able to call my friends. They can handle any situation and any weather circumstance with a smile and a caring, understanding attitude.

I would like to thank Tim Carroll and Tim Jennings for their support and recognition; Chuck Mewett, Front of House Senior Manager, for his help, understanding and caring; and the House Managers, Susan, Muriel, Georgina, Ross, Will and Assistant House Manager, Vera, for providing continual, friendly assistance.

Last, but not least, our Greeting team....it has been a fun ride. Thank you. 'Till we greet again!

Hosting: Greg Fedoryn, Chair

Highlights:

- The 2022 Shaw Season, has again been a year of great challenges for the Shaw Festival and all Guild Volunteers, arising from the ongoing COVID-19 Pandemic. Despite these challenges, we overcame these obstacles in our way and had an outstanding 60th Anniversary season.
- The Shaw again adapted and innovated to keep the 2022 Theatre season alive, while keeping the Shaw Company and our Theatre Patrons as safe as they could be, under the ever-changing health conditions and this year's many staffing challenges.
- Our 208 Host Volunteers performed outstandingly this year, completing 784 Host shifts during the regular Theatre season. Bravo also to our Host Captains for keeping everything on track in Hosting throughout this most challenging time.

Report:

With the Shaw Christmas shows set to open November 9, 2022, we expect a very busy Holiday Theatre season ahead.

With 21 New Host Volunteers joining the Shaw Guild in 2022, and more expected before the year end, we are most pleased to welcome our new Members to the Shaw Company and to put them to work right away, being mentored with our seasoned Host veterans.

Future plans/projections:

We all look forward to the final demise of the COVID-19 Pandemic and the return to a more normal maskless existence. We also greatly look forward to the launch of the exciting 2023 Shaw Theatre season.

In the interim, continue to look after yourself, your family and friends and try to assist all those people you can in their personal COVID-19 challenges. We are all in this together. Keep safe and well.

Membership: Susan MacDonald, Chair

Highlights:

- 331 registered volunteers (326 Active and 5 Inactive) - up from 322 in 2021
- Over 45 people attended orientations from November 2021 - October 2022 (and 45 paid volunteers from those sessions)
- 79% of Active volunteers performed duties
- EDI (Equity, Diversity & Inclusivity) initiatives gained momentum

Report:

COVID's presence continued to affect volunteer activities. While volunteer hours more than doubled from 2021, some individuals were still reluctant to resume duties. That said, almost all volunteers were in favour of the Shaw's vaccination and mask mandates and readily complied.

Orientations for volunteer candidates were held on Zoom until August, when the first in-person session could be held at The Shaw Festival in over two years.

In the Spring, pilot EDI/Whole Person information sessions were held under the guidance of the Shaw Link. The first sessions were developed for docents and Continue the Conversation facilitators. During the Summer and Fall, in cooperation with George Webber (an outside consultant recommended by the Guild), three EDI workshops were organized for all Guild volunteers. The sessions were announced by Tim Carroll, and sign-up was enthusiastic. The pilot sessions and workshops are being refined for ongoing training to begin in 2023 led by the Shaw Link in cooperation with George Webber. The Guild will be involved in the organization and implementation of these initiatives.

Future plans/projections:

The first active recruitment for new volunteers takes place at the Niagara-on-the-Lake Newcomers Community Awareness event in November 2022 (since 2020, volunteers have joined the Guild based on word of mouth or through inquiries on the Guild website)

Based on the success of the EDI workshops with George Webber and the finite number of people who could sign up (30 per session), two more workshops are being held in November and December 2022 respectively. They are designed to provide background for the EDI initiatives planned for 2023.

MVP: Margot Devlin, Chair

Highlights:

- MVP Profiles – Active/ Inactive: 326 / 5
- Archived Profiles: 121
- New MVP Profiles added for 2022: 45

Report:

Training: Due to the COVID lockdown and volunteers' hesitancy in returning to The Shaw Festival, many had forgotten how to use the self-scheduling options available on MVP; consequently, in February, I offered several training sessions to ease our volunteers back

into using the on-line tool. In collaboration with the Chair of Gardening, one session was devoted to the Gardeners, who had not, previously, had their shifts available on the MVP. The sessions allowed our volunteers more flexibility in planning their shifts and fitting their volunteer shifts into busy lives.

