Annual General Meeting Report

September 9, 2025

APRIL 2024-MARCH 2025

MISSION STATEMENT

The Upper Room Hospitality Ministry Inc. has as its mission

to:

Provide some of the food requirements of needy people of Prince Edward Island

Approved by: The Upper Room Hospitality Ministry Inc. Board

September 12, 1989

Office Mailing Address

15 Plywood Place., Charlottetown, PEI, C1A 5H2

Upper Room Soup Kitchen	Upper Room Food Bank
101 Richmond St	15 Plywood Place
(902) 892-1995	(902) 892-7092

The Upper Room Hospitality Ministry Inc./PEI Food Banks

Annual General Meeting 2024/2025

Held on Sept 9, 2025 at

The Upper Room Food Bank

15 Plywood Place, Charlottetown

Year Ended March 31, 2025

Agenda

1. Land Acknowledgement
2. Call Meeting to Order (5:30 pm)
3. Adoption of Agenda
4. Approval of 2023/2024 Annual Meeting Minutes
5. Reports:
    - A. Chairperson
    - B. Executive Director
    - C. Finance Committee:
        - Finance Committee Report
        - Approved Budget for 2025/2026
        - Appointment of Auditors for 2025/2026
    - D. Strategic Plan Committee
    - E. Food Drives Committee
    - F. Property Committee
    - G. Human Resources Committee
    - H. Outreach Committee
    - I. Nomination Committee
6. Other/New Business
7. Adjournment

LAND ACKNOWLEDGEMENT

In the spirit of Reconciliation, we acknowledge that the land upon which we gather is unceded Mi'kmaq territory. Epekwitk (Prince Edward Island), Mi'kma'ki, is covered by the historic Treaties of Peace and Friendship. We have an opportunity now to reflect on the impacts of colonization on Indigenous peoples, traditional ways of life and communal and individual food systems. We pay our respects to Indigenous peoples and communities who have occupied this Island for over 12,000 years and commit to continue building meaningful relationships with Indigenous communities and leaders to further the work of true reconciliation.

The Upper Room Hospitality Ministry Inc.

Annual Meeting Minutes

June 18, 2024

Call to Order

Ken Campbell called to order the annual meeting of The Upper Room Hospitality Ministry Inc. at 5:30 pm on June 18, 2024, at the Food Bank.

Attendance

The following members of the Upper Room were in attendance: Ken Campbell, Jennifer Fernandes, Richard Collier, David Swan, David Harper, Mike Sirois, Elaine Fraser, Jamie Larkin, Bob Steen, Sean Bradley, Mike MacDonald, Brenda Moore, Lorraine Goley, Nicole Mountain, and Carol Fitzpatrick. Dandan Wang sent her regrets.

Land Acknowledgement

Mike Sirois acknowledged that the Upper Room is located in the ancestral and unceded territory of the Mi'kmaq People, and we acknowledge them as the past, present and the future caretakers of this land.

Agenda

David Harper moved we accept the agenda. Elaine Fraser seconded the motion. **Motion carried.**

Minutes from the last annual meeting June 22, 2023

Jennifer Fernandes moved that the minutes, from the June 22, 2023, annual meeting be accepted. Richard Collier seconded the motion. **Motion carried.**

Chair

Ken Campbell reported that the past year was a challenge as cost increases forced the number of households using our services to rise dramatically. We will soon be moving to our new location, this represents growth, change and new opportunities. Ken thanked all who were involved with helping our organization thrive and grow stronger.

Ken talked about the loss of our Treasurer and friend this past year, Paul Evoy. Paul served as our Treasurer with integrity and an unwavering commitment to our organization's mission.

Executive Director

Mike MacDonald spoke about the many challenges we faced and significant achievements we had faced in the past year. The number of people using our services has increased 100% since 2019. The continued community support allows us to provide groceries and hot meals to our clients at no cost.

Our Board has nine members who contribute to our organization's goals, financial planning and overall, well-being of the Upper Room. We have 14 staff and over 200 volunteers, who contribute 9500 hours of volunteer time. We are grateful for all of the continued support we receive.

We continue to be busiest between November and February due to Christmas Hampers, CBC "Feed a Family" and increased donations. We purchased turkeys not just for ourselves but for members of our association and other community organizations.

We received our accreditation from Food Banks Canada through the National Standards of Excellence Program. This was a significant achievement, and we look forward to helping other Island Food Banks achieve this goal. This April we had our first PEI Food Bank Session.

Finance Committee

Brenda Moore gave the Angels report prepared by Nancy Barrett. It has been 35 years since Nancy had the idea to ask individuals for 52 dollars. This idea resulted in raising nearly 2.7 million dollars in those years. Nancy has over two thousand angels each year with 95% giving again. Nancy sends out a newsletter to all angels late in August and within a week the donations are literally pouring in.

We don't have Financial Statements tonight as the Auditor hasn't finished reviewing them. We should have them soon, and we will send them out to everyone here this evening. The Finance Committee this year consisted of Paul Evoy, Brenda Moore, and Dandan Wang.

URHM received more donations than budgeted for as with inflation and costs rising, we expected donations would decrease. Thankfully while some donors stopped giving or decreased the size of their donation others gave more and new donors donated.

We gave each school a grant last year to help meet students' food insecurity issues. Our main online donation site continues to grow in popularity receiving over $400,000 in donations.

The budget for 2024-25 was approved at the last Board meeting and predicts a deficit of $84,000.

Motion

Brenda Moore moved that Bradley Handrahan be appointed auditors for the fiscal year ending March 31, 2025. David Harper seconded the motion. **Motion carried**.

Strategic Plan

David Harper reported that the Strategic Plan Committee, consisting of David Harper, Richard Collier, Ken Campbell, and Mike MacDonald, met four times during the year. Some of the items on our plan were delivered this year. URHM met with other Food Banks to discuss food insecurity and other issues; separately and together. The Committee monitored and made suggestions on the coming location move. We also developed standards which were sent to Food Banks Canada for approval.

Food Drives

Jamie Larkin reported that in order to help clients with their food needs we rely on donations from others and food drives are the major source of food donations. The three main food drives: Charlottetown Y Service Club (38 years), Stratford Area (33 years) and Stuff-a-Bus (19) years. The longevity of these food drives is a testament to the commitment of the organizers.

Besides these major food drives there are numerous small ones that show the constant support of Islanders and the committee (Jamie Larkin, Elaine Fraser) and the rest of the Board appreciate each and every donation.

Property

David Harper on behalf of the Committee (David Harper, David Swan) that the Food Bank's move is being planned and the hope is that no closure will be required. At the Soup Kitchen a walk-in freezer and cooler were installed. A refrigerated pick-up truck was purchased. Our pick-up truck was traded in on a 2023 truck. We are going to receive an electric van from CAA Atlantic, along with insurance, a charger and maintenance for a year.

Human Resources

Richard Collier reported that the committee (Richard Collier, Jennifer Fernandes) is committed to providing a safe, welcoming working environment for staff. URHM now provides extended health, dental, and life insurance to permanent full-time employees. This year they, also, started an employee recognition program. HR policies were reviewed to ensure they meet all guidelines.

