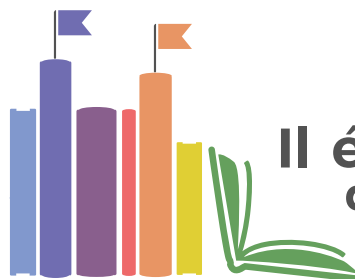


**Twice
Upon a Time**
Free books for Ottawa Kids



**Il était
deux fois**
Livres gratuits pour
les enfants d'Ottawa



Annual Report 2022

Mission, Vision & Values

Our Mission

We give books to children! We give new and nearly new books to children from birth to twelve years of age, to support literacy and foster a love of reading at home.

Our Vision

We create welcoming places and opportunities for children to have books of their own, for free, in order to improve their literacy skills, nurture their imaginations, and bring a love of reading to their homes.

Our Values

- Book ownership
- Equity
- Diversity
- Social and Emotional Development Advocate
- Child focused
- Literacy
- Accountability
- Building relationships (in and with the community)



Message From Our President



Now that the pandemic is behind us, Twice Upon a Time has resumed its regular activities. Over the course of 2022, we reopened our free bookstores and bookshelves at BGC Ottawa-Don McGahan Clubhouse, Heartwood House and Overbrook Community Centre, and began recruiting more volunteers to help at these and other locations.

One of our priorities at Twice Upon a Time is to be able to connect with the community and offer the necessary services to vulnerable families and children. This past year has been dedicated to strengthening our partnerships and reestablishing our presence in local communities.

As we reconnect with our partners and local families, we are gaining a new understanding of changing needs and ever-present challenges. Our team is working hard to put in place a new service delivery model to increase the activities of our organization. In 2024, we will celebrate our 10th anniversary. The plans we began to develop over the past year will ensure that Twice Upon a Time is able to continue to serve the community in the decade to come.

I would like to thank our incredible team of volunteers and our donors, without whom none of this would be possible. As a mother, I am thrilled to be part of an organization that promotes literacy and the love of reading by giving free books to children in Ottawa's most vulnerable communities. I am proud of the work we have done over the past year as we begin this exciting new chapter of Twice Upon a Time.

A handwritten signature in dark ink, reading "Audrey L. Lévesque-Aubut". The signature is fluid and cursive, with the first name "Audrey" and last name "Lévesque-Aubut" clearly distinguishable.

Audrey Lévesque-Aubut

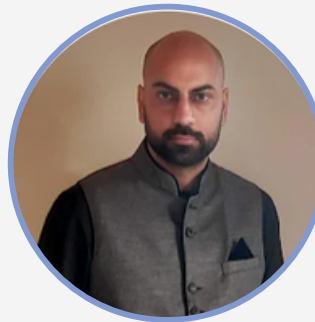
2022 Board of Directors



Audrey Lévesque-Aubut
President



Stephanie Plante
Vice President



Vishal Puri
Treasurer



Adrianna Hislop
Secretary



Karen Perras
Aquisitions



Leigh-Ann Coffey
Communications



Jena Wren
Communications



Adya Afanou
Fundraising



Barbara Clubb
Fundraising



Helena Merriam
Volunteers

In the Community

In 2022, Twice Upon a Time gave away 921 books from its BGC Ottawa-Don McGahan Clubhouse, Heartwood House and Overbrook Community Centre locations. An impressive number, given that these sites only reopened towards the end of the year!

We were also active in distributing books through our Special Covid-19 Project partners and neighbourhood special events.

Kids Today! Special Covid-19 Project

Through our Kids Today! Special Covid-19 Project, Twice Upon a Time worked with community partners to safely provide books to Ottawa children during the pandemic. In 2022, we delivered a total of 4,216 books to health centres and community associations, as well as our partners at Pikwakanagan (Golden Lake, Ontario) and Kitigan Zibi (south-west of Maniwaki, Quebec) First Nations.



