

LEARNSPHERE ANNUAL REPORT

2022 / 2023



LETTER FROM THE CHAIR

We are delighted to present our 2022-23 Annual Report, providing an overview of our accomplishments and the progress we have made, post-pandemic.

Like many organizations, the effects of Covid-19 served as an important inflection point for LearnSphere. It forced us to quickly adapt, reorient to the new normal and set LearnSphere on a new three (3) year strategic path, appropriately named LearnSphere 2.0. Our focus for 2022-25 is to execute a clear strategy that will enable us to reach more clients and have more impact on their organizational success. We are more committed than ever to providing people and organizations with the knowledge, skills and tools needed to thrive in this rapidly changing economy.

While we will continue to deliver the high-value outputs and programming for which we are best known in the Atlantic region, the coming years will see LearnSphere's growth be mainly fueled by diversification and geographic expansion, both with a focus on the creation of value innovation.

The last year reminded us again that change is inevitable and constant. Despite a challenging environment, our relentless focus of bringing value to all our stakeholders helped to propel us forward. We welcomed new partners across Canada, deepened relationships with those who benefit from our projects and programs and created new innovative content to continue to meet evolving client needs. Throughout, we also managed to surpass our client satisfaction goal of 90%.

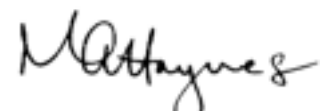
Furthermore, as part of our own digital transformation, we implemented a new Learning Management System (LMS) and Customer Relationship Management (CRM) software to further enhance client experience and engagement. Our LMS will improve the learner experience and enable us to better measure and report on outcomes while our CRM will enable us to better manage stakeholder relations.

Our progress as an organization would not be possible without the unwavering commitment and support of our Associates, partners and funders. We applaud their steadfast dedication in contributing to our mission of helping organizations to prosper. As stewards of government project funding, we are equally committed to achieving maximum outcomes while ensuring timely and transparent reporting to guarantee prudent use of public funding.

On behalf of the Board, I would like to thank Annette Comeau, CEO of LearnSphere, and her team for leading the organization during this unprecedented time. They demonstrated their resilience and ability to adapt quickly to change while staying true to LearnSphere's values, a set of core beliefs that guide how we approach everything we do. The Board maintains its total confidence in LearnSphere's leadership and its strategy, LearnSphere 2.0, to help further diversify and expand across Canada.

This is my final year serving as Chairperson, a role I have cherished. I have witnessed a significant evolution at LearnSphere, with its expansion first across the Atlantic region and then across Canada. I could not be prouder of the work we have accomplished together. I would also like to thank my fellow Board members for their dedication, expertise, and strategic direction over the past fiscal year. As volunteers, they remain collectively committed to charting a path forward that will ensure we provide even greater value to the people and organizations we serve.

It has been an honour and a pleasure to serve as LearnSphere's Chair.



Martin Haynes
Chairperson of the Board

PROJECTS AND PROGRAMS 2022-2023

ProfitLearn

Our flagship program continues to be the source of business management training and coaching support for SMEs in New Brunswick. Time is a precious commodity for SMEs so that is why our workshops are designed to provide actionable knowledge and tools that can be implemented immediately.

Training for the Non-profit Sector (TNPS)

Non-profits play an important role in the economic and social wellbeing of citizens. TNPS provides training and coaching to help non-profits, including their Boards of Directors, staff and volunteers, to maximize their impact. Topics include board governance, strategic planning, communications, change management, among many others.

ACCENT for Horizon

The program helps leaders build their team's success at providing service in the language of choice at Horizon facilities. The program is aimed at ensuring staff **1)** have a better understanding of Horizon's expectations for providing language of choice, **2)** are more informed and better equipped to engage and **3)** support their teams and know where to find the tools and resources they need.

Commercialization and Innovation

LearnSphere's Commercialization Consulting and Mentoring (CCM) Program helps businesses and institutions get products from the research and development stage to commercial launch. By providing just-in-time support to innovators in the critical window between product development and first sale, the program has been valued across Atlantic Canada and has contributed to many success stories in the region. It is efficient, easy to access and well-known in the innovation ecosystem.

