



ACADEMY FOR LIFELONG LEARNING AT VICTORIA UNIVERSITY

In the University of Toronto, 73 Queen's Park Crescent, Toronto ON M5S 1K7
Tel (416) 585-4575 • Fax (416) 585-4584

ANNUAL GENERAL MEETING

ACADEMY FOR LIFELONG LEARNING AT VICTORIA UNIVERSITY

Wednesday, June 12, 2002, 11:00 a.m.
Alumni Hall, Victoria University
91 Charles Street West

Coffee and tea will be available at 10:30 a.m. and
a light lunch will be served following the meeting.

AGENDA

1. Welcome to the Annual General Meeting
2. Approval of Minutes of the AGM of June 13, 2001
3. Report of the President – Joseph Kessel
4. Committee Reports
 - Communications – Sheilagh Hickie
 - Curriculum – Dugal Campbell
 - Registration – Madeline Grant
 - Special Events – Norma Pidgeon
 - Spring Talks – John Liphardt
5. Financial Report – Doug Booz
6. Appointment of the Auditor for 2002/2003
7. Election of New Board Members – Josie Szczasiuk
8. New Business
9. Adjournment

ACADEMY FOR LIFELONG LEARNING AT VICTORIA UNIVERSITY

Minutes of the Annual General Meeting
June 13, 2001, 11:00 a.m., Alumni Hall, Victoria University

1. Welcome to the Annual General Meeting

President Josie Szczasiuk called the meeting to order and welcomed members and guests to the tenth annual general meeting of the Academy for Lifelong Learning.

2. Approval of Minutes of the last Annual General Meeting, June 14, 2000

Stephen Long moved that the minutes be approved, seconded by Ralph Garber. Motion carried.

3. Report of the President – Josie Szczasiuk

Josie reported that the Academy is doing very well on all fronts – membership continues to grow (having reached the 300 mark) and financially we are in a sound position with a reserve fund of close to \$20,000. The bursary fund totals approximately \$50,000 and \$3500 has been awarded to Victoria students to date. As a farewell gift for Dr. Roseann Runte, who is leaving as President of Victoria University, we made a donation of \$1000 in her name to the E.J. Pratt Library building fund.

Two new initiatives were undertaken this past year – a written history of the Academy to record it's ten years of successful operation, and the establishment of a Long Range Planning Committee to plan for its future.

Josie thanked all the Board members and their committees for their hard work and dedication during the past year.

4. Committee Reports

Communication – Sheilagh Hickie

Sheilagh reported that the committee had put out four issues of the newsletter during the year, and that it has been redesigned and appears in two colours. The committee is also responsible for the flyers for Special events and the Spring Talks brochure. The Academy's page on the U of T Alumni web site has been updated to reflect current information. Sheilagh thanked her Committee members for their help – Olga Dzatko, Ruth Pelly, Isabel Rose and Nancy Russell.

Curriculum – Claudette Foisy-Moon

The committee met six times during the year, receiving reports on attendance and proposals for new workshops. A survey was taken of members' suggestions for new workshops, many of which are among the total of 42 being offered this year. She thanked her committee members for their hard work, with special mention for Dugal Campbell, Assistant Chair, and Marilyn Barrow who carried out the duties of secretary.

Registration – Amelia Torrie

Amelia noted that the committee is responsible for managing the membership database and registering members in the workshops of their choice. It also provides lists, mailing labels, reports and statistics.

For the first time, membership reached the 300 mark. New members numbered 78 and returning members 234, indicating a high level of satisfaction. Growing membership increases the workload and makes it more difficult for members to enroll in the workshops of their choice. To consider these issues a sub-committee was formed and as a result two changes were implemented. We reduced the number of registrations per year from two (Fall and Winter) to one (in the Fall), and reduced the number of workshops in which a member could register from the equivalent of three weekly to two weekly. However, in order to accommodate members who wish to sign up for more, it will be possible to register in workshops where there are still spaces available after registration closes on September 7.

Amelia thanked her hard-working committee members Madeline Grant, Jean Iverson and Margaret Robertson.

Special Events – Norma Pidgeon

The Special Events Committee plans the social activities for Academy members throughout the year.

