

PEI Family Violence Prevention Services, Inc.
Board Meeting
October 29, 2013 (6:00-9:00pm)
Location: FVPS Multipurpose Room, Charlottetown, PE

Present: Michelle Buttery, Detry Carragher, Shauna Reddin, Kathy Bigsby, Faye Kingdon, Bill MacLeod, Phil Matusiewicz (ex officio), Danya O'Malley (ex officio)

Regrets: Edgar MacLeod, Sharon O'Brien, Michele Dorsey

1. Approval of Agenda

MOTION: That the agenda be approved as circulated.

M/S: Kathy Bigsby / Detry Carragher

CARRIED.

2. Minutes

MOTION: That the minutes of September 17, 2013 be approved as circulated.

M/S: Kathy Bigsby / Michelle Buttery

CARRIED.

3. Business Arising

Phil gave an update on the Fundraising Committee. The regular committee meetings have not resumed yet because Lindsay is still transitioning to work for us full time. By mid-November she will be full time with us and meetings will resume.

The committee dealing with sustainability have been developing a PowerPoint presentation that will go to government. This was circulated to the board this week. We're trying to have some understanding with government for ongoing stability. Recently we've had a run of very good years, but historically if we haven't had a good year the government has come through with one-time funding. It would be a reasonable expectation that they could commit to doing this if we have a year where we do not raise enough to cover our costs. This is not unlike the arrangement we have with CMHC for running the Charlottetown Second Stage Housing project. The key is having an understanding with government that details that. Phil welcomes suggestions or comments to the committee.

With regards to the Rotary Accountability structure, the main contact person with Rotary is out of province, so we will bring this item forward to the next meeting.

4. 2014-2015 Budget

Phil reviewed the submission made to the provincial government for the next budget year. We have adjusted any amounts to be more in-line with our audited statement for last year. Some expenses like insurance costs have gone down, others like groceries and client expenses have gone up. Overall we have requested a government grant of \$717,578 to balance the books in light of our operational costs.

MOTION: That the budget submission be approved by the board.

M/S: Shauna Reddin / Faye Kingdon

CARRIED.

5. Mortgage Renewal

The mortgage for our Second Stage facility at 5 Alexander Drive is up for renewal. Phil circulated a motion from CMHC to renew the mortgage.

MOTION: That the board accepts the resolution from CMHC and appoints Phil and Bill to be the two people authorized to sign the resolution.

M/S: Shauna Reddin / Detry Carragher

CARRIED.

6. ED Report

- We have still not received any word back from our representative with CMHC for the seed money to do some investigation around options for housing options homeless women on PEI. The request was for \$10,000, but we haven't received confirmation on whether that submission was accepted or denied.
- To update the board on our foundation requests, we have made 20 applications over the past few years and we have received funding from 9. Of late we have been turned down more often than not. We currently have requests in to the Mary Kay Ash Shelter Foundation as well as the Department of Justice's fund for Victims of Crime Awareness Week.
- The youth website is still in progress. Phil and Michelle have met with the representatives from Timeless Technologies to discuss the progress.
- Our Harmony House event is sold out with a waiting list. We are pleased with the response.
- A motion to approve a payment for the modular furniture installed on the 3rd floor is needed. The new furniture was required to accommodate a work space for Lindsay Merrill.

MOTION: To approve the purchase of the modular furniture for the sum of \$2,280.

M/S: Shauna Reddin / Kathy Bigsby

CARRIED.

7. Second Stage Housing

Danya presented a table covering the results of a site visit by CMHC to the property at 5 Alexander Drive. They have outlined a number of items that need to be repairs at the site, along with a timeline to complete the repairs.

8. Other Business

None

9. Personnel

None

10. Board Orientation

The board reviewed the documents for governance of the organization as a refresher and orientation for new board members. There will be an adjustment to the statements of beliefs drafted by Danya and presented at the next board meeting.

11. Next Meeting Date & Adjournment

December 3, 2013 and we will have that meeting in Summerside.

Motion to Adjourn – Michelle Buttery

Chair

Date