Greater number of shifts: During 2021-2022, The Shaw Festival presented their 60th year and in celebration of that, added a number of shows. The season began in February and with very little downtime, continued to mid-October.

Shifts built by MVP Chair: Between November 1, 2021 and October 31, 2022, I built the following number of shifts. My number is based on the day and type of shift, not on the number of volunteers in each shift. The Greeting shifts required 2 volunteers, for the most part, per shift and the Hosting shifts required 2 volunteers per shift, except at the Festival Theatre where an additional shift each day adding one more volunteer, was required.

Education Activities: 65	Greeting: 585	Events: 14
Hosting: 438	Gardening: 29	Shaw Values Events: 3

Total Number of Shifts built: 1,134

Total Number of Volunteer Hours to build shifts and respond to MVP enquiries/issues: 437.5 hours

Expanded Areas of responsibility: The MVP Chair has always been responsible for building the Event, Hosting and Greeting shifts on the MVP, but this year, responsibilities were expanded to include Gardening and Education Activities, working in collaboration with the Chair of Gardening and the Manager of The Shaw Festival Education department, respectively.

Future Plans / projections:

This year, I took on a full-time position to the end of December 2022, working at The Shaw Festival as the COVID Compliance Coordinator. In this position, I work for Natalie Ackers, Producer and Jeff Cummings, Planning Director. Jeff has spoken to me in regard to our MVP system and we hope to have their Arts Vision system “talk” to our MVP system, so that the 2023 year’s performances can be uploaded to our system without entering each of the 800 shifts. With approximately 800 scheduled for next year, there will be even more opportunities for volunteering at the Shaw Festival.

Election of Officers and Chairs

In accordance with Article XIII of the Shaw Guild By-laws, the Nominating Committee comprised the following Shaw Guild members:

- **Laurie Harley**, Past President and Chair of the Nominating Committee.
- **Alan Walker**, President
- **Mary Mizen**, Vice President
- **Paddy Parr, Kim Mustill** and **John Mather**, Shaw Guild Members in good standing.

Slate of Candidates 2023

Officers:

President	Mary Mizen
Past President	Alan Walker
Vice President	Cheryl Morris
Treasurer	Joe Allevato
Secretary	Deborah Williams

Chairs of Standing Committees:

Volunteer Events Chair	Brenda Weafer
Communications Chair	Ellen Wodchis
Docent Chair	Arlene Carson
Fundraising Chair	Sandy Henderson
Greeting Chair	Caroline Montgomery and Margot Devlin
Hosting Chair	Greg Fedoryn
Membership Chair	Susan MacDonald
MVP Chair	Margot Devlin
Shaw Gardens Chair	Paddy Parr

Convenor Positions:

Garden Tour Convenor	Patricia Scrivener
Marketing Convenor	Jo Ann Ely

Not returning in 2023:

Jane Catcher, Shaw Gardens Chair
 Marg Mather, Greeting Chair
 Laurie Harley, Past President

Biographies of incoming Chairs and Convenors

Sandy Henderson is a resident of St. Catharines, who has set a personal commitment to giving back. As a Certified Executive and Team Performance Coach, Sandy is no stranger to helping individuals and organizations achieve personal and professional success.

Sandy retired from the Ontario Public Service in 2019, where she held several corporate management executive roles in HR, Finance, Strategic and Operational Policy and Program/Business Transformation. For the past three years Sandy has served on the Board of Directors for Pen Financial Credit Union and is Chair of the Governance and HR Committee.

Since joining the Shaw Guild in 2018, she has thoroughly enjoyed being a Docent. As a pro bono consultant, she also has been involved in helping the Executive Committee examine the future of fundraising activities and she conducted an organizational review of the Shaw Guild which resulted in several recommendations for building on the successes to date and exploring possibilities for continued improvement of the Guild's business processes, structures and strategic mandate.

