

BCODN Annual Report 2019-2020

AGM June 4, 2020

BCODN is a non-profit organization that provides programming to corporate & not-for-profit organizations, senior OD practitioners, consultants, and students. In collaboration with our affiliates, we strive to increase the awareness of OD in the business community and explore new OD models, & best practices.



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Governance

The BCODN is governed by the BC Society Act and the BCODN Constitution and Bylaws that were filed with the Registrar of Companies at the time of the legal registration of the BCODN on August 10, 2004. The BCODN is also guided by the current practices and guidelines as posted on our website.

BCODN Directors and Board Members for 2019-2020

1. Marian Hakze, Co-President
2. Charles Lee, Co-President
3. Kunal Moryani, Secretary-Treasurer
4. Barb Richards, Co-Chair, Communications
5. Kate Lane-Hill, Co-Chair, Communications
6. Neera Vohra, Community Engagement
7. Caterina Moreno, Co-Chair, Program Development
8. Juliet Irwin, Co-Chair, Program Development
9. Kim Braidwood, Building Community Organizations Liaison

Directors who have completed their term and are stepping down:

- Catarina Moreno
- Charles Lee
- Kunal Moryani
- Marian Hakze

Directors continuing in the second year of their term for 2020-2021 are:

- Barb Richards
- Juliet Irwin
- Kate Lane-Hill
- Kim Braidwood
- Neera Vohra

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Co-Presidents' Message

Looking back on the past year, we want to say THANK YOU to our Board members, volunteers on the Building Community Organizations Committee, members and the practitioner community, and partner organizations. Your involvement and participation have helped make BCODN a vibrant organization and space for all. It's been a highlight co-creating alongside you.

We started 2019-2020 by welcoming six new Directors onto the Board and set off on a year that saw noteworthy accomplishments across finance, Building Community Organizations, programs, communications and community engagement. You can read about it in the respective reports that follow. Highlights include:

- A healthy financial year, with accessible capital improved over 2018-2019
- The volunteer consultants, mentors and BCO Committee members who provided free organization development consulting to three non-profit organizations through Building Community Organizations
- Conducting 10 events with combined attendance over 260, including two events in Surrey, BC and four online
- A swift move to virtual events, attracting a diverse audience with up to 60 attendees.
- The email blasts, social media posts, newsletters and job postings that connected the practitioner community to learning and networking events, partner offerings, and career opportunities

In addition, we collaborated with partner organizations to provide value to our members and practitioner community through expanded offerings and discounted event fees.

We're extremely proud of the community, and with 2020-2021 in front of us, what might emerge as we move ahead together?

With Gratitude,

Marian Hakze and Charles Lee

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2019-2020 Financial Review

Submitted by Kunal Moryani, Secretary-Treasurer

The BCODN balance sheet remains more or less the same as last year. There were no major investments made nor were there any major expenses outside of our year over year routine operating costs during this financial year. Our total revenue was \$10,173.37 and expenses totaled \$10,029.23.

Despite offering 3 major events for free online due to COVID-19, compared to last year our accessible capital remains about the same. Given the current operating structure, BCODN has a healthy bank, PayPal and short-term investment totaling \$22,620.31. At the end of 2018-2019, BCODN's accessible capital was \$21,213.06.

	A	B	C	D	E
1	Looking Back - BCODN Financial Stewardship				
2					
3	Balance Sheet - April 30, 2020				
4					
5	Assets		2020	2019	2018
6		Cash In Operating Fund	\$7,189.08	\$8,345.86	\$12,139.93
7		PayPal	\$5,100.04	\$2,628.16	\$416.15
8		Short Term Investment	\$10,331.19	\$10,239.04	\$10,147.71
9		Total Assets	\$22,620.31	\$21,213.06	\$22,703.79
10					
11					
12	Liabilities				
13		Accounts Payable	\$0.00	\$0.00	\$67.10
14		Total Liabilities	\$0.00	\$0.00	\$67.10
15					
16	Unrestricted Funds		22620.31	21213.06	22703.79
17					

