





The school is shown as it appeared from 1952 until it closed in 1972 with five classrooms.



This photo shows Hutton House in 2012

Hutton House

654 Wonderland Rd N London ON N6H 3E5 Tel: 519-472-6381 Fax: 519-472-1051

Hutton House Learning Centre

Cherryhill Village Mall 301 Oxford St W London ON N6H 1S6 Tel: 519-472-1541 Fax: 519-472-3411

Day Break

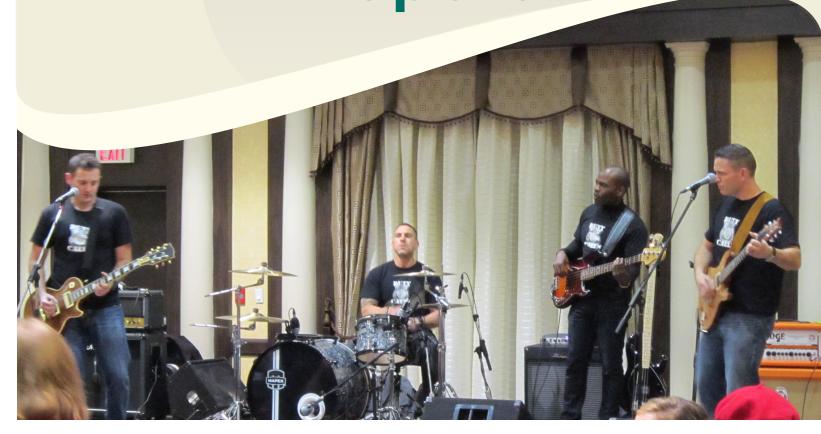
140 Ann St London ON N6A 1R3 Tel: 519-433-1441 Fax: 519-433-1160

www.huttonhouse.com



Supporting youth & adults with disabilities

2014-2015 Annual Report

















MISSION

Hutton House promotes and supports persons with disabilities through learning and life enhancing programs that focus on each individual's strengths, abilities and interests.

VISION

Persons with disabilities have equal access to participate in all aspects of community life.

PHILOSOPHY

The Hutton House philosophy is one of support, inclusion and a view toward participants and their families that:

- Fosters a climate of understanding and respect for the privacy, dignity and worth of each person.
- Respects and encourages personal choice and self-direction.
- Strives to support individuals by building on their strengths, abilities and interests.
- Promotes independence and involvement in the community.

VALUES

- We value inclusion and full participation in community life and will support and encourage individuals as they grow in their lives.
- We value the opportunity to collaborate and cooperate with other organizations to make the best use of community resources.
- We value excellence through competent staff and volunteers committed to high quality services and through accountability to the public and those we serve.
- We value innovation through the creative application of our resources in responding to current and emerging needs.

PRINCIPLES

- We will practice clear, open and honest communication.
- We will promote an environment where people feel safe, in control, comfortable and important.
- We will consider the needs of others and work together to achieve goals that cannot be reached alone.
- We will encourage participants to be actively engaged in directing their future.
- We will facilitate outcomes based learning as a means to achieve our Mission.

CUSTOMER SERVICE COMMITMENT

Our most important customer is YOU.

In a safe, supportive and respectful environment We will work together

With open and honest communication

To enable you to discover and achieve your goals.

EMPLOYMENT SERVICES

The Employment Support Program (ESP) is funded by Employment Ontario and serves participants between the ages of 30 - 65 years of age. They typically have past work experience, may benefit from unpaid work placement and require minimal job coaching supports. Current Budget: \$486,408

Youth En Route (YER) is funded by Employment Ontario and provides employment services to participants between 15 - 29 years of age. They live or want to work in London or Middlesex County, and have limited to no work experience. They may benefit from an unpaid work placement and require moderate to extensive on-site job coaching supports. Current Budget: \$512,220

JOBworks (JW) is funded by the Ministry of Community and Social Services and provides employment service to ODSP recipients over the age of 16, who are eligible for funding under ODSP Employment Supports. They may have little work history and require extensive job coaching, job carving and may currently be employed for less than 20 hours per week. This program has exceeded the ministry's target of 9 jobs. Current Budget: \$97,250

LITERACYworks (LW) is a partnership developed with the Thames Valley District School Board. It is a 6 week program designed to help participants understand and build Essential Skills and Literacy Skills through employment specific training sessions utilizing iPads. A certificate is given upon completion.

