

VENTURES COMMUNITY FUTURES DEVELOPMENT CORPORATION

Your Complete Small Business Service Centre



CF News Quarterly

business/entreprises
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*Centre de services aux entreprises
Canada - Saskatchewan
Business Service Centre*

Ventures Community Futures Development Corporation

Wishes to Announce the Following Training Opportunities

Marvelous Marketing

March 22, 2006 Yorkton, SK 9:00 AM to 4:30 PM

Gain understanding of the marketing process, learn about market research to determine the feasibility of your idea and then learn about the basic tools to develop and implement your own marketing strategy. This is a great workshop for current business owners and potential business owners alike!

Cost: **\$80.25** for full members of Women Entrepreneurs (W.E.) **\$128.40** for associate members and Non-members

Human Resources Management

April 12, 2006 Yorkton, SK 9:00 AM to 4:30 PM

You will be provided with techniques for screening, interviewing and hiring the successful candidate. Understand the important role that successful retention will play in your business. Learn the basic tools to assist you in leading, coaching and motivating your employees as well as disciplining and terminating employees that are not helping your business move forward.

Cost: **\$80.25** for full members of Women Entrepreneurs (W.E.) **\$128.40** for associate members and Non-members

The above workshops will be presented in partnership with Women Entrepreneurs of Saskatchewan. These workshops are open to all. *To register please contact Women Entrepreneurs of Saskatchewan at 1-800-879-6331.*

To view workshops offered by Ventures Community Futures, please see our website at www.venturescfdc.com.

UPCOMING EVENTS OF INTEREST

2006 National Conference on CED & Social Economy
March 15—18, 2006, Vancouver, BC
Call Jaie Skalin 250-386-9980 ext 109

Yorkton Spring Expo
April 7—9, 2006, Yorkton, SK
For more info 306-783-4800

Bowl for Kid's Sake
(Big Brother/Big Sisters of Yorkton)
April 15—17, 2006
Call 306-782-3471 to register your team

Introduction to Value Chains & Crafting Strategies
February 16, 2006, Yorkton, SK
Call Bryan Kosteroski 306-975-6851
or Gary Coghill 306-787-8537

2006 Spring Conference
Are we market-ready, trade-ready and/or service-ready?
Call Nancy Rathgaber 306-787-9844

Lions Trade Show & Sale
April 21 & 22, 2006, Preeceville, SK
Call Brian Yates at 306-547-2812 (w) or 306-547-2276 (h)

Board Basics— Building a Better Board
March 8, 2006
Regina, SK
Call Lisa Erickson 306-975-5960

SEDA Module Training (Modules 1-4)
April 5—7, 2006
Preeceville, SK
Call Chlorisa Erickson 306-547-2810

Mill Operator Training (Mineral Processing)
www.edu.mine.com
Call 250-847-6121 for more information

Opportunities in Tourism
February 21, 2006 (full day session)
Yorkton, SK
Contact 783-7332
Registration Deadline: February 15, 2006

Business Succession Symposium
February 6 & 7— Edmonton
February 8 & 9— Calgary
Call 1-800-272-9675 for more information

SEDA Conference
February 22 & 23, 2006, Saskatoon, SK
Call 1-306-384-5817 for more information

Canada Job Fair
Germany March 2006
Call Walter Garchinski 306-280-6741

Rock the Farm (Ages 18-30)
February 10—12, 2006
Red Deer, AB
Call 780-372-4021 for more information

ACRE Opportunity Conference
March 1, 2006 (1:00 to 4:00)
Melville, SK
Prince William Motor Inn
Banquet Room "A"

Tips for Managing Your Business

The success of any business is closely related to how well a business is managed. Good management is the root source of business growth.

Managing your business is an application of strong leadership, a positive attitude, solid business knowledge, and good people skills. It is the ability to influence and make decisions; and it is the ability to inspire and lead others. Acquiring good management skills is like putting money in the bank.



