

# **PEI Family Violence Prevention Services, Inc.**

## **Board Meeting**

**September 22, 2009 (6:00pm - 7:30pm)**

**Location: Access PEI, Summerside, PE**

**Present:** Cathy Aylward, Brenda Profit, Lorne Cudmore, Daneen MacDonald, Patricia Roy, Shauna Fuller, Anne Nicholson, Eileen Conway-Martin, Dave O'Brien, Nancy Wallace, Phil Matusiewicz (exofficial), Danya O'Malley (exofficial)

**Regrets:** None

### **1. New Executive**

As part of the nominations committee Patricia read out the nominations for the new board executive: Patricia Roy (Chair), Anne Nicholson (Vice Chair), Dave O'Brien (Secretary) and Shauna Fuller (Treasurer). Phil called three times for any nominations from the floor. After no response nominations were declared closed and the four nominees were declared the new executive.

### **2. Approval of Agenda**

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

**M/S:** Dave O'Brien / Shauna Fuller

**CARRIED.**

### **3. Approval of Previous Minutes**

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

**M/S:** Dave O'Brien / Nancy Wallace

**CARRIED.**

### **4. Treasury Board Submission**

Pat reported that the Treasury Board Submission was successful and we have received word that we are to receive another \$69,000 on top of our operational grant.

### **5. Update from Executive Director**

Phil updated the board of several items:

- There will be a meeting with the minister on September 30<sup>th</sup>. The board agreed that even though we have received this increase, we need to explain that our core funding situation is still dire.
- Budget update: the additional funding helps our situation considerably. Donations are up a bit over this time last year and we have received a lot of groceries this year.
- The board was asked to sanction use of \$5000 from the endowment fund for programming. Dollars are donated to certain areas of the organization and we want to be able to honour that. The board agreed that programming was important and if at year end we need to use money from the endowment fund to cover costs then that would be acceptable.
- The board received a copy of the letter from the Doris Anderson Trust. We have received a donation from the trust and it was discussed whether Doris had any relatives on PEI who would be interested in doing a media appearance to showcase this donation.
- The board received a copy of the aggregated statistics for first quarter, showing use of service for both Anderson House and Outreach.

- Phil spoke about the Infrastructure Grant of \$112,500 and how we are going to refurbish Anderson House.
- It was mentioned that we currently spend \$12,000 a year on rent for the Administration office. It has been broached whether we could make administrative space at Anderson House. The space would have a separate entrance and be apart from the House. Also, while refurbishing the house, there are additional security measures that could be implemented. These options could be explored further with board approval. The following motion was passed:

**MOTION:** I move that the Executive Director explore the feasibility of moving our office space to a completely separate area of Anderson House and the costs of enhancing the security of the residential section of Anderson House.

**M/S:** Dave O'Brien / Eileen Conway-Martin

**CARRIED.**

- This could be a good time to start a Capital fundraising campaign at Anderson House with varying levels of sponsorship. (Platinum \$5000, Gold \$1000, etc) This idea should be explored further.
- We have received a grant for the Provincial portion of our property taxes for all three properties.
- Our new website (fvps.ca) is up and running now. We will be adding to it in the coming weeks. Patricia suggested putting a photo up for the Inn and St. Peters dinner in June.
- Precautions should be considered in light of a possible H1N1 pandemic. Costs could be incurred if we must replace staff who need to use sick time.
- The board congratulated Dave O'Brien on his recent humanitarian award.

## **6. Board Orientation**

Orientation for new member and to refresh existing members will be held in late October/Early November.

## **7. Information to the Membership**

The membership should receive notice of several key things that have happened in the past few months: the Treasury Board Submission, the art auction, donation from Doris Anderson, the Infrastructure grant, etc...

## **8. Follow up on the planning document**

Time at future board meetings should be spent looking at the steps outlined in the planning document.

## **9. Personnel**

It was recommended that the vacant youth position in West Prince remain unfilled until we have greater clarity with Government with regards to our contract and funding. The rest of the meeting was moved "in camera".

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Chair

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Date