

**PEI Family Violence Prevention Services, Inc.**  
**Board Meeting**  
**May 30, 2012 (6:00-8:00pm)**  
**Location: EPFVPS Office, Summerside, PE**

**Present:** Carmella Richard, Daneen MacDonald, Lorne Cudmore, Nancy Wallace, Sharon O'Brien, Bill MacLeod, Michele Dorsey, Phil Matusiewicz (exofficial), Danya O'Malley (exofficial)

**Regrets:** Cathy McInnis, Shauna Reddin, Kathy Bigsby,

**1. Approval of Agenda**

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

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

**CARRIED.**

**2. Approval of Previous Minutes**

**MOTION:** That the minutes of April 16, 2012 be approved as circulated.

**M/S:** Daneen MacDonald / Michele Dorsey

**CARRIED.**

**3. Meeting with Deputy Minister**

Phil met with Carol Anne Duffy, our new Deputy Minister, and had a fairly informal meeting to discuss the history around our core funding. The aim was to make sure she had a clear picture of our funding historically and begin some ground work around making a plan around sustainable funding to move on to a more secure future. The understanding is that we are in a good position for this fiscal year, but we don't know how reduced funding this year will affect us in the future. Phil and Carol Anne agreed to meet again some time over the summer. Phil would like a small group of representatives from the board to participate in that meeting. A presentation will be prepared ahead of time. It is noteworthy that people are often surprised by the amount of our budget we need to fundraise. Fundraising efforts often take time away from core services.

**4. Contract with the Department**

Phil presented the 2012-2013 contract with the provincial government. Page 9 shows the payment schedule for quarterly payments. Schedule A outlines the work to be done and Schedule C is the outline of record keeping we must adhere to.

**MOTION:** That the contract be accepted as presented.

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

**CARRIED.**

**5. AGM**

The AGM will be held on June 20, 2012 at 6pm. The location will be the Haviland Club, which is the same as last year. We currently have one nominee for the open position on the board and Phil asked that he have a bio prepared for the meeting. Nancy said that last year's testimonials were very powerful and a nice reminder of why we do the work we do. Peter Mutch will be the guest speaker.

**6. ED Report**

- The City of Summerside has committed \$5,000 to PEI FVPS again this year.
- Phil reviewed a list of other foundations/applications for funding that we have done in the past few months.
- Attendees to the Inn at St Peter's dinner will be Phil, Danya, Michele and Nancy.
- Haley Beer's project has been put on hold, however Jan Link is interested in doing some work with our

organization, so the committee that was set to work with Haley might meet soon to discuss ways we can engage with Jan to work on evaluation methods.

- Phil presented the wealth management brochure developed by the fundraising committee.
- Morag MacLean is coming back to PEI to present on her work around a policy for victims of strangulation. The presentation will happen on June 7 and 8, in Summerside and Charlottetown.

**7. Second Stage**

The Board reviewed a budget analysis for Second Stage Housing. Revenue was up significantly this year due to occupancy being close to 100% for the year. Expenses were on target with the exception of heat, most likely due to high occupancy, and maintenance. CMHC had expressed that higher maintenance costs were acceptable as long as they were adequately justified. A breakdown of the maintenance expenses for the year was presented to the board as well as some addition information around the other cost categories. Overall Second Stage Housing finished out the year with a deficit under \$500.

**8. Other Business**

None

**9. Personnel**

None

**10. Next Meeting**

The next meeting is the AGM on June 20, 2012 at 6pm. Regular board meetings will resume in September.

**MOTION:** That the meeting be adjourned.  
**M/S:** Bill MacLeod / Lorne Cudmore  
**CARRIED.**

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Chair

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Date