Outreach

Mike Sirois reported for the Committee (Mike Sirois, Ken Campbell, Dandan Wang, Mike MacDonald). The Committee continued to support outside organizations: six other Food Banks, shelters and outreach, ones in Cornwall, and the schools.

Nominations

Motion

Richard Collier moved that Bob Steen and Sean Bradley be elected for three-year terms as Board Members on the Board. David Harper seconded the motion. **Motion carried.**

Richard Collier moved that Ken Campbell be reelected for a three-year term. Jamie Larkin seconded the nomination. **Motion Carried**.

Next regular meeting will be on Tuesday, September 10, 2024.

Adjournment

David Swan moved the meeting be adjourned at 6:09 pm. Jamie Larkin seconded the motion. **Motion Carried**.

X ______________________________ X ______________________________

Chair Secretary

The Upper Room Hospitality Ministry Inc.

Chairperson Annual Report 2024-25

This past year reminded us of what resilience looks like. The Upper Room Hospitality Ministry/PEI Food Banks faced change, growth, and challenge—and rose to meet each one with heart and purpose.

The move to our new Food Bank space was more than a shift in location—it was a leap forward in capacity and care. We served more Islanders than ever before, and while the numbers tell one story, the real impact is felt in every meal shared and every hand extended.

In a time when food insecurity continues to rise across Canada, our work here in PEI is part of a larger movement—one rooted in dignity, compassion, and community. We are proud to be part of that mission.

I'm deeply proud of our team. Staff, volunteers, donors, and partners—you are the reason we continue to lead with compassion. Your time, energy, and generosity fuel everything we do.

We also honour two incredible women whose impact will always be part of our story. Carol Fitzpatrick retired this year after years of dedicated leadership as our Food Bank Manager. Linda MacLaughlan, a long-time volunteer, passed away unexpectedly—her kindness and spirit touched everyone she met. Their legacy lives on in the compassion we bring to our work every day.

Looking ahead, we remain committed to strengthening partnerships, expanding access, and ensuring no Islander is left behind. Our vision is clear: to continue building a province where no Islander goes hungry.

Together, we're not just feeding people—we're building hope. Let's keep showing up, lifting others, and leading with heart.

Thank you for believing in the work. Let's keep going.

Submitted by: Ken Campbell, Chairperson

The Upper Room Hospitality Ministry Inc.

Executive Director Annual Report 2024-25

The past year has been marked by both challenges and meaningful accomplishments for the Upper Room Hospitality Ministry/PEI Food Banks. We remain steadfast in our mission to serve Islanders through our Food Bank and Soup Kitchen in Charlottetown, while also fulfilling our role as the Provincial Association for Food Banks—supporting food banks across Prince Edward Island.

One of the most significant changes this year was the relocation of our Food Bank. Though the move covered only a few hundred feet, it required extensive preparation and effort. The new space has greatly enhanced our ability to receive food donations and better serve our clients. We are incredibly proud of the new facility and the expanded opportunities it provides.

Demand for our services remains high. Last year, our Food Bank served 37,839 individuals—an increase of over 11% compared to the previous year. Meanwhile, our Soup Kitchen provided 38,752 meals, reflecting a decrease of more than 15%. These numbers speak to the evolving needs of our community and the importance of our continued presence.

As the provincial association, we continue to support other food banks by providing food, funding, and assistance with initiatives such as preparing for the Food Banks Canada National Minimum Standards. We also collaborate with organizations across the province to support vulnerable Islanders in meaningful ways.

I want to extend my deepest gratitude to our incredible team of staff and volunteers. You are the heart of our organization, and your impact is immeasurable. Last year alone, our volunteers contributed 8,643 hours of their time. I had the honour of presenting five of our volunteers with the King Charles III Award in recognition of their outstanding dedication. I was also humbled to receive the King Charles III Award myself, along with the Ed Bloos Award from Food Banks Canada—an honour given to individuals who demonstrate exceptional commitment to the food banking movement in Canada.

We also bid farewell to Carol Fitzpatrick, who retired in June after making a tremendous contribution to our Food Bank. Her legacy will be felt for years to come. I must also acknowledge Linda MacLaughlan, a remarkable volunteer whose warmth and compassion touched everyone she met. Her infectious smile and unwavering kindness made all feel valued and welcomed. Tragically, Linda was taken from us far too soon in a fatal accident. Her memory continues to inspire us.

We are deeply grateful for the ongoing support from Islanders. Community events and food drives—such as Stuff A Bus, the Y-Service Food Drive, the Stratford and Area Food Drive, Chief's Haunted Barn, and CBC's Feed a Family—continue to make a significant impact. We were also fortunate to receive generous donations from the Province of Prince Edward Island and the Rossy Foundation, enabling us to purchase more food and extend our reach across the province.

Our partnership with Food Banks Canada remains vital. Their support in providing food and funding is essential to our operations, and their commitment to ending food insecurity in Canada is truly unmatched. They continue to help us grow and adapt to meet the needs of Islanders.

This past year has proven our resilience and adaptability. As we move forward, we remain committed to being a leader in serving underprivileged Islanders. None of this would be possible without the unwavering support of our donors, volunteers, and staff. Together, we will continue to serve our community and province for many years to come.

Food Bank and Soup Kitchen Statistics

Soup Kitchen meals served:

2024-25 = 38,752

2023-24 = 46,901

2022-23 = 46,565

Food Bank Totals:

	2024-25	2023-24	2022-23
Households	14,407	12,960	10,208
Adults	24,998	22,181	17,457
Children and Infants	12,841	11,336	9,430
Total People	37,839	33,547	25,331
New Clients	823	1,157	750

Christmas Packages:

Households = 1001 Total People = 2,188

Volunteer Hours: 8,643

Food received : 764,415lbs

Submitted by: Mike MacDonald

The Upper Room Hospitality Ministry Inc.

Finance Committee Report for the Year ended March 31, 2025

The Finance Committee for this past year consisted of Sean Bradley (Treasurer), Dandan Wang (Secretary), Bob Steen (Director), Mike MacDonald (Executive Director), and Brenda Moore (Finance Manager). MNP audited our financial statements this year and everyone here will receive a copy.

As always when we are working on the budget, revenue is a huge unknown. We have been lucky over the years that we have maintained a stable base of donors but there has always been Donors, who donate a substantial amount for one year only. It is amazing that over the years, when one or more of these donors move on, someone else has always been there the following year. Often these donors may be a National Foundation that have viewed us as a suitable charity, without us approaching them. Expenditure is always much easier to budget with a small increase in most cases. The budget for 2025/26 was approved by the Board at its June meeting and predicts a loss of $84,000 for year. Wages and food continue to be our main expenses.