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Revenue Source	Net Income
Advertising (Email, Website Ads & Job Postings)	\$1,430.41
Memberships	\$4,394.84
BCO	\$1,452.00
Event Registrations	\$2,888.86
Interest	\$7.26
	\$10,173.37

Expense Source	Amount
Administration	\$1,779.17
Event Management	\$2,137.60
BCO	\$270.84
Insurance	\$810.00
Auditing Professional Services 2018-2019	\$1,732.50
Partnerships	\$1,005.93
Website Maintenance	\$2,026.95
Marketing	\$251.24
Misc (Bank Charges)	\$15.00
	\$10,029.23

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Building Community Organizations (BCO)

Submitted by Kim Braidwood, BCO Liaison

Building Community Organizations is a mentoring program of BCODN. BCO provides organization development opportunities for non-profits, emerging OD practitioners, and mentors.

BCO had a busy and rewarding 2019/2020 year. BCO launched three projects in fall 2019 with Rick Hansen Foundation, Canuck Place, and the St James Society. Sixteen volunteer consultants were divided up into teams and three mentors supported and coached the teams throughout the process. All projects were successfully completed on time by March 2020.

“We had a wonderful collaborative experience with BCO, and I can’t thank you and BCO enough for this project!” Rick Hansen foundation

The BCO committee met and exceeded the goal of 3 teams of consultants and for the first time had a wait list of volunteer consultants. BCO will continue to focus on launching one cohort per year and will determine the number of projects by the amount of interest. We hope to include all those who are interested in participating.

BCO Committee

In 2019 Jacque Block-Glass, Juliet Irwin, and Shan Shan Li joined the BCO committee. Kim Braidwood became the BCO liaison and Director BCODN board. Jerome Dickey joined the committee in 2020 and Juliet Irwin moves on to focus on her program development role on the BCODN board. An objective of the committee is to continue to develop committee members and promote a natural succession plan.

Cohort Schedule

BCO restructured its program schedule from launching two projects in the spring and two in the fall, to launching one cohort with three projects in the fall. This allowed the committee more time and flexibility to recruit mentors, consultants, and non-profits and to further develop the od workshops. All participants are required to attend the od workshops prior to launching projects to promote learning and alignment of the od process.

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Virtual Events

BCO planned a lessons-learned and appreciation session for the teams in April. Due to covid and physical distancing, the BCO committee adapted this to a virtual event. To ensure safety of all participants, virtual events may be utilized going forward as we adapt to the ever changing covid-19 environment and adhere to physical distancing requirements.

I am very grateful for all who volunteered, participated, and made this such a successful and rewarding year.

Thank you to BCO Committee each of you have given your time and expertise so generously: Jacqueline Block-Glass, Juliet Irwin, Shan Shan Lee, and Jerome Dickey (new in 2020).

Thank you to all Volunteer Consultants: Alisha Ismail, Alisha Wood, Bojana Nedic, Catherine North, Em Bouchard, Elizabeth Nolin, Jen Schmidt, Helen Bauer, Sara MacKenzie, and Tori D'Avella.

Thank you to all Mentors for your expertise, wisdom, and patience: Teresa Belluz, Pam Schmidt, and Esther Jaang.

Thank you to the Non-Profit organizations who opened their doors for mutual learning: Rick Hansen Foundation, St James Society, and Canuck Place

What Now

BCO continues to focus on creating value by offering meaningful learning and networking opportunities for emerging OD practitioners, experienced consultants (mentors) and for Non-profits. This fulfills the BCODN mandate and raises the awareness of organization development throughout the community.

BCO is currently recruiting Non-Profits and Volunteer consultants for fall 2020 projects.