Caroline Montgomery has worked as HR Director in a large children's mental health facility in Toronto (now part of Sick Kids hospital) before moving overseas to be the start-up HR Director and later Consultant for Weill Cornell Medical College's new medical school in Doha, Qatar. She then continued working in Qatar in several HR roles for Sidra Medicine, a start-up academic medical and research center specializing in women and children's health.

After Qatar, Caroline moved back to Scotland and worked with an international medical recruitment firm, recruiting physicians for Canada, before returning to Canada and ending her working life as an Administrator at Runnymede Healthcare Centre in Toronto.

Caroline's current volunteer commitments include Shaw Guild, Niagara-on-the-Lake Community Palliative Care and caring for her granddaughter and two "grand dogs".

Patricia Scrivener is the Founder and President of Scrivener Consulting Ltd., and is a seasoned executive with a unique background encompassing over 35 years of progressive retail business and brokerage experience including franchising, real estate negotiations and property development, operational support, legal and finance roles. Other affiliations and committee work includes, International Council of Shopping Centres, Retail Council of Canada, Toronto CREW and Royal Canadian Yacht Club.

Patricia and her husband were born, raised and educated in Toronto. Having visited Niagara-on-the-Lake often, they purchased real estate in 2014, and were pleased to make their permanent home in October 2021. Becoming a member of the Shaw Guild has allowed Patricia the pleasure of meeting many people, making new friends, and supporting the theatre community. In her spare time, she enjoys sailing, playing tennis, hiking the beautiful Niagara Region, and spending time with their four adult children and six grandchildren.

Ellen Wodchis retired from a long career as a senior leadership position at Niagara Region Public Health in 2018. She has been a long-time Rotarian and has been on the board for many years. She has also volunteered with the United Way.

Since retiring, Ellen has increased involvement volunteer activities including with the Shaw Guild. She became a full-fledged Docent just before COVID hit and has resumed this role last spring.

Ellen looks forward to contributing to the Guild Executive Committee and learning more about the group and its activities as the new Communications Chair (big shoes to follow in).

**SHAW GUILD BY-LAW AMENDMENTS
PROPOSED AT 2022 ANNUAL GENERAL MEETING
NOVEMBER 28, 2022**

By-Law Amendments Background

As outlined in the 2021 Annual Report, an Organizational Review was conducted to confirm the Guild's mandate and determine if its priorities, governance structure and operational elements best support the Shaw/Shaw Guild. The insights from this review will provide the foundation for the Strategic Plan update scheduled for 2023.

The review highlighted a number of opportunities for improvement along with several "big ideas" for change. It focused attention on Guild leadership roles, how they are becoming increasingly multi-faceted, and how volunteers with experience, skills and interest in leadership are needed not just by the Guild but by many worthy organizations. To continue to attract and retain this talent a renewed focus is required on Executive Committee resource planning.

The following changes will support a more effective planning process:

- Identifying leadership candidates as an ongoing process rather than an annual activity.
- Providing mentoring and shadowing opportunities to better prepare candidates for positions and support a seamless transition between roles.
- Reaching out to all Guild volunteers earlier in the leadership recruiting process to ensure everyone who expresses interest is considered (this recommendation was reflected in a By-Law change in 2021).
- Presenting a slate of candidates to the Executive Committee earlier in the process (under the current By-Law this is to happen at the September meeting).
- Electing members of the Executive Committee by a vote of the Executive Committee as soon as recommended candidates are presented by the Nominating Committee (under the current By-Law, election of the slate of candidates does not happen until a vote at the Annual Meeting in November).

By-Law Amendments

1. Article XIII – Nominating Committee
 - Amendments to Article XIII.1, XIII.3, XIII.4
 - Article XIII.2 unchanged
2. Article XIV – Elections
3. Article VII – Executive Committee
 - Amendments to Article VII.5, VII.6
 - Articles VII.1, 2, 3, 4, 7, 8, 9 remain unchanged

Article XIII – Nominating Committee

The proposed amendment will allow the Executive Committee to address open positions more effectively through an ongoing focus on identifying candidates, and an earlier approval process. Under the current By-Law open positions cannot be filled until nominations are voted on at the Annual Meeting held in November. The proposed By-Law change would assign the responsibility for election of candidates to the Executive Committee to happen no later than the September meeting. The approved slate of candidates would be presented at the Annual Meeting.