Here are some good management practices that can influence your bottom line:

- Develop a comprehensive business plan with a budget. Use this plan as a measuring tool to see where your business is at any given time. The plan will help keep you on track to your goals.
- Develop clear job descriptions for your employees and yourself. Some reasons for developing a job description for employees include: productivity increases when they have a clear understanding of what is expected of them, lessens the risk of duplication, and it is a road map for performance evaluation. Having a clear job description for yourself helps to develop your priorities and will keep you from doing trivial tasks that can be done by employees.
- Good customer relations can go a long way to keeping your current customers happy and to increasing your customer base. You need to be responsive to your customer’s needs so listen to your customer’s comments and suggestions. Look for total solutions for customers even if this means moving beyond your traditional business boundaries. Look for ways to keep your customers even if this means doing something you normally wouldn’t do.
- Good record management not only makes life easier, it can lessen the stress at tax time. Keep your business and personal expenses separate. Use a separate bank account for your business.
- Use invoices that encourage action, people will more likely pay attention to a specific payment date rather than the 30, 60, 90 days on most invoices.
- Some small business owners may carry too much inventory, reducing cash flow, and do not realize the dollar value they have in inventory. There is a fine line between keeping too much inventory and not enough.
- When giving or receiving information, don’t hurry. Take the time needed to truly understand. It prevents future problems and misunderstandings.
- Most employees work hard and want your business to succeed, so treat them right. Show interest in them and compliment their successes; they’ll be more likely to remain working for you and apt to be more motivated in their work. Hiring and training new employees can be a huge expense to your business.
- Diversify beyond one product or service line to reduce vulnerability.
- Don’t expect too much from yourself! Many business owners lack the time or the skills to be able to be experts in every area of their business. Surround yourself with people who can help make your business a success. Hire good employees and professional services. A mentor can also be a valuable source of knowledge.

Saskatchewan Success Update “Milligan Bio-Tech Expands”

Milligan Bio-Tech has expanded, purchasing a 6,000 square foot office and warehouse building east of Foam Lake. This building will become the company’s head office, its oilseed crush plant, and biodiesel manufacturing facility.

For more information on Milligan Bio-Tech view their web site at www.milliganbiotech.com



5 DAYS ON THE ROAD TO BUSINESS SUCCESS!

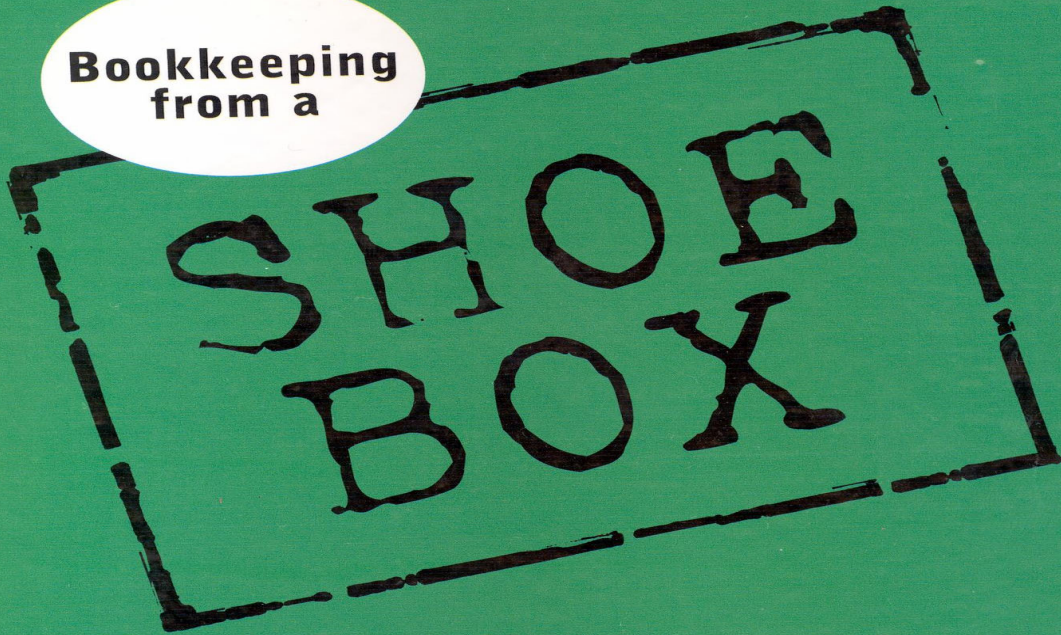
- ✓ **Identifying Business Opportunities**
- ✓ **Introduction to Business Planning**
- ✓ **Developing Projections**
- ✓ **Developing a Marketing Strategy**
- ✓ **Customer Service**
- ✓ **Writing Effective Proposals**
- ✓ **Time Management**