Goals Preparation & Skills (GPS) is funded by Service Canada and currently serving 49 participants. It is a paid opportunity for youth who are out of high school without completing their GED, not in receipt of Employment Insurance, motivated to learn new job skills, have limited to no work experience, need assistance to resolve employment barriers and require moderate to extensive on-site job coaching supports. Current Budget: \$373,659

Opportunity Works (OW) is funded by the City of London. It is a fee for service program that provides employment supports to Ontario Works recipients who typically have past work experience, may benefit from unpaid work placement and require minimal on-site job coaching supports.

The WSIB Program is funded by the Workplace Safety and Insurance Board. This is a fee for service program that provides specialized employment supports to WSIB recipients who have sustained an injury on the job. This program may benefit from an unpaid work placement and require moderate to extensive on-site job coaching supports.

The Essential Skills Food Program is funded by the Ministry of Economic Development, Trade and Employment to give youth an opportunity to enter the workforce specific to the food industry. This 10 week, pre-employment training program, focuses on the essential skills required to be successful in the work place. The goal is to secure employment for 25 youth. We have developed a partnership with Aroma Restaruant for 12.5 to 30 hours per week. This is the only approved program across Canada for people with disabilities. Budget: \$162,000



MINUTES OF THE ANNUAL MEETING OF HUTTON HOUSE

June 18th, 2014

1. Call to Order

The meeting was called to order at 4:00 p.m. by President Paul Coulter who welcomed about 40 attendees on behalf of the Board of Directors. The meeting was held at the Wonderland Road location.

2. Motion: Approval of the Minutes of the Annual Meeting of June 19th, 2013.

First: Paul Coulter Second Sue Barnes Motion: Carried

3. Motion: Approval of the Audited Financial Statements for the year ending March 31, 2014.

First: Susan Mrnik Second: Jean Knight Motion: Carried

Motion: Appointment of Ford Keast LLP as anditor for the year ending March 31, 2015.

First: Susan Mrnik Second: Patrick Ley Motion: Carried

5. Ratification of Acts of the Board.

Motion: Be it resolved that all by-laws, resolutions, contracts, acts, proceedings, and payments of the Board of Directors and of the officers of the Association enacted, made done or taken since the last Annual General Meeting of

members of the Association be and the same are hereby approved, ratified, sanctioned and confirmed.

First: Carmen Sprovieri
Second: Susan Mrnik
Motion: Carried

6. Motion: Electronic Vote to Amend By Law #7:

Motion: To ratify the electronic vote, on June 6th, 2014, by members of the Board of Directors, as attached, to amend By Law # 7.

First: Sue Barnes Second: Gord Nudds Motion: Carried

7. Motion: Appointment of Members of the Board of Directors and that the recommendations within the Nominating Report, as presented, be adopted.

First: Susan Mrnik Second: Sandra Hobson

Motion: Carried

8. Volunteer Recognition Awards

9. Staff Recognition Awards

10. Motion: Adjournment at 4:30

First: Susan Mrnik Motion: Carried



THE HUTTON HOUSE GIFT SHOP

The pottery store is located just inside the front entrance of the Head Office on Wonderland Rd. at Oxford St. (behind Wendy's)

Our handmade stoneware is available in four colors, Riverbank, Caribbean Blue, Espresso and Willow. For fabulous gifts for weddings, birthdays, and anniversaries, come visit the store.

Store Hours: Monday to Friday 8:30 a.m. to 4:30 p.m.

MESSAGE FROM THE PRESIDENT



The 2014-2015 year has been a very exciting and busy year for our organization and I am very proud to have been its president.

This year we see the departure of three of our valued board members. Sue Barnes (board member and past president) and Susan Mrink (board member and current treasurer) have served as a board members for 14 and 16 years respectively. Both are easing into retirement and starting other chapters in their lives. Carmen Sprovieri (board member and current vice president) has served as a board member for 12 years. Under the Board of Directors rules, we have maximum terms of services before a director is required to leave the board. The good news is Carmen can request to become a board member again after one year of absence from the

board. We hope to see her back! We are grateful for Sue, Susan and Carmen's time and dedication to the organization. They will truly be missed by all.

Hutton House continues to make tremendous strides in achieving the goals as set out in our strategic plan. In 2015, we will look to revisit and update our strategic plan. We will be canvassing staff, volunteers, parents, clients, funders and the community for feedback to help guide us in updating our plan. As we did a number of years ago, the staff and the board will meet to review all the information gathered during the fall of 2015 and to review our mission and vision statements. We will continue reviewing our plan, ensuring we are on track and refocusing our plan where needed. We need to remain flexible as the demands for our programs and sources of our funding are constantly changing.