Proposed By-Law Amendment	Current By-Law
<p>XIII</p> <p>1. The Nominating Committee shall be constituted on or before June first each year with the goal of presenting a slate of Nominees to the Executive Committee no later than its September meeting.</p> <p>2. No change.</p> <p>3. By the September meeting, the Nominating Committee will recommend a slate of candidates to fill vacancies for approval by the Executive Committee. An affirmative vote of the majority of the Executive Committee members present in person or by proxy shall be sufficient for the election of candidates.</p> <p>4. A copy of the approved slate of candidates will be sent to all Members fourteen (14) days after their election by the Executive Committee</p>	<p>XIII</p> <p>The Nominating Committee shall be constituted on or before June first of each year with the goal of presenting a slate of Nominees to the Executive Committee at its September meeting.</p> <p>2. The Nominating Committee shall be chaired by the immediate Past President. The Committee shall consist of the Chairman, the President, the Vice President and three (3) Members of the Guild proposed by the Chair and approved by the Executive Committee.</p> <p>3. A Member of the Guild may recommend a Nominee to the Nominating Committee not later than June 30, provided that the Nominee meets the criteria for the position, has consented in writing and the nomination has been seconded by another Member.</p> <p>4. Not less than fourteen (14) days prior to the Annual Meeting the Nominating Committee shall arrange to send a copy of the slate of nominees to every Member.</p>
<p>Motion: That the Proposed By-Law amendment wording in Article XIII be adopted.</p>	

Article XIV – Elections: The proposed amendment reflects the change to Article XIII that allows for the earlier approval of the slate of candidates by transferring the election from the Annual Meeting to the Executive Committee. A copy of the Executive Committee members elected will be sent to all Guild Members fourteen (14) days after the election.

Proposed By-Law Amendment	Current By-Law
Delete Article XIV.	<p>Article XIV</p> <p>1. The Chair of the Nominating Committee, or, in their absence, the member of the Nominating Committee appointed by the Chair shall preside over that part of the Annual Meeting dealing with the election of the members of the Executive Committee.</p> <p>2. When a vote by ballot is required, the Chair of the Annual Meeting shall appoint two (2) Members, who are attending the meeting and are not candidates for election, to be Scrutineers.</p>
Motion: That the Proposed By-Law be deleted.	

Article VII – The Executive Committee: The proposed changes reflect the amendment to Article XIV that removes the provision for election of Executive Committee members at the Annual Meeting and assigns the responsibility to the Executive Committee.

Proposed By-Law Amendment	Current By-Law
VII	VII
5. If any position in the Executive Committee becomes vacant, the President, with the approval of the Executive Committee, shall appoint an	5. If any position in the Executive Committee becomes vacant, the President, with the approval of the Executive Committee, shall appoint

interim Chair to fill the vacancy. The person so appointed shall serve until the Nominating Committee seeks nominations from Guild members for the vacancy and a recommended candidate is presented to the Executive Committee for approval. If the elected candidate has served in the position for at least six (6) months, it is considered the first year of a two-year term.

6. If a member of the Executive Committee will change/has changed position on the Executive Committee for the second year of the two-year term, this change will be reported to members at the Annual Meeting

any Member to fill the vacancy. The person so appointed shall serve in the office until the next Annual Meeting. In this instance if the appointed member has been in the position for at least six (6) months, the appointment will be considered as the first year of a two-year term. The person so appointed must be elected for the second year at the Annual Meeting.

6. If a member of the Executive Committee will change/has changed position on the Executive Committee for the second year of a two-year term, this change must be voted on at the Annual Meeting.