Some significant changes this year were:

- The Rossy Foundation donated $350,000 for food purchases for us and our Food Bank partners, which went into Deferred Revenue. It will be transferred into revenue as it spent on food. This was unexpected and the largest donation received to date.
- Since Covid the Province has given us money or gift cards to share with our partners. None of this was planned long in advance or expected. However, in December we received $200, 000 and later found out that they have included another $200,000 in their budget for next year. I think all the Food Banks affected by this are relieved to have this stability for the coming year.
- One of the expenditures that has more than doubled this year is rent. We moved from 34 Belmont St. To 15 Plywood Place in October and have a 50% increase in space in a bright newly renovated building. The building, which we equipped with racking gives us Space to accept more shipments from Food Banks Canada and others. We can store our partners' share until they have space in their locations. A benefit for clients is that this location is out of way and provides them with privacy on their visits.
- Our telephone costs also increased on our move. We needed to change from the staff sharing one line to each of us having individual phone lines. We were offered cell phones as an option and apart from the cost of the phones, the cost of the lines was similar. We have found cell phones to be a wise choice. It allows us to work remotely if required, we can also give our close contacts our specific phone number, and we can easily take it with us throughout the building.
- The "Angels" program continued to be our biggest yearly fundraiser. It raised over $100,000 for the Upper Room in the 2024-25 fiscal year. This was Nancy Barrett's idea

thirty-six years ago and she is still actively involved today. She mails out a newsletter to start the campaign each September and takes care of issuing the charity receipts. Since the start this campaign has raised over $2.7 million, allowing us to serve the public at a higher level than we could have otherwise.

We are grateful to all our donors, who together made us successful in supporting our clients with the food they needed and should have.

Submitted by: Sean Bradley
Bob Steen
Dandan Wang
Brenda Moore
Mike MacDonald

The Upper Room Hospitality Ministry Inc.
Comparative Income Statement

	Actual Apr 01, 2024 to Mar 31, 2025	Budget Apr 01, 2025 to Mar 31, 2026
REVENUE		
REVENUE		
Upper Room Angels	110,623.80	90,000.00
Angles - Campaign Expense	- 5,729.79	(7,000.00)
Angels Revenue: Totals	104,894.01	83,000.00
Donations: General_	606,479.92	475,000.00
Donations: Church & Community Grps	158,709.72	90,000.00
Donations: Corporate	228,039.57	320,000.00
Donations: Corporate Angels	353,184.78	230,000.00
Food Banks Canada	25,657.06	20,000.00
Donations to be shared with others	279,473.40	600,000.00
Paid out to Other Food Banks	- 173,107.93	(300,000.00)
Given to Clients	-	-
VIK Donations	69,085.08	10,000.00
Gift Cards	70,192.53	35,000.00
General Donations	1,617,714.13	1,480,000.00
Interest revenue	74,945.77	70,000.00
Transfer from Upper Room Angels Fun	- 76,557.00	77,000.00
Transfer to Operating Fund	76,557.00	(77,000.00)
TOTAL REVENUE	1,797,553.91	1,633,000.00
TOTAL REVENUE	1,797,553.91	1,633,000.00
EXPENSE		
Operating Expenses		
Amortization	-	30,000.00
Professional Services	14,274.28	15,000.00
Advertising	13.24	1,500.00
Bank charges and interest	3,203.11	3,500.00
Donations, Gifts	2,699.39	5,000.00
Equipment purchases	7,879.91	5,000.00

Food Purchases	385,804.76	510,000.00
School Food	-	-
Garbage collection	6,452.57	7,000.00
Freight Charges	-	1,000.00
Food or Fundraising	18,375.63	16,000.00
Insurance	13,237.52	14,000.00
Membership	316.05	1,000.00
Miscellaneous	3,708.41	4,000.00
Office supplies	18,059.10	19,500.00
Propane	-	400.00
Property Tax 33 Belmont	719.35	3,000.00
Repairs and maintenance	9,522.15	38,000.00
Warehouse Rent	138,965.78	210,000.00
Shop Supplies	4,313.18	6,000.00
Telephone-Soup Kitchen	2,050.63	2,100.00
Telephone-33 Belmont St.	1,414.11	1,600.00
Cell Phone	980.74	1,000.00
Telephone - 34 Belmont, 15 Plywood	5,909.30	4,800.00
Total-Telephone	10,354.78	9,500.00
Travel: Mileage	252.67	500.00
Travel: Othe	727.64	-
Travel: National meetings	1,749.01	12,000.00
Vehicle - Gas	6,232.23	7,000.00
Vehicle - Repairs/Tires	5,954.05	5,000.00
Vehicle - Insurance/reg	5,443.27	6,300.00
Total Vehicle Lease Expenses	17,629.55	18,300.00
Wages	656,104.49	710,000.00
UI Expense	14,318.04	15,600.00
CPP Expense	28,387.99	38,000.00
WCB Expense	7,147.59	3,000.00
Pension expense	2,547.91	3,000.00
Medical Insurance Expense	9,944.30	10,800.00
Wage reimbursement	- 8,070.40	-
Payroll Expense: Total	710,379.92	780,400.00
TOTAL OPERATING EXPENSES	1,368,638.00	1,710,600.00

BUILDING EXPENSES

Garbage - Soup Kitchen	7,587.85	7,900.00
Electricity-Soup Kitchen	6,363.29	6,900.00
Equipment - Soup Kitchen	1,020.28	8,000.00
Heat-Soup Kitchen	2,015.69	2,100.00
Propane-Soup Kitchen	4,207.85	4,000.00
Property Tax-Soup Kitchen	7,312.49	7,000.00
Repairs & Maintenance-Soup Kitchen	11,087.85	10,000.00
Water & Sewer - Soup Kitchen	735.62	750.00
TOTAL BUILDING EXPENSE	40,330.92	46,650.00
TOTAL EXPENSE	1,408,968.92	1,757,250.00
NET INCOME	388,584.99	124,250.00

The Upper Room Hospitality Ministry Inc.

Strategic Planning Committee Annual Report 2024-2025

We continued to follow the URHM Strategic Plan. The committee met 4 times over the past year to review and enact the "Year Four" deliverables. We welcomed Sean Bradley, as a new member. Our year 4 plan includes.

1. Monitor and plan key deliverables and milestones and adjust as required.
2. Monitor current and future infrastructure requirements and opportunities.

We discussed the following this year.

1. Working with and encouraging other Island Food Banks.
2. The move to our new location at 15 Plywood Place (completed in 2024).
3. The possibility of new Provincial funding (received first payment).
4. New infrastructure requirements such as racking & a forklift (both completed in 2025).
5. The option of buying versus leasing of our new building (this is in progress).
6. The possibility of creating a new 3- or 5-year strategic plan. The Board voted to accept Katherine Morrow's offer to create and guide us through a new plan (we are meeting in September).

This fall, the committee will focus on the "Year Five" deliverables:

1. Evaluate plan success.
2. Review mission/mandate to ensure it remains accurate and adjust if required.
3. Review current and future infrastructure requirements and opportunities.
4. Begin a new three or five-year planning cycle.

Submitted by:

David Harper
Richard Collier
Sean Bradley
Ken Campbell
Mike MacDonald

The Upper Room Hospitality Ministry Inc.

Food Drive Committee Annual Report 2024-2025

The mandate of The Upper Room Hospitality Ministry Inc. is to provide some of the food requirements to people in need in Prince Edward Island. In order to help fulfill that mandate, our organization depends greatly on community groups, local businesses, schools, churches, and other supporters. As events are held, not only do we receive food and/or funds, but awareness is also created about our work and our needs.