A reception for New Members was held in September providing them an opportunity to talk with facilitators and Board members. Also in the Fall there was a potluck picnic at the Caledon home of member Nancy O'Connor, and a walk in the country planned by Amelia and Jim Torrie. The Holiday season was celebrated by a luncheon in Alumni Hall.

A special luncheon to honour our volunteers – Board members, committee members and facilitators – was held in February. Also in February was a new event, cross-country skiing and hiking at the country home of the Nancy and Aubrey Russell.

As soon as classes are over in April, the Walking Group starts their adventures into the ravines and parks of the city, continuing until the end of August. This activity was

initiated by Ellen McCormick many years ago and is currently organized by Val Khaner and Rene Laukat.

The highlight of this year's social calendar was the party on May 11th to celebrate our 10th Anniversary. Special honour was paid to the founders of the Academy and to its past presidents, and outgoing Victoria President, Roseann Runte, was presented with a \$1000 gift in her name for the E.J. Pratt Library building fund. The celebration was engineered by Laura Baldwin and enjoyed by one and all.

The year wound up with the Summer Social at the Iverson's farm.

Norma thanked her committee for their ideas and their help – Doris Calvery, Marjorie Ewing, Rennie Fisher and Donna Percy.

Spring Talks – Wendy Warrillow

The Committee consisted of Wendy Warrillow (Chair), Ruth Ellenzweig, Joseph Kessel, John Liphardt and Leslie Spence. Speaker suggestions were solicited from members via the Newsletter and personal contact. Eventually the slate was completed as follows: Patrick Watson (philosophy), Jeannie Parker (ROM), Steven Paikin (TVO), Andrea Hansen (TSO), Nicholas Pashley (literature), and Dr. Anne Bassett (genetics). All talks were well received and well attended, including many guests.

Wendy gave special thanks to Sheilagh Hickie for the brochure, Desiree Ashworth and her team at the "guest fees table", and to Peter Blathwayt for invaluable technical support and video production.

5. Financial Report – Doug Booz

Doug referred members to the financial information presented in the Auditor's report, which showed a closing balance of \$19,878. He noted that although we had budgeted for a shortfall of \$2000, we actually came out ahead to the amount of \$2000. There was a question concerning the Notes since they had not been copied to the members. The Note in question referred to the amortization of the equipment.

The report was approved on a motion by Doug, seconded by Bob Anglin. Motion carried.

6. Appointment of Auditor for 2001/2001

Doug noted that working with Bryan Graham of PricewaterhouseCoopers had been very satisfactory, and made a motion that they be appointed as auditors for next year. The motion was seconded by Amelia, and approved by the membership.

7. Election of New Board Members – Josie Szczasiuk

Josie reported that the following members had been nominated to serve on the Board: Robert Anglin, Lyla Barclay, Sheilagh Hickie, Nancy Hall, Stephen Long, Phyllis Platnick, Leslie Spence and Sandra Walsh. Further nominations had been invited from the membership, but none had been received. Accordingly, Josie declared these members duly elected.

Josie noted that the following members would continue on the Board for another year: Doug Booz, Dugal Campbell, Madeline Grant, Joseph Kessel, John Liphardt and Norma Pidgeon. The following members will be going off the Board: Claudette Foisy-Moon, Nancy Russell, Joseph Szczasiuk, Phyl Tinning, Amelia Torrie and Wendy Warrillow. Josie thanked these members for their hard work and support.

8. New Business

Joseph Kessel thanked outgoing President Josie Szczasiuk for her marvelous leadership during this past year and presented her with a small token of appreciation.

Josie thanked Joseph, agreeing that it was indeed a busy year, albeit a most rewarding one. She commented on the special quality of the board members, and of all of the volunteers. She noted that one out of every five members is a volunteer, and that just as a workshop is only as good as the members in the group, so the Academy will also be only as good as its volunteers. She challenged the other four out of every five to give this some consideration for the future.

There was a brief discussion of the difficulty faced by many of our members by having classes meet on the second floor. Josie assured the members that the Board is constantly aware of this problem, and that it will be an issue of concern for the Long Range Planning Committee.

The suggestion was made that we consider having a one-day registration rather than the present system of registering by mail. It was felt that this method would present more problems and would not be a better system.

