

PEI Family Violence Prevention Services, Inc.
Board Meeting
April 9, 2013 (6:00-8:00pm)
Location: FVPS Office, Charlottetown, PE

Present: Sharon O'Brien, Kathy Bigsby, Michele Dorsey, Shauna Reddin, Lorne Cudmore, Michelle Buttery, Phil Matusiewicz (ex officio), Danya O'Malley (ex officio)

Regrets: Nancy Wallace, Bill MacLeod, Carmella Richard, Edgar MacLeod, Cathy McInnis

1. Approval of Agenda

MOTION: That the agenda be approved as circulated.

M/S: Lorne Cudmore / Michele Dorsey

CARRIED.

2. Approval of Previous Minutes

MOTION: That the minutes of February 26, 2013 be approved as circulated.

M/S: Lorne Cudmore / Sharon O'Brien

CARRIED.

Old Business Homeless Initiative

Michele mentioned a group that has been organizing an initiative in Newfoundland dealing with the issue of homelessness. She passed on their website www.orgcode.org to Phil in response to the point he brought up at our last meeting with regards to a needs assessment for PEI.

3. Budget Analysis

Phil reviewed the budget analysis for the full fiscal year 2012-2013. Some of the numbers are subject to change, as all of the final invoices have not been received. The current indication is that we will be carry forward a surplus the final number will be determined by our auditor.

4. Development Officer Proposal

The committee from Rotary came back to Phil after reviewing our proposal if we gradually reduced the amount asked from Rotary over the three years. We had originally proposed asking Rotary for \$35,000 each year, however we're going to decrease that to \$30,000 the 2nd year, and \$25,000 the final year. Phil requested a motion from the board supporting the updated proposal.

MOTION: That we move forward with the amended proposal and begin the process of negotiating a contractual arrangement with the Rotary Club of Charlottetown Royalty.

M/S: Lorne Cudmore / Kathy Bigsby

CARRIED.

5. Board Terms Update / Nominations Committee

Shauna is continuing with the process of identifying potential new members for the Board. The election of new board will be at the AGM in June. Shauna requested additional help from the Board. Michele Dorsey agreed to help.

6. ED Report

- Dara Rayner, the admin person in the West Prince office, has taken another position with another organization. We will be planning what to do with respect to filling her position.
- The VIP Golf Tournament will be taking place June 26th at Dunderave Provincial Golf Course.

- Victims of Crime Awareness Week is an initiative by Justice Canada each year. We got a grant from them to make presentations to various employers on the effect of domestic violence on the workplace.
- The Youth Website Development project is moving forward with more applications for funding
- The Inn at St Peter's Dinner will take place on May 31st this year. The board will be purchasing four tickets once again to send a group of people to the event.
- The AGM will be at the Haviland Club this year, on June 20th, 2013. We discussed a couple of options for a guest speaker.
- We are hopeful to avoid further cuts for the 2013-2014 fiscal year from government, but are waiting for a final word from government.

7. Second Stage Housing

Danya and Phil reviewed the audit document from CMHC from their visit earlier this year. Our records are subject to audit every three years in order to assess how we are running the project. They provide a list of recommendations based on their audit and ask that the board propose a plan to address any of the issues that are brought forth. The board congratulated Danya on maintaining the records for the account and is satisfied with the efforts proposed to address any problems identified by CMHC. We will keep them updated on our progress.

8. Other Business

9. Personnel

The rest of the meeting was moved *in camera* to deal with a personnel item.

10. Next Meeting

The next meeting is on May 14, 2013 at 6pm in Charlottetown, though we discussed the possibility of a date change. A Doodle will be sent out to confirm everyone's availability.

Chair

Date