With the cost of living continuing to rise across Prince Edward Island, an increasing number of Islanders are turning to The Upper Room for assistance. The latest Hunger Count, released by Food Banks Canada in October 2024, indicates a 32% increase in PEI food bank usage compared to 2023, and a staggering 50% increase since 2019. These figures underscore the growing demand for our services amidst economic challenges.

Despite these rising costs, the generosity of Islanders remains a cornerstone of our mission. Our three largest and long-standing food drives continue to deliver remarkable results. As of 2024, the Y Service Club has been leading its food drive in the Charlottetown - Cornwall - Winsloe areas for thirty-nine years; the Stratford & Area Food Drive has been contributing for thirty-four years; and the Ocean 100 Stuff-A-Bus event at No Frills for twenty years. The longevity of these events is a testament to the unwavering generosity of donors and the steadfast commitment of organizers.

Throughout the past year, numerous grocery stores, churches, schools, community groups, media outlets, restaurants, law offices, accounting firms, car dealerships, and other organizations have held events and/or made monetary donations. There are far too many to mention individually, but we are deeply grateful for each and every contribution we receive.

As we look ahead, we recognize the need for continued and expanded support to meet the growing demand. We encourage new community partners to join us in our mission, whether through hosting food drives, volunteering, or providing financial contributions. Sincere thanks to everyone for their great efforts in providing food, funds, and/or volunteer time to The Upper Room as we strive to continue our work of helping our fellow Islanders in need.

Submitted by: Elaine Fraser and Jamie Larkin

The Upper Room Hospitality Ministry Inc.

Property Committee Annual Report 2024-25

The Property Committee met and discussed some of the main property priorities. The committee members are Dave Swan & Dave Harper in consultation with Mike MacDonald.

1. Our number one priority was the new building at 15 Plywood Place. We discussed the layout of our building as it was being renovated. We were happy with the results and the smooth transition to our new building.
2. We realized the need for a forklift and racking to enhance the efficiency of this new infrastructure. Fortunately, the Latter-Day Saints Church of Cornwall donated a new forklift. Racking was purchased and installed.
3. We also discussed the upgrade of the vehicles needed for our operation. We traded in our pickup truck for a new 2024, and we were very fortunate to be the recipient of a new electric van donated by the Atlantic CAA.
4. We have installed a security system at the Food Bank.
5. Our next prioritized purchase will be a generator for the Food Bank.

Submitted by: David Harper and David Swan

The Upper Room Hospitality Ministry Inc.

Human Resources Committee Annual Report 2024-25

This Fiscal Year continues to bring positive changes and a continued sense of community. The Human Resources Committee has remained committed to inclusive excellence and ensuring a safe, welcoming working environment at both the Soup Kitchen and the Food Bank, that enables staff to do their best work every day.

The committee also supports the Board in fulfilling its mandate to provide governance oversight in relation to the Upper Room Hospitality Ministry's current and future human resource needs; employee recruitment; compensation and employee relations matters; occupational health and safety; organizational development; the CEO's plan for continuity; and any other human resource related matter that is referred to the Committee by the Board for its consideration and recommendation.

In the past year, the Human Resources Committee:

- Supported the Strategic Plan process that enables autonomy and decision making, better alignment of operation resources and create a structure that supports local connections with community partners and local teams
- The Committee undertook comprehensive reviews of both the Executive Director's and staff's compensation to ensure a culture that boosts retention and performance.
- We continue to support the development of the CEO's Strategic Plans for the URHM Workplace.

Submitted by: Richard Collier, Jennifer Fernandes, & Ken Campbell

The Upper Room Hospitality Ministry Inc.

Outreach Committee Annual Report 2024-25

During the past year, the Outreach Committee continued its efforts to connect with the community and build partnerships that allow us to continue offering food assistance and support to individuals and families experiencing homelessness and food insecurities.

2025 Highlights & Activities

Strengthened Community Partnerships

- Collaborated with temporary homeless shelters to ensure regular food support for residents.
- Partnered with food banks throughout the Island to share resources and reduce duplication of services

Expand Outreach efforts

-Met with local non-profits to explore joint initiatives addressing food insecurities such as the Community Outreach Center and the S.A.F.E program.

- continued efforts to reach out to new organizations to see if/how they would welcome our supports

Innovative Approaches

- Continued to explore strategies for connecting with hard to reach populations
- Began to explore ideas/ways to connect with local businesses for more continued financial support for future stability.

Advocacy & Awareness

- Shared information with community organizations on available food assistance services via cards, pamphlets and forms to provide food bank and upper room locations, info and hours of service provided.

Looking Ahead

-Continue expanding partnerships with both established and emerging community groups

- Strengthen volunteer engagement in outreach efforts

We look forward to the new coming year of ideas and opportunity to continue to support those who are most in need,

Submitted by:

Ken Campbell

Dan Dan Wang

Mike Sirois

Mike MacDonald

Nominating Committee Report

TO: **URHM Membership**

FROM: **URHM Nominating Committee**

DATE: **September 9, 2025**

RE: **Nominating Committee Report**
2024-2025 Annual General Meeting

The Nominating Committee is a Board Committee that is tasked with various items, including nominating individuals to the Board, and nominating the Board's executive for the next year.

This year the Nominating Committee nominates the following individual to be appointed to a three (3) year term as a Board Member on the Board:

- Lisa MacLean

This year the Nominating Committee nominates a current Directors to be reappointed for a three (3) year term as a Board Member on the Board:

- David Harper
- David Swan
- Elaine Fraser
- Jamie Larkin

We would also like to acknowledge the contributions of two existing Board Members, Dandan Wang and Richard Collier. Dandan and Richard, your contributions and dedication to the Upper Room have been tremendous, you will be missed.

Nominating Committee

Richard Collier
Ken Campbell
Mike MacDonald

BY-LAWS of THE UPPER ROOM HOSPITALITY MINISTRY INC.

Wholly Amended June 11, 2019

Article 1: Title

1.1 The legal name of this organization shall be: "The Upper Room Hospitality Ministry Inc." (hereinafter the "Ministry").

Article 2: Objectives

2.1 To operate the Ministry as a volunteer supported charitable and non-profit organization on Prince Edward Island.

2.2 To provide some of the food requirements to people in need in PEI.

2.3 To operate kitchen and dining facilities.

2.4 To raise the awareness of appropriate persons in nongovernmental and governmental agencies to the food requirements of needy people of Prince Edward Island.

Article 3: Membership

3.1 "Active member" is any individual who pays the annual dues of one Canadian dollar to the Ministry just prior to the annual general meeting.

3.2 "Honorary membership" may be conferred on a person, in recognition of outstanding contribution rendered to the Ministry. Such recognition will be given by means of a majority vote of a quorum of the Board.

3.3 "Charter members" are founders of the Ministry.