Linda Tu reported that a number of members were interested in organizing an ad hoc French conversation group. Interested members should speak to Linda.

Josie reminded members of the summer walks that are held every Tuesday morning throughout the summer. For information about the locations, consult your recent newsletter, or contact Val Khaner (416-429-9664) or Rene Laukat (416-461-7163).

9. Adjournment

The meeting adjourned on a motion by Grace Goldberg, seconded by Lyla Barclay. Motion carried.

NOMINEES FOR ELECTION TO THE THE ACADEMY BOARD – 2002/03

WILLIAM ALEXANDER

William is a lifelong Toronto resident. He has a BA from the University of Toronto and retired from a position as a life insurance company officer. He has been a member of the Academy for about nine years and has taken part in workshops on Philosophy, Law, Oriental Studies, Cosmology, Genetics, Playreading and Jazz. He co-facilitated the Jazz workshop this past year.

ARNE BOWERS

A Professor Emeritus (University of Toronto), Arne has a broad background in teaching, media ecology, adult education and community service. He is interested in contributing to the ongoing aims and objectives of the Academy to provide challenging yet comfortable learning opportunities for adults.

JOAN CAMPBELL

Joan, a retired professor of European History, now works as a freelance editor. A long-time member of the Academy, Joan has served a previous term on the Academy Board, on the Registration Committee, and has served as a facilitator for several years.

GABRIELE DANKERT

Born and educated in Germany, Gabriele taught mathematics at the universities of Waterloo (1968-1978) and Ghana (1978-1984). She changed to demography in 1985, working on Chinese fertility, and taught demography at a graduate school in The Netherlands. Upon retirement in 1995, she returned to Canada.

GEORGE FLINT

A graduate of the University of Toronto in Commerce and Finance, George became a chartered accountant and enjoyed a long career in business. In retirement, he has served as Director and Treasurer of a provincial charity, and is a member of a group that offers advice to small businesses. He has been a Board member and Treasurer of the Academy, as well as a facilitator.

SANDRA GOLD

Sandra is a professional librarian, having recently retired from a career in academic, government, and health science libraries. She has also taught at Seneca College. She enjoys the Academy, participating in a variety of workshops and working with interesting people. Her pleasures include reading, film, music, theatre, cooking, and spending time with children and grandchildren.

BARBARA GORY

Barbara is a CA and FCA with a BCom from the University of Toronto. She has had her own accounting firm and has been elected to three terms on the governing Council of the Institute of Chartered Accountants of Ontario. She is currently co-facilitator of the Playreading workshop.

LEAH LAMBERT

Leah has degrees from the University of Pittsburgh and a PhD in Educational Planning from the University of Toronto. She has held senior positions in policy development as well as directing research and strategic planning in Ontario's Ministry of Correctional Services, Justice Secretariat and Civil Service Commission, and for the Toronto Police Services. She continues as a consultant to public and community organizations.

LINDA TU

Linda is a scientist by training and persuasion. She has taught science courses at university and informally to bright children. She is president of a small computer software development company and occasionally contributes a science column to a non-specialist magazine. She is a Past President of the Academy and has been a member and facilitator for many years.

**The Academy for Lifelong Learning
at Victoria University**

Financial Statements
April 30, 2002

May 3, 2002

Auditors' Report

To the Members of The Academy for Lifelong Learning at Victoria University

We have audited the statement of financial position of **The Academy for Lifelong Learning at Victoria University** as at April 30, 2002 and the statement of operations and changes in unrestricted net assets for the year then ended. These financial statements are the responsibility of the Academy's management. Our responsibility is to express an opinion on these financial statements based on our audit.

Except as explained in the following paragraph, we conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In common with many non-profit organizations, the Academy derives revenue from registration fees and contributions, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our verification of these revenues was limited to the amounts recorded in the records of the Academy, and we were not able to determine whether any adjustments might be necessary to revenue for the year and net assets.

In our opinion, except for the effect of adjustments, if any, which we might have determined to be necessary had we been able to satisfy ourselves concerning the completeness of the revenue referred to in the preceding paragraph, these financial statements present fairly, in all material respects, the financial position of the Academy as at April 30, 2002 and the results of its operations and the changes in its unrestricted net assets for the year then ended in accordance with Canadian generally accepted accounting principles.

