

PEI Family Violence Prevention Services, Inc.
Board Meeting
January 15, 2013 (6:00-8:00pm)
Location: EPFVPS Office, Summerside, PE

Present: Shauna Reddin, Sharon O'Brien, Michele Dorsey, Michelle Buttery, Kathy Bigsby, Nancy Wallace, Cathy McInnis, Bill MacLeod, Lorne Cudmore, Carmella Richard, Phil Matusiewicz (exofficial), Danya O'Malley (exofficial)

Regrets: Edgar MacLeod

1. Approval of Agenda

MOTION: That the agenda be approved as circulated.

M/S: Kathy Bigsby / Sharon O'Brien

CARRIED.

2. Approval of Previous Minutes

MOTION: That the minutes of December 4, 2012 be approved as circulated.

M/S: Cathy McInnis / Lorne Cudmore

CARRIED.

3. Fundraising Committee Update

- Phil told the board about the Sweetheart dinner at Red Shores on February 16th. We are currently looking for door prizes for the event and hoping that the board will be able to sell some tickets. This one is being promoted as the first annual dinner, so we're hoping that if it's a success it will continue on. The event will be a buffet dinner and there will be a chocolate fountain.
- Phil has provided the board with a list of our service providers that we use to do business in the organization. We were wondering if anyone has any personal contacts with any of those businesses to ask them if they'd like to be a sponsor, or buy some corporate tickets. People should get back to Danya about what people want to make in terms of a commitment to the event.
- Danya presented the results of the financial campaign. A total of 510 FC brochures were sent out and some feedback received so far is that we are going to name the outreach regions where people can direct their funds.

4. Strategic Plan/Sustainability Analysis

The Rotary Club has asked us to come to them with a business plan. They are willing to engage in talks around helping us create a development officer for the organization in order to help us become more sustainable in the future. This is part of their peace initiative, which is meant to have local roots. This is a fairly ambitious idea and Phil would like to set up a committee of a couple of people so we can prepare the plan that will be presented to Rotary. Michele Dorsey and Shauna Reddin will work on this. Cathy McInnis will volunteer to do any computer work, develop a presentation or something like that.

5. Budget Analysis

Phil presented the budget analysis up to January 9th. The analysis includes a projection for the end of the year.

6. ED Report

- Phil reiterated some items covered under fundraising and strategic planning.

7. Second Stage Housing

Danya presented the Second Stage budget for board approval before submitting to CMHC.

MOTION: That the 2013-2014 budget for Second Stage in Charlottetown be approved.

M/S: Lorne Cudmore / Bill MacLeod
CARRIED.

8. Other Business
None

9. Personnel
None

10. Next Meeting
The next meeting is on February 26, 2013 at 6pm in Charlottetown

MOTION: That the meeting be adjourned.

M/S: Bill MacLeod

CARRIED.

Chair

Date