We are now looking at new ways to improve and expand our service delivery model to best meet the current needs of local children and families, bringing the gift of reading to more homes in our local communities.



Other Community Projects

Twice Upon a Time provided 640 new and nearly new books to the Caring and Sharing Exchange's Sharing in Student Success annual backpack program.

We also provided 125 new and nearly new books for children and youth participating in Prezidential Basketball's weekly programs.

Overbrook Neighbourhood's 100th Anniversary

On August 6, 2022, Twice Upon a Time joined in the celebrations for Overbrook's 100th anniversary. At Overbrook 100 Day, our volunteers set up a colouring station and gave out over 75 new and nearly new books to neighbourhood families. We received a very warm welcome from the community upon our return to Overbrook since the start of the pandemic.



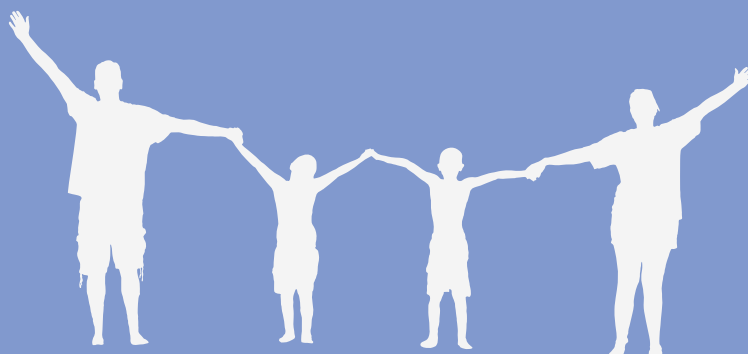
Give the Gift of Reading Initiative

In December 2022, Twice Upon a Time launched its Give the Gift of Reading initiative. Throughout the month of December, children and families visiting the free bookstore at Overbrook Community Centre could select a book to give to a family member or friend as a gift. Free gift wrapping was provided to encourage some festive cheer, with a total of 150 books with gift bags given out over a three week period.

Community Partners

Twice Upon a Time is proud to have worked with the following community organizations to distribute free books to kids in 2022:

- ALSO – Adult and Family Literacy
- Banff Community House
- Caring and Sharing Exchange
- Carlington Community Health Centre
- Confederation Court Community House
- Kitigan Zibi First Nation
- People, Words & Change
- Pikwakanagan First Nation
- Prezidential Basketball
- Somerset West Community Health Centre Projects
 - Ottawa Newcomer Health Centre
 - Rochester Heights Community House
 - Rosemount and Eccles Branches, Well Baby and Child Clinics
- South-East Ottawa Community Health Centre
- Van Lang Field House Projects (Westboro Beach Community Association)



Book Acquisitions

Twice Upon a Time once again received a record number of new and nearly new books from donors. 8,985 books were donated to our organization in 2022, double the amount from 2021! We are very grateful for the generosity of our book donors.

We are also grateful to local bookstores who continue to accept donations on our behalf. Thank you to Books On Beechwood, Coin du Livre, Octopus Books and Singing Pebble.

Special Donations

We extend our appreciation to the following individuals, each of whom donated over 100 new and nearly new books to Twice Upon a Time in 2022:

Savannah Beattie and son James Thickett
Rhonda Birenbaum
Campbell-Hogue Family
Sue Cole
Kerry Graydon-Tsang
Bev Grostern
Lisa-Marie Hall
Alanna and Myanna Macdonald
David Mendeloff
Josiane Polidori
Jo Saunders
Tamara Taub & family

Twice Upon a Time would also like to thank the following groups who organized book drives on our behalf:

Buy Buy Baby, Ottawa
Grade 6, Joan of Arc Academy
94th Ottawa Guides Group
West Carleton Secondary School Key Club

Atlético Ottawa

2022 saw the beginning of a partnership between Twice Upon a Time and Atlético Ottawa, the city's professional soccer team playing in the Canadian Premier League. At a spring hometown game, fans were encouraged to bring nearly new books to donate to Twice Upon a Time. More than 350 books were collected and deposited at our booth on the "bridge," which fans had to cross in order to get to the south stands. Teenage volunteers and Atlético players alike were involved in promoting this initiative and collecting books. There will be a second "Twice Upon a Time Night" at the Atlético game on September 2, 2023.



