

**Transition House Association**  
**Board Meeting**  
**November 26, 2008 (6:00 pm - 8:30 pm)**  
**Location: EPFVP Meeting Room**

**Present:** Bill Costain, Sr. Norma Gallant, Lorne Cudmore, Shauna Fuller, Anne Nicholson, Patricia Roy, Dave O'Brien, Sherry Pagé, Brenda Profit, Nancy Wallace, Phil Matusiewicz (exofficial), Danya O'Malley (exofficial), Ellen Ridgeway (exofficial).

**Regrets:** Karin Laronde

**1. Approval of Agenda**

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

**M/S:** Dave O'Brien / Sr. Norma Gallant

**CARRIED.**

**2. Approval of Previous Minutes**

**MOTION:** That the minutes of October 23, 2008 be approved as presented.

**M/S:** Anne Nicholson / Sherry Pagé

**CARRIED.**

\* Put a note at the bottom of the October 23<sup>rd</sup> minutes that a membership meeting was held and an open discussion followed.

**3. Budget 2009-2010 Meeting with the Minister**

We will be making a request to the Minister regarding our budget in early January. We are making a substantial ask. At times we get additional funding as needed, but there has been insufficient increases to the base grant. If we do not get the amount requested we will need to look at how we will accommodate this; however the amount requested this year is less than last year.

Dave suggested approaching the meeting with historical numbers. Also, highlighting the financial benefit of working in prevention rather than intervention might be helpful.

Phil says between now and Christmas he will be preparing a brief. We will need to give the Minister a Plan B to show the alternatives if we have to amend our budget due to insufficient funds.

**4. Planning Session**

We will soon be changing all of our documents to reflect the new organization. We will be amending things like the Mission Statement. A planning session should be held to deal with these changes. The board agreed that a Saturday morning would be preferable to meeting in the evening. January 17, 2009 from 9:30am to 1pm was tentatively set. It was mentioned that having a facilitator for this meeting might help us use our time efficiently and effectively.

**5. Art Project**

Diane Porter has spoken to us about an art project. The aim of the project is to identify 50 female artists and give them \$100 each for materials to make original artwork. These pieces then get auctioned off with 50% of the proceeds going to the artist and 50% back to our

organization. The Federal government has given no funding. Diane Porter has found three funders who will donate \$5000 each. The previous board had originally agreed on funding \$5000 to cover the money given to the artists. This is an innovative partnership and Phil would recommend that we make a motion to sign on.

**MOTION:** That the organization participates in this Art Project and funds the artists supplies, totaling \$5000.00

**M/S:** Anne Nicholson / Sherry Pagé

**CARRIED.**

## **6. Past Minutes to be Amended**

There was an issue with the minutes from a board meeting earlier this year and this was dealt with.

**MOTION:** To amend the minutes with the change discussed.

**M/S:** Dave O'Brien / Bill Costain

**CARRIED.**

## **7. ED Report**

- Budget forecast – 2 items to note: We currently have a deficit of \$10,000-12,000. We are hoping to get our quarterly grant early to offset any shortfall. Also, we are still having some salary issues related to employees becoming part of the collective agreement. Members of the board suggested we see if we are able to get any in-kind services from the government such as phone services. Also mentioned was going with a Credit Union for our banking to eliminate banking fees.
- The Youth Worker position in the Collective Agreement was discussed. In a meeting between the ED and Union it was discussed whether or not this position is like the Childcare Worker position. The Union felt the two positions were not on par with each other and that it is more like the Child Services Coordinator position. This is a position that will be shared between East and West Prince, with each having 0.5 FTE. The Outreach Coordinators got together to come to an agreement on the job description for this position. The Union says that this position is to have wage parity with the Child Services Coordinator Position.

**MOTION:** That the Youth Coordinator position get paid at the level of the Child Services Coordinator.

**M/S:** Shauna Fuller / Brenda Profit

**CARRIED.**

## **8. Communication with Membership: Newsletter**

Danya O'Malley circulated a draft copy of the newsletter that is going to be distributed at the beginning of December. The newsletter is intended to give better communication with the membership as well as the wider community. There will be space in the newsletter for news from each region.

## **9. Other**

There were no additional issues.

## **10. Personnel issues**

Two personnel issues were brought to the attention of the board.

**11. Next Meeting**

There will be a Christmas potluck at Phil's house on December 12, 2008.

**12. Adjournment**

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

**M/S:** Dave O'Brien / Brenda Profit

**CARRIED.**

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Chair

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Date