3.4 Charter members shall participate as 'active members' do, except they shall not move or second or vote on motions.

3.5 The board shall have the authority to suspend or expel any member, active or honorary, for any one or more of the following grounds:

3.5.1 violating any provision of the articles, by-laws, or written policies of the Ministry;

3.5.2 carrying out any conduct which may be detrimental to the Ministry as determined by the board in its sole discretion; and

3.5.3 for any other reason that the board in its sole and absolute discretion considers to be reasonable, having regard to the purpose of the Ministry.

3.6 A member is in good standing if they are in compliance with Article 3.1 and not subject to discipline outlined in Article 3.5.

3.7 A member ceases to be a member when:

3.7.1 the member dies, or, in the case of a member that is a corporation, the corporation is dissolved;

3.7.2 a member fails to maintain any qualifications for membership described in Article 3.1 of these by-laws;

3.7.3 the member resigns by delivering a written resignation to the chair of the board of the Ministry in which case such resignation shall be effective on the date specified in the resignation, which shall be no less than 60 days after the date of such resignation; and

3.7.4 the member is expelled in accordance with Article 3.5 of these by-laws or is otherwise ceases to be a member in accordance with the articles or by-laws.

3.8 Upon any cessation of membership, the rights of the member automatically cease to exist.

Article 4: Meetings

4.1 The annual general meeting shall be held within six months of the Ministry's fiscal year end.

4.2 Notice of the annual general meeting shall be given by

4.2.1 Placing an advertisement in the Guardian at least ten (10) calendar days prior to the annual general meeting and

4.2.2 Notifying all active members by email who have provided an email address to the Ministry at least two weeks prior to the annual general meeting.

4.3 A special meeting of the general membership may be held as determined by the Chairperson or Board members or on the written request by the lesser of twenty (20) or fifty (50) percent of the active members in good standing.

4.4 Notice of a special meeting of the general membership will be given to the members at least seven (7) calendar days prior to the meeting and will state the purpose of such a special meeting. Notice of a special meeting of the general membership shall be given by placing an advertisement in the Guardian at least seven (7) calendar days prior to the meeting.

4.5 The quorum of any general meeting shall be those active members in good standing in attendance at that meeting.

4.6 A special meeting of the Board may be held as determined by any member of the Executive or on the written request by fifty (50) percent of the Board members.

4.7 Notice of a special meeting of the Board will be given to the Board members in writing (including email) at least seven (7) calendar days prior to the meeting and will state the purpose of such a special meeting. Any Board member may waive notice if such waiver is signed and appended to the minutes approving a proposed change.

4.8 The quorum for any Board meeting shall be fifty (50) percent.

Article 5: The Board

5.1 The Board is a governing body having legal and ethical responsibilities to the Ministry (see Appendix "A").

5.2 The members of the Board shall be active members of the Ministry as defined in Article 3.1 and in good standing as defined in Article 3.6 and new members if any shall be elected at the annual general meeting or at a special meeting of the Board, as the case may be. Each member who is elected to the Board at the annual general meeting shall be elected for a term of three (3) years. For greater certainty, a member of the Board may serve additional terms if elected in accordance with this by-law.

5.3 The Board shall be comprised of five (5) to twelve (12) duly elected members.

5.4 If a membership of the Board falls vacant, the Board may fill the vacancy for the balance of the term of office at a special meeting of the Board.

5.5 Termination of a membership on the Board shall occur by any of the following:

5.5.1 On a Board member's written resignation communicated to the Secretary of the Board, to be effective on the date of acceptance by the Board at a regular or special meeting of the Board;

5.5.2 Three (3) consecutive absences from the Board meetings without providing adequate reasons, to be effective on the date of action by the Board at a regular or special meeting of the Board. Determination concerning adequacy of absences shall be determined by a majority of the members present at a regular or special meeting of the Board in which action is taken;

5.5.3 On failing to uphold legal and ethical responsibilities required of a Board member (such responsibilities described in Appendix "A" of this document) to be effective on the date of action by the Board at a regular or special meeting of the Board; or, 5.5.4 On the death or legal incapacity of a member.

Article 6: Executive Officers

6.1 Executive Officers shall be elected by the Board.

6.2 The Board shall meet within a reasonable time after the annual meeting to elect its Executive Officers for the current year.

6.3 The Executive Officers shall consist of the Chairperson, the Vice-chairperson, the Secretary, and the Treasurer. The Chairperson, Vice-chairperson, Secretary and Treasurer shall be elected from the Board.

6.4 If an Executive Officer resigns, the Board may appoint a new Board member to fill the vacancy for the remaining period of the current year.

Article 7: Duties of the Executive

7.1 The Chairperson shall conduct the meetings of the Ministry, including the annual general meetings and special general meetings; shall conduct meetings of the Board; and provide leadership in executing the objectives of the Ministry as listed in Article 2 of the by-laws.

7.2 The Vice-Chairperson shall preside over any meetings of the Ministry or the Board, in the absence of the Chairperson. In the absence of both the Chairperson and Vice-Chairperson, meetings may be conducted by an officer selected from among those Board members present. The Vice-Chairperson shall have such other duties and powers as the board may specify.

7.3 The Secretary shall give notice of all general meetings of the Board to its members. The Secretary shall attend all Board, annual general meetings and special general meetings. If the Secretary is unable to attend any Ministry meetings, or Board meetings, the chair of that particular meeting shall appoint another board member who shall act in place of the Secretary at that meeting. The Secretary shall keep a register of the members of the Ministry, be the custodian of the Corporate Seal, and also perform all other normal duties of this position. The Secretary shall have such other duties and powers as the board may specify.

7.4 The Treasurer shall receive, keep accounts, and make deposits in a chartered bank, trust company or credit union, of all funds of the Ministry. The Treasurer shall collect the membership dues, and other monies and revenues accruing to the Ministry, and submit financial report together with the Ministry appointed Auditor's assessment to the annual meeting. The Treasurer shall render an accounting of all financial transactions at Board meetings, at the annual meeting and shall exhibit accounting records of the Ministry whenever called upon to do so. All documents shall be returned to the Chairperson of the Board at the end of the Treasurer's term of office. This official shall otherwise perform all duties pertaining to the treasurer.

7.5 Signing officers shall be any two of the following: - Chairperson, Vice-chairperson, Secretary, and Treasurer. The Board may by resolution assign signing duties to any member of the Ministry's staff as specified in the resolution.

Article 8: Board Meetings

8.1 After consultation with the other Board members, the Chairperson shall determine the time, dates and venue of the regular Board meetings.

Article 9: Board Committees.

9.1 The Board shall establish such committees as may be necessary to provide services and implement operations and procedures as required by the constitution and by-laws and give effect to policies and programs approved by the Board.

9.2 Committees shall be appointed for a period determined by the Board.

9.3 There shall be an Angels Program Committee consisting of the Treasurer, one other Board member, and at least one person appointed by the Board. The Chairperson of the Angels Program Committee shall be chosen by it from its members.

9.4 Except in the case of the Angels Program Committee, a committee shall consist of a Chairperson, who shall be from the Board, and at least one other Board member.