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Program Development

Submitted by Juliet Irwin & Catarina Moreno, Co-Chairs, Program Development

Successes and Achievements

- Continued raising awareness of OD within the community, acting as catalysts to others' learning and growth.
- Two program & PD Co-chairs have enabled a robust portfolio for the community.
- Developed and delivered events focused on OD knowledge, skills, techniques and tools.
- Conducted 3 more events than the 2019/2020 year.
- Events consisted of speaker presentations, participative workshops, networking activities and online OD Café's and webinars.
- Provided a kickoff social plus a social networking event for the holidays.
- Sufficient attendance at all events to cover event costs.
- Positive feedback consistently received from participants noting quality of speakers, events, topics, programming and venues.
- Found affordable locations and venues, including using Fraser Health facilities in Surrey for 2 events. Additionally, this provided for a more inclusive approach to hosting events in a non-downtown Vancouver location.
- Board members volunteered to support PD events including setting up, registration, and clean up.
- Nonprofit rate at some venues established.
- Developed and maintained close, highly collaborative working relationships with Communications, Partnerships, and the Treasurer, to consolidate our efforts resulting in increased quality of programming, planning, promotions, communications, logistics, execution, budget management and post-event reconciliation.
- Developed and maintained a fiscally responsible annual programs budget for 2019/20.
- In March, adapted programs for spring 2020 to online based on needs for physical distancing due to COVID-19. Opened up events as free to all members and non-members during the crisis to help support our community members at the same time acknowledging reduced costs associated with running these events virtually.

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2019-20 BCODN Events

Name	Facilitator	Date	Attendance	Program
Safe Enough to Soar: Accelerating Trust, Inclusion, and Collaboration in the Workplace	Fred Miller & Judith Katz	June 26, 2019	28	PD Event/ Interactive Workshop
Annual BCODN Kick-Off Event - Liberating Structures	Barish Golland, Catarina Moreno & Juliet Irwin	Sep. 18, 2019	25	PD Event/ Interactive Workshop
Celebrate OD World Café	Charles Lee	Nov. 5, 2019	26	PD Event/ Interactive Workshop
BCODN Pre-Holiday Social Mix & Mingle	N/A	Nov. 28, 2019	13	Networking
OD Dynamicism Along the Inclusion Journey	Alden E. Habacon	Jan. 30, 2020	39	PD Event/ Interactive Workshop
Workplace Alignment	Chris Crosby	Mar. 9, 2020	29	PD Event/ Interactive Workshop
Change Canvas & Market Update	Leslie Fast	Mar. 12, 2020	N/A	Online PD Event/ Partner Event with ACMP
Virtual Conversation Café	Jen Schmidt & Charles Lee	Apr. 27, 2020	45	Online Interactive Workshop
Fostering Fabulous Workplaces	Catherine North & Dr. Joti Samra	May 13, 202	57	Online PD Event/ Interactive Workshop
AGM & PD Event	BCODN Board Dr. Glenda Eoyang	Jun. 4, 2020	TBD	Online AGM/ PD Event

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Areas for Improvement and Recommendations

- Sourcing affordable locations and venues, and catering, to sustain professional development opportunities and events.
- Recruiting volunteers to support PD events including setting up, registration, and clean up.
- In the spirit of developing OD network-led, versus, Board-led programming:
 - continue to seek to engage members who can facilitate events/programs- members who are willing and able to share their knowledge, expertise and time.
 - continue to build connections with members and seasoned OD practitioners, to seek co-creation, collaboration, development and delivery of events and programming.
 - seek collaboration and support from members to help expand the network, share OD trends, news, resources, developments, and emerging practices.
- Continue to develop and deliver events that build upon OD-specific knowledge, skills, competencies, and networking.
- Continue to gather, review and apply feedback and suggestions received from members and event participants on desired programming.
- Establish a working committee with a combination of Board members and volunteers to develop program offerings.

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Communications

Submitted by Kate Lane-Hill and Barbara Richards, Co-Chairs, Communications

BCODN's communications team this past year was a partnership of Kate Lane-Hill and Barbara Richards. There was no additional volunteer support this year.