Purchases

Twice Upon a Time's Acquisitions Committee was able to purchase 1,445 new books in 2022 for a total cost of \$10,803 thanks to the Fundraising Committee's hard work in securing special grants and through their fundraising campaigns.

Acknowledgements

We love the space at our new storage locker, which we acquired at the end of 2021. We are thrilled and excited to be able to fill it with new book purchases as well as donations of new and nearly new books received from our generous donors.

A big thank you to volunteer Sue Cole, who continues to help sort books and keep the locker well organised. We also extend our thanks to Kris Banerjee who coordinates the drop-off of book donations to the storage locker. Special thanks to Kris Banerjee, Barbara Clubb, Sue Cole, Cassie Hislop, Karen Perras and Julie Rancourt, who helped select and deliver books during 2022.

To our Acquisitions Committee volunteers - Kris Banerjee, Sue Cole, Kim Ferguson, Karen Perras, Julie Rancourt and Leslie Toope - thank you so much for all you do for Twice Upon a Time to help give free books to Ottawa kids. Your dedication, time and efforts are very much appreciated!

Volunteers

In 2022, we were happy to resume our regular operations with some of our partner organizations. We began by setting up a pop-up operation as part of the Overbrook neighbourhood's 100th anniversary celebrations in August 2022. We encouraged families and children to pick out books and read together on the blankets we provided.

In October, our volunteers returned to Overbrook Community Centre on Saturdays and every second Wednesday evenings. We also resumed twice monthly visits to the BGC Ottawa-Don McGahan Clubhouse. In December, we participated in Santa's visit to the Overbrook Community Centre and gave away 150 books as part of our Give the Gift of Reading initiative. Finally, we made preparations to return to the Taggart YMCA Newcomer Housing Services starting in January 2023. What a joy it has been to get back to seeing children and families enjoying the collection of books they can select from!



We are continuing to recruit new volunteers interested in serving our communities by posting opportunities through the Volunteer Ottawa website and encouraging applications through social media. We are slowly returning to having enough volunteers to operate our various locations.

Acknowledgements

Our Secretary Adrianna Hislop stepped down from our Board of Directors in November. Adrianna served on the board since 2019 and helped keep our meetings organized and running, switching to Zoom meetings during the pandemic. We want to thank Adrianna for her contributions to Twice Upon a Time.

Our Vice President Stéphanie Plante became a newly elected councillor with the City of Ottawa and had to step down from our Board as well. Stéphanie brought great ideas to our Board and her energy and enthusiasm for books and reading will be missed. We wish her all the best in her new role serving her community!

We would also like to recognise Adya Afanou (Fundraising) and Jena Wren (Communications), who both stepped down from the Board of Directors in late 2022. Adya continues to support Twice Upon a Time as part of the fundraising committee. Thank you both for giving so generously of your time and talents!

To all of our volunteers, thank you for giving so generously of your time and talents. A special thanks to our site leads Laura May, Jennifer Reynolds and Marni Squire.



Volunteer Spotlight: El and Courtney

Before volunteering at Twice Upon a Time, we did not know each other. We were both searching volunteer job boards for opportunities to get out into the community and make a positive impact. We were both drawn to Twice Upon a Time's mission of giving the gift of reading. El started at the pop-up book stand in the Overbrook Community Centre in September 2022 and Courtney started almost a month later in October.