Supply Chain 1-2-3

Supply Chain 1-2-3 program is designed to equip businesses to sell into a specific sector's supply chain. We have delivered programs in the Defence & Ocean Tech, Food & Beverage, and Energy sectors in Atlantic Canada, British Columbia, Manitoba, Quebec, and Saskatchewan.

The program is founded on Canada's Skills for Success model, skills that provide Canadians with everyday skills needed for work, learning and life.

Women in Leadership Retreat

As part of the Supply Chain 1-2-3 program, LearnSphere piloted a peer-to-peer women's leadership retreat in British Columbia, Quebec and Atlantic Canada. Women in mid-level management positions came together to be empowered and inspired to become better leaders, propel their success, and strengthen their networks.

Export Funding NB

This program provides financial assistance to help New Brunswick SMEs increase sales outside the province. The program covers specific incremental activities provided by consultants for market research, export plan or strategy development, lead generation and sales activities, export focused website additions and SEO, digital ads or social media strategy, coaching support and more.

Export Funding PEI

This program is open to businesses operating in Prince Edward Island. The program covers specific incremental activities provided by consultants for market research, export plan or strategy development, lead generation and sales activities, export focused website additions and SEO, digital ads or social media strategy, coaching support and more.

Resources for Women entrepreneurs

LearnSphere developed several bilingual standalone resources targeting women entrepreneurs in New Brunswick. The resources developed were based on findings from a focus group and included topics such as when to hire, finding support, pricing, a social media guide and a start-up checklist.

Public Legal Education and Information Service of New Brunswick (PLEIS)

LearnSphere has been supporting PLEIS since 2019 to fulfill the deliverables for their 5-year Workplace Sexual Harassment project (Safer Places NB) funded by the Department of Justice.

LearnSphere's roles have included:

- Providing subject matter expertise on workplace law
- Developing in-person and asynchronous learning programs and supporting documentation
- Securing a learning management system for PLEIS to deliver asynchronous learning
- Designing / leading two stakeholder consultation processes (2019 and 2022)
- Analyzing stakeholder input and creating reports to inform the project
- Delivering training to employers and employees

THE YEAR IN NUMBERS

PROGRAM DELIVERY

1018

Organizations we worked with to help them prosper

256

Training sessions delivered

3180

People who attended training sessions

293

Coaching hours delivered

8

Provinces where we worked

91%

Client satisfaction

OUR TEAM

8

Staff

50

Associates

69

Partners

12

Board Members

5

Provinces represented on the Board

OUR FUNDING

9

Project Funders

Federal and provincial government departments, agencies, and crown corporations

\$2.9M

Annual Project / Program revenue



FINANCIALS

MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

The accompanying summarized financial statements of LearnSphere Canada Inc./ SavoirSphère Canada Inc are the responsibility of management. They have been derived from the organization's complete financial statements which have been audited and prepared in accordance with generally accepted accounting principles for non-profit organizations.

The Board of Directors discharges its duties relating to the financial statements primarily through the activities of its Audit and Risk Management Committee. The Committee meets at least annually with management and the external auditors to review both the financial statements and the results of the audit examination with respect to the adequacy of internal accounting controls. The external auditors have unrestricted access to the Audit and Risk Management Committee.

The summarized financial statements are based on the audited statements prepared by Curry & Betts on behalf of the membership. The Board of Directors met on June 5-6, 2023, and approved the financial statements.