It has been a pleasure and a privilege to serve as your President over the past year. Most importantly, I want to take this opportunity to congratulate our staff whose knowledge, experience and dedication kept the Board and Hutton House on the right path. I also want to thank our members and our volunteers, without whose support we could not continue to strive for a better organization.

I have enjoyed my Presidency, thanks to so many people. Let's keep up the momentum in the coming year, with the continuing execution of our strategic plan in order to take Hutton House to the next level.

Respectfully yours,



Paul Coulter



LIFEworks 3

Lifeworks 3 began April 1 2014. There are currently 10 individuals coming each Monday, Wednesday and Friday for a full day of activity and fun! Individuals are encouraged to develop and grow every day in a safe, nurturing and educationally sound environment. Each day is made up of fun and useful routines, activities and long term projects that push participants to achieve goals in a variety of areas like: social skill development, literacy and numeracy, practical technology use, physical fitness, critical and creative problem solving, self-awareness and maintenance of mental and physical health issues. Our hope is that each person will have a sense of accomplishment, be more confident and have a sense that they have taken another step toward being more independent.



MESSAGE FROM THE EXECUTIVE DIRECTOR

Every year as an organization, we reflect on what we have accomplished, our community presence and where we may want to go in the future. Always, our success is measured by the value of our services to those individuals we support. We know that sustainability is based on excellent, holistic customer service. It's a journey where the participant has the experiences they expect with proactive support that is relevant, seamless, timely and with their preferred level of interaction.

How we create an environment conducive to the participant has a lot to do with our culture and our values. Culture is a powerful word that includes Mission, Vision, Values and Beliefs that determine how people behave. It has a strong influence on Hutton House as to how we relate to each other (participants, staff and volunteers), our work and our relationship to other organizations and the broader community. It is the means by which we create a work environment that attracts and retains highly skilled staff; where staff feel empowered to make a difference everyday in the lives of the people we serve; where there is a sense of enjoyment, purpose and reward; and where staff feel connected to a greater cause. A positive culture enables everyone associated with Hutton House to be creative, solution focused, flexible, open to new ideas and respectful of the uniqueness of each participant in their goals and aspirations. Collectively believing in what we do, and how we do it, generates the type of customer service experiences that result in higher satisfaction, greater trust and positive outcomes for staff, participants and volunteers.

I am honoured to work with so many talented staff, volunteers and Board members who share common beliefs and values on our journey to provide the best possible opportunities for the people we support in an environment that respects their self determination and their individual definition of success.

I salute you!

Mauly Marilyn Neufeld Executive Director

FOND FAREWELLS

Sue Barnes

Sue will soon be retiring from her position as a Senior Development Officer for the St. Joseph Health Care Foundation. Sue served on our Board of Directors for 3 years as a Director, 4 years as President and 8 years as Past President. She will continue to serve as a Director on the Hutton House Foundation Board. Sue's commitment to the participants of Hutton House speaks for itself! Her knowledge of the broader community, communications and fund development has been of significant value as to how we function as a board. Thank You Sue.



Susan Mrnik

Susan is a Senior Manager at KPMG LLP. She served 16 years on our Board of Directors, 6 years from 1989 to 1995 and returned for 10 years from 2005 to present. In her capacity as Treasurer, we have benefited in so many ways from her expertise, especially in our transition to a new Financial Officer. She has always balanced good financial stewardship with the best interests of our participants. We'll miss her cheerful optimism! Susan is retiring and we wish her all the best. Thank you Susan.



Carmen Sprovieri

Carmen retired some time ago from her position as the Director of Community Relations for the London Public Library. She served 12 years on our Board, 5 years as a Director, then 7 years as Vice-President. Carmen has been a wonderful ambassador for Mutton Mouse, attending many of our award celebrations for Adult Education and Access Voluntarism, always with a heartfelt message for participants. Carmen has served on several committees and has always been willing to take on new tasks. Thank you Carmen.