9.5 The chain of authority of a committee is through the committee Chairperson to the Board.

9.6 The terms of reference for each committee will be prescribed by the Board.

9.7 The Board has the full and absolute discretion to dissolve committees.

9.8 The resignation of a committee member, who was appointed by the Board, shall be deemed to be effective from the date of receipt of the resignation letter by the Secretary.

9.9 All committee reports shall be prepared by the committee's Chairperson and presented at the annual general meeting.

9.10 Committees may include, but are not limited to the following: 1) Finance, 2) Fund Raising, 3) Food Drive 4) Social Media, 5) Nominating, 6) Property, and 7) Volunteer.

Article 10: Audit

10.1 The account books of the Ministry shall be audited annually.

10.2 The Auditor's report shall be submitted to the annual meeting.

10.3 At each annual meeting, the members of the Ministry will appoint an auditor to hold office until the next annual meeting.

Article 11: Fiscal Year

11.1 The fiscal year of the Ministry shall be from April 1 to the next March 31.

Article 12: Seal

12.1 The seal of the Ministry shall be a circular impression of the words and figures: "Incorporated 1985", surrounded by the words "The Upper Room Hospitality Ministry Inc."

Article 13: Amendments to the by-laws

13.1 Amendments to these by-laws shall be voted on at a meeting of the Board. At least two-thirds majority of eligible voters, namely the Board members, shall have the authority to amend or add to the by-laws of the Ministry, provided such amendments or additions are not contrary to the objectives of the Ministry as defined in Article 2,

13.2 All Board members must receive at least ten (10) calendar days notice in writing (by email or post) of any meeting at which proposed changes in the by-laws are to be discussed, with details of proposed changes. Any Board member may waive notice if such waiver is signed and appended to the minutes approving a proposed change.

13.3 At least two-thirds (⅔) of the total members of the Board must be present at any meeting at which current by-laws are changed or new ones added.

13.4 At each regular or special annual meeting of the Ministry the Chair will present any amendments made by the Board to the by-laws in the past year. The Chair will call for any properly presented amendments, the Chair will declare the by-laws, as amended, or as is, to be the up-to-date by-laws of the Ministry, as of that date, affixing that date at the end.

Article 14: Borrowing Powers

14.1 Board members may from time to time

14.1.1 borrow money or otherwise obtain credit upon the credit of the Ministry in such amounts and upon such terms as may be considered advisable;

14.1.2 issue, reissue, sell or pledge debt obligations of the Ministry, including without limitation, bonds, debentures, debenture stock, notes or other securities or obligations of the Ministry, whether secured or unsecured for such sums, upon such terms, covenants and conditions and as such price as may be deemed expedient;

14.1.3 Charge, mortgage, hypothecate, pledge, assign, transfer or otherwise create a security interest in all or any currently owned or subsequently acquired real or personal, movable or immovable property of the Ministry, including among other things, book debts, and unpaid calls, rights, powers, franchises and undertaking, to secure any money borrowed or any other debt or liability of the Ministry;

14.1.4 guarantee to a Canadian chartered bank or credit union the indebtedness and liability of any person, firm or corporation, in either a limited or unlimited amount and either with or without security; and,

14.1.5 Delegate to such one or more of the Executive Officers and Board members of the Ministry as may be designated by the Board members all or any of the powers conferred by the foregoing clauses of this by-law to such an extent and in such manner as the Board shall determine at the time of each delegation.

*Note: In the context of this document, “Hospitality” is to be understood as the kind and gentle acts of providing some food needs to the users of the Ministry in a compassionate and respectful fashion.

Date Approved: June 11, 2019.

APPENDIX "A"

The Board is a trusteeship for carrying out public trust in the Ministry. Some of the legal and ethical responsibilities of the trustees are as follows:

Legally and ethically a trustee

- *is a fiduciary having an obligation of loyalty and duty to uphold the integrity of the Ministry;*
- *must exercise due care, skill and diligence in conducting the Ministry's business;*
- *must not allow personal interest or interest of some third party to conflict with those of the Ministry;*
- *must maintain confidentiality of the business of the Ministry;*
- *must not contract with another trustee or a third party, or otherwise influence or be influenced as to how voting will proceed during the meetings of the Ministry;*
- *must declare any interest in contract or arrangements with the Ministry, and not vote in respect of such conflicts of interests;*
- *is liable for any loss sustained due to breach or negligence in performance of duties to the Ministry; and,*
- *must give unqualified support in achieving the objectives of the Ministry.*

THE CONSTITUTION OF THE UPPER ROOM HOSPITALITY MINISTRY INC.

The Upper Room Hospitality Ministry Inc., hereafter referred to as the "Ministry", has as it's mission to fulfill some of the food requirements of needy people on Prince Edward Island.

THE FOLLOWING PRINCIPLES WILL BE ADHERED TO

1. Each client of the Ministry will be treated with respect and dignity.
2. Client confidentiality will be strictly maintained.
3. The Ministry shall be non-denominational and serve needy persons regardless of their age, race, religious belief or political affiliation
4. Contacts will be maintained with neighbouring churches and other benevolent organizations concerned with the food requirements of needy people for the purpose of harmonizing food aid services.
5. Affiliations will be maintained with other food banks on Prince Edward Island, the Atlantic region, and across Canada for the purpose of optimizing the distribution and utilization of donated food.

Article 1: Constitution amendments

1. The Constitution of the Ministry shall be amended only by the eligible voters at an annual meeting, or by a special meeting called for this specific purpose.
2. Proposed amendment(s) to the constitution can only be placed on the order of business at an annual meeting by
    1. The Board of Directors, hereafter referred to as the "Board",
    2. A two-thirds majority of eligible voters who favour placing the amendment(s) on the order of business.
3. A motion to amend the constitution shall require a two-thirds majority vote of eligible members.
4. The effective date of all amendments to the constitution shall be the day following the annual meeting or special meeting.
5. At each annual meeting or special general meeting the Chair will call for properly presented amendments, the Chair will declare the constitution amended, or as is, to be the up-to-date constitution of the ministry, as of that date affixing that date at the end.

*Note: In the context of this document, the "Hospitality" is to be understood as the kind and gentle acts of providing some food needs to the users of the Ministry.

DATE CONFIRMED/APPROVED: NOVEMBER 29, 2004

APPENDIX “A”

The Board is a trusteeship for carrying out public trust in the Ministry. Some of the legal and ethical responsibilities of the trustees are as follows:

Legally and ethically a trustee

- *is a fiduciary having an obligation of loyalty and duty to uphold the integrity of the Ministry;*
- *must exercise due care, skill and diligence in conducting the Ministry's business;*
- *must not allow personal interest or interest of some third party to conflict with those of the Ministry;*
- *must maintain confidentiality of the business of the Ministry;*
- *must not contract with another trustee or a third party, or otherwise influence or be influenced as to how voting will proceed during the meetings of the Ministry;*
- *must declare any interest in contract or arrangements with the Ministry, and not vote in respect of such conflicts of interests;*
- *is liable for any loss sustained due to breach or negligence in performance of duties to the Ministry; and,*
- *must give unqualified support in achieving the objectives of the Ministry.*

APPRECIATION

The Board of Directors expresses sincere appreciation to all who make it possible to meet "…some of the food needs…" of our sisters and brothers by generously sharing their food, financial resources, and their time.