Motion: That the Proposed By-Law amendment wording in Article VII.5 & 6 be adopted

**THE SHAW GUILD
COMPILED FINANCIAL INFORMATION
YEAR ENDED OCTOBER 31, 2022**

Prepared by AE 11/02/22	Reviewed by JM 11/04/22	Partner	Corrections
2nd review			

COMPIILATION ENGAGEMENT REPORT

To the Members of The Shaw Guild

On the basis of information provided by management, we have compiled the statement of financial position of The Shaw Guild as at October 31, 2022, and the statements of changes in net assets, revenues and expenditures and cash flows for the year then ended, and Note 1, which describes the basis of accounting applied in the preparation of the compiled financial information ("financial information").

Management is responsible for the accompanying financial information, including the accuracy and completeness of the underlying information used to compile it and the selection of the basis of accounting.

We performed this engagement in accordance with Canadian Standard on Related Services (CSRS) 4200, *Compilation Engagements*, which requires us to comply with relevant ethical requirements. Our responsibility is to assist management in the preparation of the financial information.

We did not perform an audit engagement or a review engagement, nor were we required to perform procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an audit opinion or a review conclusion, or provide any form of assurance on the financial information.

Readers are cautioned that the financial information may not be appropriate for their purposes.

St. Catharines, Ontario

**CHARTERED PROFESSIONAL ACCOUNTANTS
PROFESSIONAL CORPORATION**

Authorized to practise public accounting by the
Chartered Professional Accountants of Ontario

THE SHAW GUILD
STATEMENT OF FINANCIAL POSITION
OCTOBER 31, 2022

	2022	2021
ASSETS		
CURRENT		
Cash	\$ 36,343	\$ 22,951
LIABILITIES		
CURRENT		
Accounts payable	\$ -	\$ 5,591
Prepaid membership fees	140	60
	140	5,651
NET ASSETS		
GENERAL FUND	36,203	17,300
	\$ 36,343	\$ 22,951

ON BEHALF OF THE BOARD

 Printed: November 04, 2022 12:32 PM Director _____
 Prep _____ Added _____ Approved _____

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THE SHAW GUILD
STATEMENT OF CHANGES IN NET ASSETS
YEAR ENDED OCTOBER 31, 2022

	2022	2021
NET ASSETS - beginning of year	\$ 17,300	16,301
Excess of revenue over expenditures	<u>18,903</u>	<u>999</u>
NET ASSETS - end of year	<u>\$ 36,203</u>	<u>\$ 17,300</u>

THE SHAW GUILD
STATEMENT OF REVENUES AND EXPENDITURES
YEAR ENDED OCTOBER 31, 2022

	2022	2021
REVENUES		
Fundraising	\$ 70,817	\$ 66,250
Hosting/volunteering	14,524	5,750
Membership	6,740	6,420
Interest	68	170
	92,149	78,590
EXPENSES		
Donations - Shaw Festival	35,000	35,000
Fundraising	21,337	30,738
Membership and administration	13,368	10,354
Hosting/volunteering	3,541	1,499
	73,246	77,591
EXCESS OF REVENUES OVER EXPENSES	\$ 18,903	\$ 999

THE SHAW GUILD
STATEMENT OF CASH FLOWS
YEAR ENDED OCTOBER 31, 2022

	2022	2021
OPERATING ACTIVITIES		
Excess of revenues over expenses	\$ 18,903	\$ 999
Changes in non-cash working capital:		
Accounts payable	(5,591)	5,591
Prepaid expenses	-	485
Prepaid membership fees	80	60
Prepaid garden tour sponsors	-	(9,201)
	(5,511)	(3,065)
INCREASE (DECREASE) IN CASH		
Cash - beginning of year	13,392	(2,066)
CASH - end of year	22,951	25,017
	\$ 36,343	\$ 22,951

THE SHAW GUILD
NOTES TO COMPILED FINANCIAL INFORMATION
YEAR ENDED OCTOBER 31, 2022

1. BASIS OF ACCOUNTING

The basis of accounting applied in the preparation of the statement of financial position of The Shaw Guild as at October 31, 2022, and the statements of changes in net assets, revenues and expenditures and cash flows for the year then ended is on the historical cost basis and reflects cash transactions with the addition of:

- prepaid membership revenues
- accounts payable and accrued liabilities