HUTTON HOUSE STAFF

Leadership Team

Marilyn Neufeld - Executive Director Jeanette Dutot - Manager of Community Services Judy Morris - Program and Facilities Manager Karen Steinmann - Manager of Employment & Training

Administration

Indira Michel - Finance Officer Kathy Labelle - Administrative Assistant Lori Bardy - Technical Systems Administrator Mary Munro - Accountant Sarah McRae - Intake Specialist

Sherri Clifford - Human Resources Generalist

Custodians

German Navarrete - Main Building Krista Cartier - Main Building, Day Break Tara Stevenson - Main Building, Learning Centre

Fund Development

Jim Belton - Events Coordinator Susan Ratz - Consultant

Access Voluntarism

Community Support Workers: Liz Nicholas Lori Francis Paul Martin Jennifer Bate Samantha Blythe

Volunteer Services

Roberta Derikx - Volunteer Coordinator

Adult Education

Heather Jeffery - Coordinator Matthew Routliffe - Adult Education Assistant

ARTworks / LIFEworks 2 & 3

ARTworks/LIFEworks Facilitators: **Bob Wallace** Dick Foster **Eunice Bretherton** Kelsey McRae Luke Davies Margaret Thornicroft

Dav Break

Amy Schembri - Coordinator Community Support Workers High Needs Adriana Reyes Velasco Carmen Quinlan Carolyn Miller Liz Nicholas

Jennifer Blane Jennifer Elrick Jennifer Merrylees Nevzeta Velagic

Employment Services

Employment Services Coordinators: Kim Neable - ESP Shakil Popatiya - GPS

Employment Support Program: Adriana Reina Nino - Computer Facilitator

Employment Specialists: Gordon Fansher Guillermo Anava Katrina White



Essential Food Skills:

Troy Townsend Amanie Fakih

Project Staff:

Janice Richmond Lindsey Runhart Marilyn Matheson Matthew Shellev Michael Smith Sonya Zakharia

JOBworks:

Job Developers: Joe Gansevles

Opportunity Works:

John McCracken

Facilitators: **Emily Off** Justin Paisley

Natalie Coles - Facilitator/Job Developer

Youth En Route:

Employment Specialists Avme Craig Crystal Hawkins Jennifer Merrylees Justin Paisley Lindsey Runhart Matthew Routliffe



Kristy Hoornick - Fitness & Wellness Facilitator

Life Coaching & Wellness

Lisa Havens - Social Worker

Passport

Samantha Blythe

Pottery Studio

Pottery Technicians: Dick Foster **Eunice Bretherton** Pottery Room Assistant: Miriam Andrews











Congratulations!

Hutton House Thanks All of Its Dedicated Employees Hutton House Thanks for their years of service! and Volunteers for

Volunteers



10 Years of Service

Susan Mrnik **Board of Directors** Treasurer/Secretary



25 Years of Service Judy Morris

German Navarrete

Employees

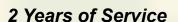


5 Years of Service

George Dixon - Adult Education

3 Years of Service

Emma Dollimore – Artworks Program Ruth Ann Mills - Adult Education Kaywyn Allison – Artworks Program Andrew Mills - Reception Laurie Lalonde – Adult Education Ayeesha Shah – Adult Education Brian Ysebaert - Reception



ARichie Anand – Adult Education Joseph Eggett - Artworks Program Mohammed Jahad – Adult Education Ahmad Mousa – Adult Education Jihyun (Liz) Han – Adult Education/Artworks Program Taylor Evans – Artworks Program Julia Hamiton-Hicks – Adult Education Dennis Bordin- Adult Education Duncan Hunter – Adult Education



15 Years of Service Dick Foster

5 Years of Service

Jennifer Elrick Gord Fansher John McCracken







3 Years of Service

Crystal Hawkins Indira Michel Liz Nicholas







TREASURER'S REPORT



I am pleased to report on the financial position of Hutton House Association for Adults with Disabilities for the year ending March 31, 2015.

We received approximately \$3 million in various funding allocated for operating expenses during the year, primarily from the Ministry of Community & Social Services, the South West Local Health Integration Network, Human Resources and Skills Development Canada,

Ministry of Training, Colleges and Universities, and the Ministry of Economic Development Employment Infrastructure. All funds were used to support individuals through our three locations: Hutton House, the Hutton House Learning Centre and Day Break. Other revenue includes the City of London, London Community Foundation, Westminster College Foundation, fees for service, and Hutton House Foundation.

Audited financial statements were prepared by Ford Keast LLP, Chartered Accountants providing an independent opinion on the financial position and operating results of Hutton House for the year ended March 31, 2015.

The statement of operations indicates a current year deficit of approximately \$46,000 (2014 - \$13,000). The deficit was created by unfunded expenses (as approved by the Board of Directors), as well as an excess of expenditures over revenue in various funded programs.