Thank you to those who serve from time to time on the Board of Directors, including this year –

Ken Campbell

Bob Steen

Sean Bradley

Jennifer Darby

Elaine Fraser

Richard Collier

Jamie Larkin

David Harper

Mike Sirois

David Swan

Dandan Wang

The Upper Room Hospitality Ministry Inc.
Financial Statements
March 31, 2025

Contents

For the year ended March 31, 2025

Independent Auditor's Report

To the Board of The Upper Room Hospitality Ministry Inc..

Qualified Opinion

We have audited the financial statements of The Upper Room Hospitality Ministry Inc. (the "Charity"), which comprise the statement of financial position as at March 31, 2025, and the statements of operations and changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the possible effects of the matter(s) described in the Basis for Qualified Opinion section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of the Charity as at March 31, 2025, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Qualified Opinion

As is common in many not-for-profit organizations, The Upper Room Hospitality Ministry Inc. derives revenues from donations, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, verifications of these revenues was limited to the amounts recorded in the records of The Upper Room Hospitality Ministry Inc. Therefore we were not able to determine whether any adjustments might be necessary to donations revenue, excess revenues over expenses and cash flow from operations for the year ended March 31, 2025 and March 31, 2024, current assets as at March 31, 2025 and March 31, 2024 and net assets as at April 1, and March 31, for both the 2024 and 2025 years.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Charity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Charity's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Charity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Charity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Charity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Stratford, Prince Edward Island

September 9, 2025

MNP LLP

Chartered Professional Accountants

The Upper Room Hospitality Ministry Inc.
Statement of Financial Position
As at March 31, 2025

	2025	2024
Assets		
Current		
Cash *(Note 3)*	**414,293**	369,318
Term deposits *(Note 4)*	**2,273,806**	1,740,503
Receivables	**113,022**	154,901
Prepaids	**63,314**	27,242
	2,864,435	2,291,964
Term deposits *(Note 4)*	**326,736**	365,292
Capital assets *(Note 5)*	**146,290**	175,504
Intangible assets	**1,008**	1,680
	3,338,469	2,834,440
Liabilities		
Current		
Payables and accruals *(Note 6)*	**158,249**	227,921
Deferred contributions *(Note 7)*	**471,175**	215,693
	629,424	443,614
Net Assets		
Unrestricted net assets, end of year	**1,549,045**	1,230,826
Internally restricted - capital replacement reserve *(Note 8)*	**50,000**	50,000
Internally restricted - building reserve *(Note 9)*	**1,110,000**	1,110,000
	2,709,045	2,390,826
	3,338,469	2,834,440

Approved on behalf of the Board

Director **Director**

The accompanying notes are an integral part of these financial statements

The Upper Room Hospitality Ministry Inc.
Statement of Operations and Changes in Net Assets
For the year ended March 31, 2025

	2025	*2024*
Revenue		
Donations *(Note 11)*	**1,439,084**	1,283,114
Angels donations	**110,576**	106,891
Province of Prince Edward Island	**108,000**	54,000
Interest	**80,966**	70,502
Wage subsidies	**8,070**	2,700
	1,746,696	1,517,207
Expenses		
Angels advertising	**5,691**	4,904
Bank charges	**3,204**	2,994
Depreciation	**31,903**	28,517
Electricity	**6,363**	5,756
Equipment	**7,372**	6,426
Food and supplies	**393,973**	458,327
Garbage	**14,040**	12,946
Heat	**2,016**	1,141
Insurance	**13,238**	12,217
Office and postage	**21,075**	22,108
Professional fees	**14,274**	25,613
Propane	**4,208**	3,283
Property tax (net of Provincial grant)	**4,553**	6,345
Publicity and fundraising	**18,255**	12,574
Rent	**138,966**	90,480
Repairs and maintenance	**24,318**	19,827
School food	**-**	140,000
Telephone	**9,845**	6,504
Transportation and travel	**20,147**	19,186
Wages and benefits	**694,300**	635,024
Water and sewer	**736**	671
	1,428,477	1,514,843
Excess of revenue over expenses	**318,219**	2,364
Unrestricted net assets - beginning of year	**1,230,826**	888,462
Transfer (to) from truck reserve	**-**	150,000
Transfer (to) from building reserve	**-**	140,000
Transfer from capital replacement reserve	**-**	50,000
Net assets, end of year	**1,549,045**	1,230,826

The accompanying notes are an integral part of these financial statements

The Upper Room Hospitality Ministry Inc.
Statement of Cash Flows
For the year ended March 31, 2025

	2025	2024
Cash provided by (used for) the following activities		
Operating		
Excess of revenue over expenses	**318,219**	2,364
Depreciation	**31,902**	28,517
	350,121	30,881
Changes in working capital accounts		
Receivables	**41,879**	(74,625)
Prepaids	**(36,072)**	24,370
Payables and accruals	**(69,672)**	111,824
Deferred contributions	**255,482**	95,515
	541,738	187,965
Investing		
Purchase of term deposits	**(2,984,374)**	(1,860,862)
Proceeds on disposal of term deposits	**2,489,627**	1,913,816
Purchase of capital assets	**(125,250)**	(121,459)
Government assistance for the purchase of capital assets	**123,234**	59,915
Purchase of intangible assets	**-**	(2,016)
	(496,763)	(10,606)
Increase in cash	**44,975**	177,359
Cash, beginning of year	**369,318**	191,959
Cash , end of year	**414,293**	369,318

The accompanying notes are an integral part of these financial statements

1. Incorporation and nature of the organization

The Upper Room Hospitality Ministry Inc. (the "Charity") operates a soup kitchen and food bank in Charlottetown, Prince Edward Island. It is a registered charitable organization in accordance with Section 149.1 of the Income Tax Act and as such, is not taxable.

2. Significant accounting policies

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations set out in Part III of the CPA Canada Handbook - Accounting, as issued by the Accounting Standards Board in Canada, which are part of Canadian generally accepted accounting principles, and include the following significant accounting policies:

Revenue recognition

The Charity follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Endowment contributions are recognized as direct increases in net assets.

Fundraising, unrestricted contributions, donations and other revenues are recognized when received by the Charity.

Investment transactions are recognized on the transaction date and resulting revenue is recognized in the period in which the revenue is earned. Gains or losses on the disposal of investments are determined using the weighted average cost method. Interest income is recognized in the period in which it is earned.

Contributed materials and services

Volunteers contribute services and materials to assist the organization in carrying out its activities. Because of the difficulty in determining the fair value of these services and materials, contributed services and materials are not recognized on these financial statements.

Government assistance

The organization has recognized financial assistance under government incentive programs. Government assistance, including investment tax credits, relating to capital expenditures is reflected as a reduction of the cost of the related asset. Government assistance relating to the reimbursement of expenses is recorded as revenue in the period the expenditure was incurred.

Cash

Cash consists of cash on hand and balances held at financial institutions with a maturity less than three months. This excludes Guaranteed Investment Certificates which are presented as term deposits.