The primary focus this year in the communications portfolio was to continue to build awareness of the BCODN brand, promote events and create revenue. These were the key deliverables:

- 67 informational and event-focused email blasts delivered to 600+ subscribers;
- 32 posts on LinkedIn and 54 posts on Twitter were used to market BCODN events and benefits of membership;
- 4 seasonal newsletters were used to engage members with BCODN and partner organization events, resources of interest, and to introduce/socialize the Board of Directors;
- Promotion of 4 job postings to create revenue;
- Refresh of the promotional flyer and pin buttons for Board Members so they are recognizable at events; and,
- Regular announcements and news on the website about events and items of interest to members.

Consistent Communication

The BCODN email-blasts and newsletters were sent regularly to our email subscribers. These provided the community with access to resources of interest, discounts and member benefits, event promotion and updates and current news.

Our email "opens" rate this year for e-blasts was an average of 34%, a 2% increase over last year, and significantly above the industry average. Email remains one of the best ways to engage and update the community. We have worked to ensure the format is informative and relevant. The highest number of opens were job postings, which averaged of 41% opens (one job posting had a 48% open rate). As of May 2020, we have the following roster of followers:

- Email: 657 subscribers (an increase of 39 subscribers over last year)
- LinkedIn: 898 members (an increase of 58 members over last year)
- Twitter: 132 followers (an increase of 15 followers over last year).

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Future Considerations

While we have had good success this term, below are a few areas of opportunity for next term:

- Update the current communications and marketing strategy;
- Actively solicit for a junior volunteer(s) to support communications and marketing activities. This will lighten the workload and allow us to be more strategic;
- Increase revenue by exploring opportunities to market BCODN as a great place for organizations to promote their OD job postings, events and resources. One example is by monitoring the OD community members' posts to the BCODN LinkedIn and Twitter and then reaching out;
- Seek out new ways to share BCODN event resources with members, such as handouts uploaded to LinkedIn Slideshare);
- Continue to enhance the website to improve the member experience;
- Broaden awareness of the OD network through improved linkages with partner organizations; and,
- Continue to promote the network and create awareness of the value of OD.

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Community Engagement

Submitted by Neera Vohra, Chair, Community Engagement

The Board's focus to be a catalyst in support of the development of the practice of OD and the OD community was delivered through:

- Continued focus on strengthening the value proposition of BCODN membership.
 - Cultivate new and existing partnerships:
 - ODN – One-year pilot partnership which provides access to some of the key ODN features including the ODN Global OD Practice Framework TM ; resources tool kit; subscription to the Network News monthly e-newsletter; and discounted membership rates
 - ACMP – with mutual goals of providing value to our members and to cross-promote events and achieve synergies. A joint event was held on March 12, 2020.
 - Membership benefits – A comparison survey was undertaken again to review membership fees and offerings. This revealed that BCODN is quite unique in its size and independence (not a chapter) and local focus as a network.
- Increase membership engagement through providing opportunities to the member OD practitioners to present at PD events.
- Planning is underway to develop a searchable OD practitioner data, which would build awareness of OD practitioners and practices for organizations seeking resources.
- Focus on automating some more processes on the website including building a library of resources such as short videos/tutorials, links to other OD chapters, recordings of past webinars etc.
- Increased Membership – Our membership grew by 15%.

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Type of Membership	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20
Individual	71	64	50	54	51	59
Student	0	8	10	4	6	9
Board	9	6	12	9	9	9
Corporate	1	0	0	1 (8 members)	1 (8 members)	1 (8 members)
Total # of Members	92	78	72	75	74	85

Future Consideration

- Consider developing a searchable database of OD professionals in BC, with photo and professional profile.
- Offer increased webinars to reach OD community outside the Lower mainland.
- Continue to build an online repository of resources
- Continue to explore partnerships with other related and complimentary organizations such as CPHR, ICF, other OD chapters in Canada and US.