The balance sheet shows total assets of approximately \$1,938,000 (2014-\$1,981,000), liabilities of approximately \$884,000 (2014 - \$880,000), and a resulting net asset position of approximately \$1,054,000 (2014 - \$1,100,000). The audited financial statements of Hutton House are used in reporting to government agencies and are available to the public upon request.

For fiscal 2016 we anticipate that our funding will remain comparable to fiscal

We move forward with confidence in our commitment to build on our capacity to identify and respond to the needs of existing and potential participants. Thank you to all of our funders, sponsors and volunteers for your continued support.

Susan Mrnik, Treasurer

REVENUE:



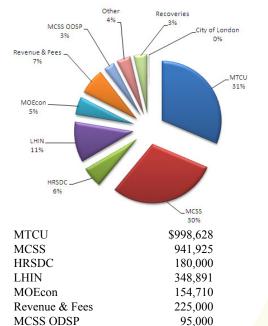
Audited Financial Statements are available upon request.

Hutton House Operating Results

Year Ended March 31, 2015

Government funding	\$ 2,642,059
Fee for service	190,93
Amortization of deferred contributions	102,670
Operations	51,280
Interest	9,566
Miscellaneous	24,719
Donations & grants	1,16
	\$ 3,022,402
EXPENSES:	
Salaries & benefits	\$ 2,328,76
Occupancy	307,48
Operating	249,75
Amortization	110,044
Purchased services	93,230
Administration	22,392
	\$ <u>3,111,67</u>
Deficiency of revenue over expenses	\$ (89,269
Revenue from Hutton House Foundation	43,000
Deficiency of Revenue over Expenses	\$ (46,269

2016 Anticipated Funding & Revenues



121,979

114,205

\$ 3,182,143

1,805

Other

Recoveries

City of London

Thank You to Our Major Funders





Adult Education



Day Break Ontario

try of Economic Development, Employment and Infrastructure **Essential Skills Food Program**





Access Voluntarism, Adult Education, ARTworks, JOBworks, LIFEworks, Pottery



Youth En Route, Employment Support Program Literacy Basics Skills through the Thames Valley District School Board

MESSAGE FROM THE FOUNDATION



To our Friends, Families and Supporters:

It is only through the continued support of our very generous friends, families and community at large that the Hutton House Foundation is able to meet its mandate to provide assistance to Hutton House and its many excellent programs. Whether it is Day Break, Adult Education, Life Coaching, Life Works, Voluntarism, Fitness or others, there continues to be gaps in funding vs program needs and we are so pleased to provide the vehicle to be able to assist. Hutton House continues to serve over 700 youth and adults every year and offers programs tailored to individuals, their strengths and desires. This would not be possible without your continued support.

On behalf of the Hutton House Foundation Board, Thank you. Thank you for your time, your donations, your continued support. We would not succeed without you!

Sincerely,

Da Shito

Dina Silvestro President



Foundation Board 2014 - 2015

Dina Silvestro, President Sue Barnes, Vice President Ian Shewan, Past President Ron Mikula, Secretary/Treasurer David Morrison, Director





The 180th Annual West Haven Charity Golf Classic was held on Wednesday, 16 July 2014. This is the single largest fundraiser for Hutton House raising \$32,900 in support of the 10 different programs offered at our 3 locations.

We are grateful for the wonderful support we received from our golfers, volunteers and many sponsors, especially our major sponsor, West Haven Golf & Country Club.

This is a fun event with a unique format! Golfers competing in 2 person teams play 6 Holes Best Ball, 6 Holes Scramble and 6 Holes Alternate Shot. Our entry fee includes lunch, golf and golf cart (shared), a spectacular gourmet dinner, prizes and lots of fun. Last year our Live Auction included such items as a Hutton House Fitness Centre T-shirt, a London Knights Package, a Toronto Maple Leafs Package, and 2 Gourmet Dinner parties with the food prepared in the winner's home by the West Haven Chef.

This year the 19th Annual Classic is being held on Wednesday, July 15th.

VOLUNTEERS BUILD COMMUNITIES

Volunteers are so very important to Hutton House. We thank the volunteers below for their gift of time, caring and sharing.

