

**PEI Family Violence Prevention Services, Inc.**  
**Board Meeting**  
**December 4, 2012 (6:00-8:00pm)**  
**Location: FVPS Office, Charlottetown, PE**

**Present:** Sharon O'Brien, Michele Dorsey, Michelle Buttery, Nancy Wallace, Cathy McInnis, Bill MacLeod, Lorne Cudmore, Phil Matusiewicz (exofficial), Danya O'Malley (exofficial)

**Regrets:** Kathy Bigsby, Shauna Reddin, Edgar MacLeod, Carmella Richard

**1. Approval of Agenda**

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

**M/S:** Lorne Cudmore / Cathy McInnis

**CARRIED.**

**2. Approval of Previous Minutes**

**MOTION:** That the minutes of October 23, 2012 be approved as circulated.

**M/S:** Bill MacLeod / Michelle Buttery

**CARRIED.**

**3. Fundraising Committee Update**

- The Harmony House event was a huge success. A big thank you to Bill MacLeod and Edgar MacLeod for acting as servers. The numbers from the revenue report show almost \$13,000 in net revenue for the event, making it the most successful of the past three years. Senator Catherine Callbeck told Phil she was going to make an announcement in the senate about our event.
- Phil presented the revenue from donations and fundraising to date.
- The fundraising committee is looking at setting up four main events per year- the Harmony House event in October, the Red Shores Event in February, the Inn at St Peter's event in June and then the SAVE golf tournament in July. We would hope that the four events together would generate about \$40,000.
- The Red Shores event will have an art component where at least 10 pieces of art will be drawn down or auctioned off. Phil is talking to Lisa Murphy about how we'll go about getting a group of artist together. We're looking at covering a portion of the materials.
- The fundraising committee is also putting out the Wealth Management brochures to financial planners in the community.
- The fundraising committee has two community members, Lindsay Merrill and Lynn Campbell, who have become involved with the committee after coming to us to do some volunteer work for the organization.

**4. Strategic Plan**

Shauna is sick and unable to attend this meeting, so we are tabling the main discussion around the strategic plan, but Phil presented the main points from the summary from Jan Link. Three main issues came up in the strategic plan – youth work, the issue of prevention programming, and succession planning. People wanted to know more about what the Premier's Action Committee does. Phil included the Premier's Action Committee 2011-2012 Activity Overview. Phil also circulated the End Statements and feels that they are a good starting point to fit against the work that we want to do.

**5. Board Member Bios**

We still need bios from a few board members. We are looking for a short paragraph detailing your

experience and interest in working in family violence prevention.

**6. ED Report**

- Phil had another conversation with the Charlottetown Rotary Club about how they would like to support our organization. We've been speaking with them around something like having a development officer on staff that could oversee the organization's development and promotion.
- Phil has also been meeting with key community members on homelessness in Charlottetown. Mike Legere came to the meeting for CMHC and said that we can get some funds to conduct a needs assessment to see exactly what the needs are. The key as well is sustainability, as it is often easier to find capital investment than long-term funding for operation.

**7. Second Stage Housing**

Danya presented the budget analysis for Second Stage housing for the year up to November 30<sup>th</sup>. Everything is on track in the budget. Some items are running a bit high, such as heat. This is a result of high occupancy this year, so our rent revenue is also trending to be higher than budgeted.

Phil updated us on the construction going on at Second Stage as part of the Shelter Enhancement project. We are building a front porch on the building to ease movement into the building.

**8. Other Business**

None

**9. Personnel**

None

**10. Next Meeting**

The next meeting is on January 15, 2013 at 6pm in Summerside.

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

**M/S:** Bill MacLeod / Lorne Cudmore

**CARRIED.**

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Chair

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Date