**For More Information
call Ventures Community Futures at
1-877-782-0255 or in Yorkton at 782-0255**



BOOKKEEPING

**Bookkeeping
from a**



Presented by

Ventures Community Futures Development Corporation

Bookkeeping from a Shoebox is a comprehensive 32 hour workshop. This workshop takes you through the complete bookkeeping process for one month of a typical retail operation. You will record daily transactions. You will then learn how to post to the general ledger and complete a trial balance. At the end of one month you will be able to take the information from the trial balance to complete the balance sheet and income statement. You will also learn how to do payroll and how to complete the necessary government forms such as TD1 Forms, PST Return, GST Return, Payroll Remittance Form, Record of Employment Form (ROE), T4 Slips, and T4 Summary.

Once you have completed *Bookkeeping from a Shoebox*, you will be able to perform the functions necessary to establish and maintain a set of books for a small business.

**Call Ventures CFDC at 782-0255 or 1-877-782-0255
For More Information or to Register for the Next Session**

“Limited Seating”

SUCCESS STORIES—BUSINESSES THAT HAVE WHAT IT TAKES TO SUCCEED!

Safety Bath Inc., a company located in Ituna, Saskatchewan, has recently expanded into the world marketplace by adding an Australian dealership to its growing family of dealers. While this is the first international partnership for Safety Bath Inc. a number of international markets have expressed interest, including Chile, Japan and Russia. In Canada and the US, a dealer network of over 50 dealers has been established and is growing rapidly. Where at one time Safety Bath Inc. was seeking interested dealers, dealers are now seeking Safety Bath Inc.

Safety Bath Inc. began in Ituna in 1992 when a locally raised man, Ladimer Kowalchuk, began searching for a bathtub that would improve the quality of life for his father, Nick Kowalchuk. Finding no products that would suit the needs of his dad, Ladimer decided to build a bathtub with a door and a seat that would make it possible for a person with limited mobility to have a bath. In time, the need for such a product prompted Ladimer to begin manufacturing the Safety Bath on a small scale.

From 1992, until the fall of 2004, Safety Bath Inc. operated "off the kitchen table". Interested buyers learned of the Safety Bath through word of mouth and through the Safety Bath website. In October, 2004, it was evident that the business was growing rapidly and the need for an office as well as a larger production facility became apparent. Until September, 2004, production was done in an 1800 sq. ft building, and then moved to an 8000 sq ft building when space became limited. Finally in March, 2005, a 12000 sq ft. building was purchased just outside of Ituna on Highway #15 N. to serve as the manufacturing facility. An existing building was renovated into an office at 504 5th Ave NE. At the present time Safety Bath Inc. employs a staff of 12 with more staff being hired in the near future as the company grows.

While similar bathtubs are now on the market, the Safety Bath has its own unique features. Compact size is made possible by an 'outward swing' door. This compact size permits the bathtub to be installed where space is limited and as well permits faster fill and drain time. Safety Bath also features one of the lowest entry steps on the market and a wide door opening for easier entry. Safety Bath is purchased complete with whirlpool jets, scald guard faucets, hand-held shower, a grab bar in the door and plumbing components.