Volunteering together most Wednesdays over the past 6-7 months has allowed us to build connections with the children who frequent the community center for afterschool programs. We love how as soon as we walk by with the book cart, we see the kids smiling and hear them saying "books today!" They are just as excited to see us as we are to see them. It has been a delight getting to know them and their interests. It helps us cultivate a bookshelf we hope they're excited to choose from!

One story that we both love is about a four year old girl we see every week who comes with her mom; her mom was pregnant and each week the little girl would ask to choose a book for her brother who was arriving in a few months. In February, he was born and we got to meet him. We love knowing that he already has a little library of his own and that his sister and mom are excited to read to him!

In the quiet parts of the volunteer shifts, we love to look through the books on the shelf, reminiscing about the books that had a huge impact on our childhoods and reading new ones that we do not recognize. We are so grateful to the pop-up book stand for bringing us together and giving us the chance to play a role in fostering the love for reading and literature in children, much like how it was fostered in us when we were younger.



Fundraising Campaigns

In 2022, Twice Upon a Time entered what would be the final formal year of the pandemic. For most charitable organizations, the work of raising funds became more difficult as individuals and families faced rising costs of living and related pressures. Everyone had to make difficult choices about charitable donations.

Like many organizations, Twice Upon a Time lost some donors, but we were fortunate to also gain new ones. While individual donations slipped slightly, grants increased significantly. The combined funds received from individual donations and grants resulted in the best fundraising year in our almost 10-year history.

Twice Upon a Time mounted two major fundraising appeals, the first in June and the second in December. We launched our ReconciliAction – Best Indigenous Kids Books campaign and maintained this as a major focus throughout 2022. The goal of the ReconciliAction campaign has been to offer Ottawa kids, as well as our Indigenous partners very close to Ottawa, materials by First Nations, Métis and Inuit authors and books that feature these communities' stories, history, cultures and characters. Using funds from two grants, we purchased more books in this category under the guidance of representatives from our Indigenous partners. These grants also helped us purchase books to support children with low vision.



Donor Spotlight:

Mme Rachel's Grade 1 class



Fostering a love of reading and supporting literacy is at the centre of what we do. We were thrilled to receive a donation from local Ottawa teacher, Mme Rachel, on behalf of her Grade 1 class in celebration of their reading achievements. Mme Rachel's French Immersion class at Broadview Public School read a remarkable 2,880 French books from November 2021 to June 2022!

The twenty students read all kinds of books about animals, science, transportation, and much more. Students received a certificate and prize after reading 100 books. Eli Mallach read a grand total of 500 French books this school year after learning that another student had read 500 books a few years prior.

Following Mme Rachel's generous donation, parents of the Grade 1 class decided to match her donation as a "thank you" for her marvelous teaching. We are so thankful to have received over \$500 in donations from Mme Rachel, her students and their parents! Thank you, Mme Rachel, for inspiring your students and for supporting our mission to develop children's literacy in Ottawa.

Individuals often donate to Twice Upon a Time to say thank you to dedicated teachers and librarians, to commemorate important birthdays and other milestones, and to honour friends and family members who are passionate readers. The next time you are looking for a meaningful gift for someone special, please consider making a donation to Twice Upon a Time on their behalf.

Financial Donors

Twice Upon a Time acknowledges with gratitude our individual, organizational and corporate donors. All attempts have been made to verify the accuracy of this list and respect any donor's wish for anonymity. Please contact us to correct any errors which may have occurred.

