

**PEI Family Violence Prevention Services, Inc.**  
**Board Meeting**  
**Sept 10, 2014 (6:00-7:30pm)**  
**Location: FVPS Office, Charlottetown, PE**

**Present:** Edgar MacLeod, Detry Carragher, Michelle Buttery, Bill MacLeod, Selina Pellerin, Tina Pranger, Phil Matusiewicz (ex officio), Danya O'Malley (ex officio), Dara Rayner (ex officio)

**Regrets:** Kathy Bigsby, Faye Kingdon, Jan Link, Sharon O'Brien

**1. Introductions**

We did a round of introductions because this was the first meeting for the two new members to the board.

**2. Approval of Agenda**

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

**M/S:** Detry Carragher / Edgar MacLeod

**CARRIED.**

**3. Minutes**

**MOTION:** That the minutes of May 20, 2014 be approved as circulated.

**M/S:** Detry Carragher / Michelle Buttery

**CARRIED.**

**4. Planning Session Date**

We have had some difficulty booking a date for the planning session. The two new dates named are November 1 or 22, 2014. A Doodle poll will be sent out to confirm everyone's availability for these two new dates.

**5. Confirm Board Meeting Schedule**

Sept 10 (Plus SAS) -- Chtown

Oct 22 -- S'side

Dec 3 -- Chtown

Jan 14 (Plus SAS) -- Chtown

Feb 25 -- S'side

Apr 1 (Plus SAS - this would be the AGM) -- Chtown

May 6 -- S'side

AGM: June 17

**6. September 18<sup>th</sup> – Meeting with the Minister**

Two years ago now we met with the Minister about a stable funding agreement between FVPS and the Provincial government. Phil would like to impress upon the minister that our funding is shrinking considering the rising costs of the organization- such as contractual obligations, HST changes, etc. Now currently we've gone from raising about 10% of our budget to more like 25% of our budget. We are now obligated to raise over \$160,000 in order to balance our budget. We would like to have some assurance from the Department that we wouldn't be penalized for raising excess dollars through efforts like social enterprise.

## 7. Management Letters

Bill presented the management letters from MRSB. This is a comment on the health of our record keeping. There were no major issues noted, just some minor items found during the audit.

## 8. Budget Analysis

Phil reviewed the budget analysis to August 31, 2014. The numbers showed our expenses to date with a projection for the remainder of the year. We are forecasting a small surplus for the year, which is good and we hope that it remains that way.

## 9. Metro Credit Union

We have historically dealt with TD bank for many of our accounts. We have also dealt with Metro Credit Union for some of our finances and they have been excellent supporters of our organization over the years. We had a meeting with them last week to discuss about shifting our accounts over to them. One major benefit is that we would save significantly on services charges.

**MOTION:** That the banking for FVPS/SS be moved to Metro Credit Union.

**M/S:** Edgar MacLeod / Tina Pranger

**CARRIED.**

## 10. ED Report

- The “Stop the Stigma” event was to take place on September 13<sup>th</sup>. This event has been postponed until March 2015.
- We are in the beginning planning process for Harmony House. Glenda Landry is going to be the honorary chair. Patricia Doiron is going to organize the event for a final year, this being the 5<sup>th</sup> year of the event. To date the event has raised over \$52,000 over the four years. It will be on November 15<sup>th</sup>.
- Posters for the choir event were circulated.
- The book project is going well and we have had a number of writing submissions.
- We have completed the change to take over the operation of SAS House.
- We are looking at ways to begin some social enterprise efforts to see what can be done to offset some of our costs.
- We are in the process of updating our website and we will be presenting that soon.
- The 2014-2015 contract with the province has been signed. We received this in August.
- We will once again be running the Financial Campaign at Christmas this year. Our target is going to be \$25,000. Over the past two years we have raised about \$15,000 per year.

## 11. Second Stage Housing

Bill reviewed the management letter for Second Stage Housing. The main points were around some transferred required between accounts.

## 12. Other Business

None

## 13. Personnel

Two items were discussed.

## 14. Next Meeting

Our next meeting will be the AGM on October 22, 2014, in Summerside.

Motion to Adjourn: Detry Carragher

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Chair

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Date