Fanshawe College

Autism & Behaviourla Science Program Kendra Chinn Kimberly Hinds Kristen Dunn Megan Masters Morgan Medd Stephanie Rodobolski

Communications Program Brent Alden

DSW:

Amanda White Bony Nandwana Erin Hutchison Jean Cleave Megan Cartwright Michelle Dancy Samantha Mercer D'Onofrio Samantha Smith

HSFP. Brassa Brasser

SSW: Jordan Spivey

Fitness & Health Promotion Arielle Schieven Curtis Taylor Jova Sohani Michael Donkers

Kings College- Social Work

Meghan Mann

Summer Students

Brittany Thibadea Kristen Linker Megan Pinnell

University Of Waterloo

Amv Bell Gillian Szeto Katie Dupuis Nicole Kelday Samantha clark

Fleming College

Shea Laing

Lambton College Tristan Lupson

Western University Brescia College: May Almazloum

Access Voluntarism

Brian Mitchell

Adult Education

Ahmad Mousa Alexis Juliao Alice Yuan Aveesha Shah Candida Carr-Harris Craig Rodrigues Dan Lim Danielle Luskind David Freedman Dawn Forsyth Dennis Bordin Diane Morrow Donna Allenson Duncan Hunter

Esther Dixon Fave Simmons George Dixon Jeff Williams Jihyun(Liz) Han Jina Kum

Johan Dhillon Julia Hamiton-Hicks Katelyn Aitkenhead Kathleen Lynch Laurie Lalonde Lorraine Bates

Mary Serna Micheline MacDougall Mohammed Jahac Natalie Morton Richie Anand Rose Deveau Ruth Ann Mills Sarah Gibb

Stephen Walmsle

Yi Yang

ARTworks/LIFEworks Ashly Wall

Daniel Watson Emma Dollimore Hiba Loubani Irene Ishihara-DeJong Jane Vandenbrink Joseph Eggett Kaywyn Allison Lilly Cereghini Patricia Henry Penny Reath Rachel Inch Sonia Kong

Virsika Yogeswaran

Taylor Evans

Terry Alves

Valerie Nyhout

Board of Directors Paul Coulter - President Sue Barnes - Past President Carmen Sprovieri - Vice President Susan Mrnik - Treasurer/Secretary Claudia Bayona Eric Riley Gordon Nudds Jean Knight Nancy Van Spronsen Neil Harris Peter Holland Philippe Morin

Day Break

Bryan Marrier Jane Morley Laura Glanville Mackenzie Heath

Jeff Cwik

Fitness & Nutrition

Aaron Wilson Aida Parvizi Alicia D'Ariano Aref Sleiman Ashten Snyder Javier Aleiandro Diaz Urdaneta Murray Chute Samantha Chapeskie

Foundation Board

Dian Silvestro, President Sue Barnes, Vice-President Ron Mikula, Secretary/Treasurer David Morrison, Director

Learning Centre

Ken McKaig

Reception

Andrew Mills Brian Ysebaer Dana Innaner David Babin Jane Heron Janet Cooper Rhonda Robertson Rosemary Mills Sharon Smith Simone Brenna

Hutton House Volunteer Hours

Having joined Hutton House as Volunteer Coordinator last Fall, it has been my great pleasure to get to know, and work with many of our volunteers. On behalf of all the participants and staff of Hutton House, I'd like to thank all of our hardworking volunteers for the vital contributions you've made over the past year in support of our programs.

At our "Celebration of Learning" ceremony, our Executive Director, Marilyn, noted that our Adult Education has been operating successfully since the '70's - a program that could not run without volunteers. A true testament to the significant impact our volunteers make in our community!

The fact that we now serve approximately 780 people each year is in large part due to the strength of our volunteer support. In the 2014-2015 year, over 5,000 hours of volunteer service has been provided to our programs collectively. This is indeed significant since this time is given by 100-125 dedicated volunteers annually. Student interns provide an additional 9,940 hours.

With ten programs at three locations, we have a wealth of opportunities for volunteers to share their time and talents - for students, working or retired adults, and seniors alike! We are expanding on the programs and services we provide and anticipate developing even more volunteer opportunities. Our Seniors programs have already created a new role for volunteers as iPad tutors for seniors and isolated adults with disabilities.

We are also building on our engagement with University, College and Secondary Schools to expand on the student placement opportunities at Hutton House for different fields of study such as arts, nutrition, technology and research. One of our volunteers said to me recently, "this is such a great organization I want to expose as my people as possible to it!" Our volunteers are the greatest ambassadors we could have – so, we encourage you to do just that, and let others know of the amazing experience, and contribution they too can make at Hutton House!

Roberta Derikx, Volunteer Coordinator