\$1000 and greater

Cajole Inn Foundation | Ottawa Community Foundation
United Way Eastern Ontario (individual donor designation) | Anonymous (2)

\$400 to \$999

Miriam Bloom | Barbara Clubb | Alice Hutton & Scott Gordon
Kiwanis Club of Rideau-Ottawa | Marni Linton | Karen & Tim Perras | Elizabeth Reicker
Anonymous (1)

\$100 to \$399

BGIS-Northern Region-Eastern Charity Bingo | John Black | Valerie Bryce
Camrose Burdon | Kevin Burns | Leigh-Ann Coffey | Rich Coleman | Deborah Cowley
Terry Cullinan | Oliver Dragon
Reconnaissance de la classe de Mme Rachel de Broadview School | Stacey Holmes
Greg John | Barbara Kaye | Susan Lewis | Helena Merriam | Laura Muldoon
Sarah Simpkin | Marni Squire | Cecilia Tellis | Leslie Toope | Linda Vanderlee
Sarah Visintini | Jason Wilson | Alexandra Yarrow | Cabot Yu | Anonymous (18)

Up to \$99

Bonnie Campbell | Phyllis Clark | Carole Clubb | Jaime Coffey | Dawn Cooper
Susan Copeland | Samy Coulombe | Frances Davidson-Arnott | Renée de-Gannes Marshall
Margaret Elson | Alison Harding-Hlady | Kendra Hawley | Tony Horava | Violet Karbalaie
Ann Knechtel | Helene Lamb | Ruth & Fred May | Danielle Miron | Gillian Misener
Maureen Moloughney | Sarah Overington | Paypal Giving Fund Canada
Lindsay Setzer | Coralie Sheehan | Maxine Simpkin | Anonymous (24)

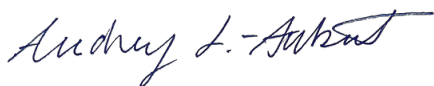
Financial Statements

Statement of Financial Position

As at December 31, 2022

	2022	2021
Assets		
Net Cash	\$ 39,542	\$ 33,829
CanadaHelps deposit outstanding	1,512	2,046
Prepaid expenses	1,602	1,428
Total assets	\$ 42,656	\$ 37,303
Liabilities and Net Assets		
Net assets	\$ 42,656	\$ 37,303
Total liabilities and net assets	\$ 42,656	\$ 37,303

On behalf of the Board:



Audrey Lévesque-Aubut
President



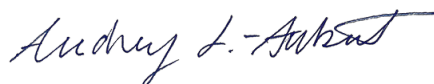
Vishal Puri
Treasurer

Statement of Operations and Changes in Net Assets

For the year ended December 31, 2022

	2022	2021
Revenue		
Donations	\$ 21,339	\$ 21,610
Grants	4,000	-
Fundraising initiatives	-	-
	25,339	21,610
Expenses		
Book acquisitions	11,342	20,195
Storage rental	3,671	3,125
Memberships	820	1,163
Marketing and promotion	867	1,107
Insurance	1,017	899
Events	-	-
CanadaHelps processing fees	494	539
Supplies and other	1,775	3,440
HST recovered	-	-
	19,987	30,468
Excess of revenue over expense:	5,353	(8,857)
Net assets, beginning of year	37,303	46,161
Net assets, end of year	\$ 42,656	\$ 37,303

On behalf of the Board:



Audrey Lévesque-Aubut
President



Vishal Puri
Treasurer

2022: By the Book



Revenue

\$25,339

Donations \$21,339

Grants \$4,000

\$19,987

Expenses



Book Purchases
\$11,342

Other Expenses
\$8,645



Books Acquired 10,430

Donated 8,985

Purchased 1,445

6,127 Book Distributed

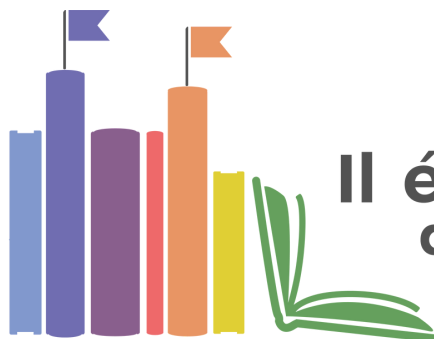


Covid-19 Project
4,216

Programs & Events
990

Bookshelves & Pop-ups 921

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Registered Charity No. 803095777 RR0001

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