Annette Comeau
Chief Executive Officer

Amy Boudreau
Chief Operating Officer

Summarized Statement of Financial Position – for the year ended March 31, 2023

ASSETS

Current	2023	2022
Cash	\$994,288	\$783,318
Accounts receivable	\$620,426	\$646,636
Government remittances receivable	\$64,137	\$23,921
Prepaid expenses	\$13,700	\$15,208
	<u>\$1,692,551</u>	<u>\$1,469,083</u>
 Capital assets	 \$25,804	 \$30,696
	<u><u>\$1,718,355</u></u>	<u><u>\$1,499,779</u></u>

LIABILITIES AND NET ASSETS

Current	2023	2022
Accounts payable	\$558,247	\$496,727
Unearned revenue	\$129,205	\$3,367
	<u>\$687,452</u>	<u>\$500,094</u>
 Net assets		
Unrestricted net assets	\$1,030,903	\$999,685
	<u><u>\$1,718,355</u></u>	<u><u>\$1,499,779</u></u>

Summarized Statement of Operations - for the year ended March 31, 2023

Revenue	2023	2022
Projects	\$2,938,400	\$3,034,591
Less: direct project expenses	\$1,876,475	\$1,969,738
Net project contribution	\$1,061,925	\$1,064,853
Membership fees	\$44,949	\$37,173
Other	\$59,193	\$14,987
	\$1,166,067	\$1,117,013
Expenditures		
Human resources	\$858,774	\$825,205
Amortization of capital assets	\$7,117	\$11,809
Other	\$268,958	\$208,555
	\$1,134,849	\$1,045,569
Excess of revenue over expenditures	\$31,218	\$71,444

OUR TEAM



Annette Comeau
Chief Executive Officer



Amy Boudreau
Chief Operating Officer



Janet White
Controller



Laura Maynard
Senior Project Manager



Hannah Westner
Senior Project Manager



Sally Marchand
Project Manager



Carolyne Mongrain
Project Coordinator



Mylène Roy
Project Coordinator



Sheila Roussel
Communications and
Administrative Assistant

OUR GOVERNANCE

CHAIR



Martin Haynes

Chief Strategy Officer
Medavie

VICE-CHAIR



Rachelle Gagnon

Vice-President, People & Culture
Champlain Seafood

TREASURER



Dave Ferguson

Former Clerk of Executive Council
and Secretary to Cabinet

DIRECTOR



Donald G. Whitty

President - Learning
Calian Group Inc.

DIRECTOR



Isabelle Dasylla-Gill

Executive Director
Société acadienne et francophone de
l'Île-du-Prince Edward Island

DIRECTOR



Mélanie McGrath

Partner
Bell McGrath

DIRECTOR



Leonard Pecore

Founder and Corporate Director
Genoa Design International Ltd

DIRECTOR



Eric Joseph Christmas

Entrepreneur and Liaison for the
advancement of the Indigenous
community

DIRECTOR



Byron James

Former Clerk of Executive Council
And Secretary to Cabinet

DIRECTOR



Alison Stultz

Vice President of People & Culture
Atlantic Lottery Corporation

DIRECTOR



Tracy Clinch

President and CEO
Masitek Instruments

DIRECTOR



George Pérusse

Former Judge of the Provincial Court

OUR ASSOCIATES



Ana McRae

Ana McRae Coaching



Andy Clark

Clarkie Consulting



Andy Horsnell

Andy Horsnell
Consulting



Benoît Hubert

P.G.F. Consultants Inc.



Bruce Joshua

Capstan Consulting Ltd.



Carl Duivenvoorden

Change Your Corner



Carolyn Watson

Cwatson HR Consulting



Christine Johnston

The Chapman Group



Cyrille Simard

CCNB - Collège
communautaire du
Nouveau-Brunswick



Dale Thibodeau

DJ Thibodeau and
Associates Inc.



Daniel Hoyles

Profitual - Daniel Hoyles



David Barnett

Advantage Liquidity
Partners Ltd.



David Landry

Peach Marketing



Diane Carey

Carey Consultants



Erica Waddell

Post Road Marketing



Esther Hephzibah

Shine Transformation
Solutions



Hayley Bohan

Marketing On Purpose



Hazel Howland

Hazel Howland



Heather McDonald

Hala Connected



Janice Goguen

Oliva Strategies Inc.

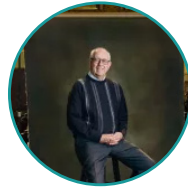
OUR ASSOCIATES



Janna Hare
Spark Leadership Inc.



Jason Sirois
Visualiiz Management Consulting



Jean-Guy Vienneau
JGV Consultants Inc.