PricewaterhouseCoopers LLP

Chartered Accountants

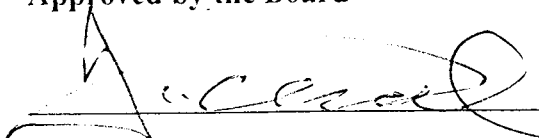
The Academy for Lifelong Learning at Victoria University

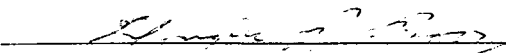
Statement of Financial Position

As at April 30, 2002

	2002 \$	2001 \$
Assets		
Current assets		
Cash in banks	31,507	15,649
Short-term investments	-	11,153
Accounts receivable	-	452
Prepaid expenses	198	184
	<u>31,705</u>	<u>27,438</u>
Property, plant and equipment (note 3)	<u>-</u>	<u>169</u>
	<u>31,705</u>	<u>27,607</u>
Liabilities		
Current liabilities		
Accounts payable and accrued liabilities	3,800	7,729
Unrestricted Net Assets	<u>27,905</u>	<u>19,878</u>
	<u>31,705</u>	<u>27,607</u>

Approved by the Board


Director


Director

The Academy for Lifelong Learning at Victoria University

Statement of Operations and Changes in Unrestricted Net Assets

For the year ended April 30, 2002

	2002 \$	2001 \$
Revenue		
Registration fees	36,775	36,795
Special events	3,620	2,484
Interest income	1,038	1,361
	<hr/> 41,433	<hr/> 40,640
Expenses		
Classroom rentals	12,681	11,626
Contribution to Victoria University	-	1,000
Special events	5,297	7,962
History project	-	2,256
Newsletter and postage	4,173	4,120
Other operating	5,201	5,962
AGM and facilitators' workshop	2,354	2,192
	<hr/> 29,706	<hr/> 35,118
Excess of revenue over expenses for the year, before bursary contribution	11,727	5,522
Bursary contribution	<hr/> (3,700)	<hr/> (3,500)
Excess of revenue over expenses for the year	8,027	2,022
Unrestricted net assets - Beginning of year	<hr/> 19,878	<hr/> 17,856
Unrestricted net assets - End of year	<hr/> 27,905	<hr/> 19,878

The Academy for Lifelong Learning at Victoria University

Notes to Financial Statements

April 30, 2002

1 Organization

The Academy for Lifelong Learning at Victoria University was organized in 1991 by a group of volunteers to provide a program of informal, self-directed study groups for mature adults. It is an autonomous organization located at Victoria University in the University of Toronto, and is administered by volunteers who serve on a member-elected board, on committees and as facilitators.

The Academy was incorporated in the Province of Ontario by letters patent on September 4, 1997 as a corporation without share capital.

The Academy supports a bursary maintained by Victoria University to assist mature students in their studies.

2 Summary of significant accounting policies

Revenue recognition

Registration fees, which are all unrestricted as to their use, are recorded on a cash basis. The accrual basis of accounting is used for reporting all other revenue and expenses.

Donated services

These financial statements do not reflect the substantial value of services contributed by volunteers and other interested parties.

Financial instruments

Financial instruments recognized in the balance sheet consist of cash in banks, short-term investments, accounts receivable, prepaid expenses, accounts payable and accrued liabilities. The fair value of these instruments approximates their carrying amount due to their short-term maturity.

Short-term investments

Short-term investments are recorded at cost plus accrued interest. All investments mature within one year and yield a fixed rate of return.

Property, plant and equipment

Additions of less than \$500 are expensed as purchased. Additions greater than or equal to \$500 are capitalized and amortized on a straight-line basis over their useful lives.

The Academy for Lifelong Learning at Victoria University

Notes to Financial Statements

April 30, 2002

3 Property, plant and equipment

			2002	2001
	Cost \$	Accumulated amortization \$	Net \$	Net \$
Equipment	506	506	-	169

Amortization of \$169 (2001 - \$167) was charged during 2002.

4 Income taxes

The Academy is a non-profit organization and is exempt from income taxes pursuant to paragraph 149(1)(l) of the Income Tax Act (Canada).

5 Statement of cash flows

A statement of cash flows has not been prepared as the information that would be provided therein is evident from these financial statements.