In October 2005, Safety Bath Inc. unveiled the Safety Bath Supreme at the Medtrade Show in Atlanta, Georgia. The Safety Bath Supreme model is designed for institutional use and features Safety Bath's own totally hygienic San Air Whirlpool System, which prohibits contaminated fluids from entering the whirlpool system. Early in 2006, Safety Bath Inc. will introduce two additional models, the So-Lo and the So-Lo Alcove. Both models offer easy access and versatility. Both So-Lo models offer an excellent choice for seniors whose bathing needs are subject to change. Similar to a regular bathtub with a door, the So-Lo can be used in residential homes where one individual is able to bathe independently but another is not, as well as in assisted living facilities where the needs of various occupants change over time.

Safety Bath Inc. will also be attending three additional major tradeshow in the US within the coming year.... the International Builders Show in Orlando, FL in January 2006, the Kitchen and Bath Industry Show in Chicago, IL in April 2006 and the Assisted Living Federation of America Trade Show in San Diego, CA in May 2006.



The Safety Bath has made it possible for seniors and others with mobility problems to remain at home longer. It is used in assisted living facilities and care homes across North America. It has enriched the lives of people who are physically challenged and has simplified caregiving for those helping them.

As a small town Saskatchewan business, Safety Bath Inc. looks forward to a promising future.

Safety Bath Inc.

504 5th Ave NE

Ituna, SK

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Toll Free

1-877-826-6666

Website: www.safetybath.com

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Community Futures Funding Provided By:



Canada

*"Ventures Community
Futures Development
Corporation
is committed to
assist in the growth of
vibrant communities by
providing business and
technical
resources to
clients"*

VENTURES CFDC PROVIDES THE FOLLOWING BUSINESS SERVICES TO CLIENTS:

- ☆ Provide loans to qualifying small businesses up to \$125,000 on commercial terms
- ☆ Assistance in Business Plan Development
- ☆ Formatting of Business Plans
- ☆ Business Card Development
- ☆ Development of Color Brochures
- ☆ Personal Property Registry Searches and Registrations
- ☆ Free High Speed Internet Library with helpful book marked websites to assist in business development
- ☆ Canada Saskatchewan Business Service Centre Library



Call the VCFDC Office at 782-0255 or 1-877-782-0255 for Prices and Rates

Ventures Community Futures Development Corporation

will take part in all Career Fairs, please call us at 1-877-782-0255 or 782-0255 to let us know when you have an upcoming Career Fair.

Our message is that Entrepreneurship can be a viable career choice.

We also display some of our resources and provide information on steps to starting your own business. Young people will also get information on our Youth Business Excellence program and our Youth Entrepreneurship Conference.

ALWAYS LOOKING

Ventures Community Futures Development Corporation

**We are always looking for Partnerships in
Community Economic Development Projects.**

We encourage communities, Regional Economic Development Officers and Community Development Corporations to contact our Office for assistance or support on any development opportunities in East Central Saskatchewan.

BUSINESS INFORMATION WEBSITES TO EXPLORE!

Canada-Saskatchewan Business Service Centre
www.cbsc.org/sask

A Toolbox of Ideas for Smaller Centres
A website designed for helping to attract and retain immigrants
www.integration-net.cic.gc.ca/inet/english/profit/tbo/index.htm

Sustainable Business Online Resources
www.communityfutures.ca/provincial/SustainableBusiness

Young Entrepreneur's Organization
www.youthbusiness.com/

Interactive Business Planner
www.cbsc.org/ibp

Kick Start Your Biz
www.kickstartyourbiz.com

Western Economic Diversification
www.wd.gc.ca/

Excellence in Leadership
www.leadershipexcellence.ca

Small Business Planning Centre
www.bplans.com

Help Biz Owners
www.helpbizowners.com

All Business
www.allbusiness.com

Idea Café
www.ideacafe.com

Statistics Canada
www.statcan.ca

Aboriginal Business Canada
<http://abc-eac.ic.gc.ca/>

Sources of Financing
www.strategis.ic.gc.ca/sources