Jennifer DeWare
Visualiiz Management Consulting



Joel Bourque
NuFocus Strategic Group



Julie Thériault Guitard
Centre Inspire Action Centre



Laura O'Brien
Stiletto



Laurie Bourque
Kensington Associates



Lori-Ann Cyr
Diversis inc.



Marc Charbonneau
dIP Business Consulting Inc.



Marc Grandmaison
NuFocus Strategic Group



Mary Milliken
Mary C. Milliken



Meg Collins
Resonance Inc.



Melissa Irvine
Centre Inspire Action Centre



Michelle Alcorn
R&R Solution



Michelle Levesque
Inspire Leadership Inc.



Monique Gallie
Gallie Executive Advisory Inc.



Nicole Smith
Nicole Smith Conflict Management



Peter Chapman
SkuFood



Pierre LaPlante
NuFocus Strategic Group

OUR ASSOCIATES



Pierre Tomson
P.G.F. Consultants Inc.



Rachelle Richard-Collette
R&R Solution



Renel Ouellette
Centre Inspire Action
Centre



Richard Thériault
NuFocus Strategic
Group



Rick Nicholson
Advantage Liquidity
Partners Ltd.



Rino Maltais
R2 Solutions Emplois/
Employment Solutions



Rivers Corbett
AskRivers



Sara Phelan
NuFocus Strategic
Group



Scott Christian
Insight Consulting &
Evaluation



Scott MacIntosh
Second Spring Digital
Inc.



Scott Murray
DataAngel Policy
Research Incorporated



Sue Oguchi
Sue Oguchi



Tanya Chapman
The Chapman Group



Trisha Perry
Resonance Inc.



Wendy Keats
Keats & Associates



Yves Page
GEMS Consultants Ltd.



OUR FUNDING PARTNERS

We would like to thank the many partners and funders we have worked with this year



Public Legal Education
and Information Service
of New Brunswick



Service public d'éducation
et d'information juridiques
du Nouveau-Brunswick



Atlantic Canada
Opportunities
Agency

Agence de
promotion économique
du Canada atlantique



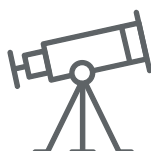


ABOUT LEARNSPHERE



MISSION

Helping organizations prosper



VISION

To be the most valued partner supporting organizational success

Our Reach

Canada

British Columbia

Alberta

Manitoba

Quebec

New Brunswick

Nova Scotia

Prince Edward Island

Newfoundland & Labrador

Abroad

Central Africa

West Africa

France

China

Jamaica

What We Do



Knowledge & Skills Development for Canadian Organizations

LearnSphere designs, develops and implements comprehensive, evidence-based learning solutions. We help people and organizations across Canada improve their knowledge, skills and abilities in the workplace.



Program Administration for Government

We administer a variety of government-sponsored programs. We are a reliable and trusted partner of provincial and federal government departments and agencies, administering multiple programs since 2000.



International Development

For over 20 years, LearnSphere has exported some of its unique learning and development solutions to help developing countries achieve resilient and equitable growth. Our expertise has contributed to reducing poverty and inequality - especially for women, youth and disadvantaged populations - by helping to create better skills for the future.

WE ARE



A consortium of 50+ fully vetted organizations known as LearnSphere Associates



Certified in Results-Based Management



Recognized for solid management, governance and stewardship of funds



Fully Bilingual



An independent, federally incorporated non-profit organization



Certified by CyberSecure Canada

AREAS OF FOCUS

- Supplier Development
- Business & Organizational Management Skills
- Board Governance
- Women Leadership
- Export Development
- Workforce Planning
- Innovation & Commercialization
- Capacity-Building for NGOs



LearnSphere has designed and delivered training to **60,000+** people with **3,000+** organizations throughout Canada and in more than 20 countries worldwide.

Learn • Innovate • Scale • Prosper

Visit www.learnsphere.ca to learn more about our programs and services or email info@learnsphere.ca

565 Priestman Street, Suite 201,
Fredericton, NB, Canada
E3B 5X8



LearnSphere / SavoirSphère



@learnsphere