

PEI Family Violence Prevention Services, Inc.
Board Meeting
September 17, 2013 (6:00-8:00pm)
Location: FVPS Multipurpose Room, Charlottetown, PE

Present: Sharon O'Brien, Kathy Bigsby, Michele Dorsey, Bill MacLeod, Detry Carragher, Faye Kingdon, Phil Matusiewicz (ex officio), Danya O'Malley (ex officio)

Regrets: Edgar MacLeod, Shauna Reddin, Michelle Buttery

1. Approval of Agenda

MOTION: That the agenda be approved as circulated.

M/S: Sharon O'Brien / Faye Kingdon

CARRIED.

2. Minutes

MOTION: That the minutes of April 9, 2013 and August 26, 2013 be approved as circulated.

M/S: Kathy Bigsby / Detry Carragher

CARRIED.

3. Board Orientation

Due to a scheduling conflict for the new board members, it was decided that we would hold orientation on the night of the next meeting. Our next meeting is on October 29, 2013, and we will hold the meeting from 6-7pm, with orientation from 7-9pm.

4. Committee Membership

Strategic planning will not have a separate committee and will remain being overseen by the board in general.

Detry Carragher will join the fundraising committee, which is currently comprised of volunteers and staff. She also mentioned knowing someone who has tickets to *Anne & Gilbert* to potentially donate to families we serve. We said that would be great.

Meeting with government to establish a dialogue about sustainability will be a very key effort over the next couple of months. The money we have raised over the past couple of years has taken the pressure off government to address sustainable funding for our organization. The government clearly states that we are considered a core service, but we are not a fully funded organization. A conversation needs to take place as to exactly what they are going to fund. Michele Dorsey, Faye Kingdon, and Bill MacLeod will sit on the committee that addresses our long term sustainability.

We have to plan what type of reporting mechanism we'll put in place to monitor the contract and partnership with Rotary for the Development Coordinator position. Bill and Phil will be meeting with John Barrett about the structure that the accountability methods will take place.

5. Budget

Phil presented the budget analysis with actual expenses up to August 31st, and with a projection for the remaining 7 months of the fiscal year. We will be submitting our budget for 2014-2015 in October.

6. ED Report

- Phil has been participating in a group of people who have been working in the non-profit sector. There has been a number of training sessions given to the members of the group. The primary objective is to raise the profile of the non-profit sector in the eyes of government, both in terms of the number of people employed and the contribution to the economy. This will help our organization's profile over time.
- Last year we were approached by Catholic Women's League to sit on a committee that included the Salvation Army and other groups, in order to address the needs of homeless women on PEI. Phil isn't sure of the status of the application we made to CMHC to look at this issue. Someone is looking into the status and will get back to him.
- Phil presented the database of funding applications. We still have two outstanding applications to National Bank and the Murial McQueen Foundation. The spreadsheet gives a good picture of our

7. Second Stage Housing

After a long stretch of 100% occupancy, we now have some availability at Second Stage, with three units up for rent. We are pleased to have some capacity to respond when clients from Anderson House require housing.

8. Other Business

9. Personnel

10. Next Meeting Date & Adjournment

Our next meeting will be October 29th from 6pm to 9pm, to incorporate

Motion to Adjourn - Detry Carragher

Chair

Date