

**PEI Family Violence Prevention Services, Inc.**  
**Board Meeting**  
**April 21, 2010 (6:30-8:30pm)**  
**Location: Ch'town Police Association, Charlottetown, PE**

**Present:** Anne Nicholson , Lorne Cudmore, Daneen MacDonald, Valerie Campbell, Shauna Fuller, Patricia Roy, Dave O'Brien, Phil Matusiewicz (exofficial), Danya O'Malley (exofficial)  
**Regrets:** Cathy Aylward, Sharon O'Brien, Nancy Wallace, Brenda Profit

**1. Approval of Agenda**

**MOTION:** That the agenda be approved as amended to include an update on the Capital Campaign

**M/S:** Dave O'Brien / Lorne Cudmore

**CARRIED.**

**2. Joan MacDonald's Report**

Joan delivered a report to the board on the work she has been doing with the staff at Anderson House. The board had the opportunity to ask her questions about the progress of her work.

**3. Approval of Previous Minutes**

**MOTION:** That the minutes be approved as presented.

**M/S:** Dave O'Brien / Anne Nicholson

**CARRIED.**

**4. Capital Campaign Update**

- Phil has met with Rev. Bill MacLeod. He would like to involve his parish in the Capital Campaign.
- We are now set up to accept credit card donations for the Campaign.
- We are receiving a lot of in-kind work for various expenses around the Campaign.
- The Campaign Committee continues to meet weekly.

**5. Executive Director's Report**

- Phil talked about the funding we got for *Victims of Crime Awareness Week*. Daneen talked about the presentations that her and Michelle Buttery-Doucette have been doing around PEI for the week. They've been discussing the effects of children witnessing abuse. The presentation was two hours long and they brought some republished materials, such as a booklet for mothers. Some of the participants have asked for more of these resources.
- We now have workers from two Skills PEI programs- an intern at the business office and the workers for the renovation project through a work experience program.
- CMHC completed an audit on Second Stage. We will report more on the results of the audit in the next meeting.
- The business office will be relocating at the end of May. The location of the move is still to be determined.

- The line of credit that the board asked Phil to secure is now in place. If there is a balance on that line of credit when the Capital Campaign is finished it will convert to a mortgage.

**6. Donation Recognition Policy**

In section 3.1 it is proposed that we add the words “or in-kind contribution”. We have received a number of in-kind donations such as the food and space for the Campaign Launch.

**MOTION:** That the Donation Recognition Policy be adopted as presented.

**M/S:** Shauna Fuller / Valerie Campbell

**CARRIED.**

**MOTION:** To adopt the same Donor Recognition Policy for the Capital Campaign.

**M/S:** Dave O’Brien / Lorne Cudmore

**CARRIED.**

**MOTION:** That the Executive Director engages Data First for an IVR service for credit card payments involving Visa and Master Card.

**M/S:** Anne Nicholson / Dave O’Brien

**CARRIED.**

**7. Other Business**

None

**8. Personnel**

None

**9. Next Meeting**

The next board meeting will be held on May 19, 2010 at 6:00pm. Location will be Access PEI, Summerside.

**MOTION:** That the meeting be adjourned.

**M/S:** Anne Nicholson / Dave O’Brien

**CARRIED.**

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Chair

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Date