2. Significant accounting policies *(Continued from previous page)*

Capital assets

Purchased capital assets are recorded at cost, less any applicable government assistance received.

Depreciation is provided using the declining balance method at rates intended to depreciate the cost of assets over their estimated useful lives. Depreciation of additions is calculated at one-half the stated rate. No depreciation is recorded in the year of disposal. Capital assets should be tested for impairment.

When capital assets no longer contribute to The Upper Room Hospitality Ministry Inc.'s ability to provide goods and services, or when the value of future economic benefits associated with the capital assets are less than their net carrying amount, the net carrying amount of the assets are written down to fair value or replacement cost. The net write-downs are accounted for as expenses in the statement of operations.

	Method	**Rate**
Buildings	declining balance	4 %
Vehicle	declining balance	30 %
Computers	declining balance	55 %
Furniture and equipment	declining balance	20 %
Paving	declining balance	8 %

Intangible asset

Specified intangible assets are recognized and reported apart from goodwill.

An intangible asset recognized separately from goodwill and subject to depreciation is recorded at cost.

Depreciation is provided using the straight-line method at a rate intended to depreciate the cost of intangible asset over its estimated useful life.

Method	***Rate***
straight-line	3 years

When an intangible asset no longer contributes to the Charity's ability to provide goods or services, or the value of future economic benefits or service potential associated with the intangible asset is less than its net carrying amount, its carrying amount is written down to fair value.

Leases

Leases are classified as either capital or operating leases. A lease that transfers substantially all the benefits and risks incidental to the ownership of property is classified as a capital lease. All other leases are accounted for as operating leases wherein rental payments are amortized on a straight-line basis over the term of the lease to net income. At the inception of the capital lease, an asset and an obligation is recorded at an amount equal to the lesser of the present value of the minimum lease payment and the property's fair value at the beginning of the lease.

Measurement uncertainty (use of estimates)

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period.

Accounts receivable are stated after evaluation as to their collectability and an appropriate allowance for doubtful accounts is provided where considered necessary. Depreciation is based on the estimated useful lives of capital assets.

By their nature, these judgments are subject to measurement uncertainty, and the effect on the financial statements of changes in such estimates and assumptions in future years could be material. These estimates and assumptions are reviewed periodically and, as adjustments become necessary they are reported in excess of revenues over expenses in the years in which they become known.

2. Significant accounting policies *(Continued from previous page)*

Financial instruments

The Charity initially records a financial instrument at its fair value except for a related party transaction which is recorded at the carrying or exchange amount depending on the circumstances.

The Charity's financial instruments subsequently measured at amortized cost include cash, term deposits, receivables and payables and accruals.

Unless otherwise noted, it is management's opinion that the organization is not exposed to significant liquidity, interest, currency or credit risks arising from these financial instruments.

3. Cash

	2025	*2024*
Cash - Operating	**289,140**	239,491
Cash - Angels	**125,153**	129,827
	414,293	369,318

4. Term deposits

Term deposits consist of:

	Rate	***Term***	***2025 Amount***
Maturity			
February 6, 2026	**2.75%**	**366 days**	**800,000**
March 6, 2026	**2.00%**	**376 days**	**315,237**
March 31, 2028	**2.75%**	**1096 days**	**216,009**
January 9, 2026	**4.75%**	**550 days**	**214,462**
March 31, 2025	**2.25%**	**1281 days**	**213,819**
April 15, 2025	**5.05%**	**366 days**	**137,163**
March 29, 2026	**3.50%**	**1096 days**	**117,090**
April 5, 2026	**4.00%**	**548 days**	**110,727**
February 13, 2026	**2.50%**	**366 days**	**110,580**
February 13, 2026	**2.50%**	**366 days**	**109,111**
September 21, 2025	**4.90%**	**550 days**	**104,900**
July 27, 2025	**5.00%**	**548 days**	**58,994**
March 29, 2026	**3.50%**	**549 days**	**46,836**
August 10, 2025	**4.90%**	**372 days**	**45,614**
			2,600,542
Current portion - Unrestricted			**(1,020,297)**
Current portion - Restricted			**(1,253,509)**
Term deposits - Restricted			**326,736**

5. Capital assets

	Cost	Accumulated depreciation	2025 Net book value	2024 Net book value
Buildings	**50,890**	**7,494**	**43,396**	45,204
Vehicle	**47,333**	**20,276**	**27,057**	38,653
Computers	**7,704**	**5,443**	**2,261**	1,850
Furniture and equipment	**138,540**	**77,968**	**60,572**	75,663
Paving	**20,552**	**7,548**	**13,004**	14,134
	265,019	**118,729**	**146,290**	175,504

During the year, the charity received $48,881 (2024 - $49,165) in assistance toward the purchase of furniture and equipment and $74,353 (2024 - $10,750) in assistance toward the purchase of a vehicle. This assistance was applied as a reduction to the cost of the asset and is being depreciated over its useful life.

The cost of furniture and equipment is shown net of assistance received of $145,546 (2024 - $96,665)

The cost of vehicles is shown net of assistance received of $85,103 (2024 - $10,750).

6. Accounts payable and accruals

	2025	2024
Payables and accruals	**144,043**	205,866
Government remittances payable	**14,206**	22,055
	158,249	227,921

7. Deferred contributions

The following table represents changes in the deferred contributions balance attributable to each major category of external restrictions:

	Balance, beginning of year	*Contributions received*	*Contributions recognized*	*Balance, end of year*
Deferred Contributions				
CAA	125,000	-	74,353	50,647
Farm Credit Canada	10,000	-	-	10,000
Feminine hygience products	3,840	4,555	-	8,395
Food Banks Canada	50,084	-	48,880	1,204
Gift Cards	26,769	77,133	52,973	50,929
Jewish Community	-	350,000	-	350,000
	215,693	**431,688**	**176,206**	**471,175**

8. Internally restricted - capital replacement reserve

During 2015, the board of directors set up a reserve fund to be used towards major renovations at the soup kitchen. During the year, $Nil (2024 - $50,000) was transferred from the capital replacement reserve fund to the operating fund during the year for the purchase of capital items. During the year $Nil (2024 - $Nil) was transferred from the operating fund to the capital replacement reserve fund.

9. Internally restricted - building reserve

During 2021, the board of directors set up a reserve fund to be used towards the purchase of a building. During the year $Nil (2024 - $Nil) was transferred from the operating fund to the building reserve fund. During the year $Nil (2024 - $140,000) was transferred from the building reserve to operating fund.

10. Internally restricted - truck reserve

The board of directors set up a reserve fund to be used towards the purchase of new trucks when needed. During the year $Nil (2024 - $Nil) was transferred from the operating fund to the truck reserve fund. During the year $Nil (2024 - $150,000) was transferred from the truck reserve to the operating fund.

11. Donations

Donations include contributions from the following sources:

	2025	*2024*
Corporate	**629,129**	664,671
Individuals, including anonymous donations	**619,969**	474,983
Church and community groups	**157,525**	105,097
Food Banks Canada	**32,461**	27,128
Gifts in kind	**-**	11,235
	1,439,084	1,283,114