

PEI Family Violence Prevention Services, Inc.
Board Meeting
Sept 11, 2012 (6:30-8:30pm)
Location: FVPS Meeting Room, Charlottetown, PE

Present: Shauna Reddin, Carmella Richard, Michelle Buttery, Nancy Wallace, Sharon O'Brien, Bill MacLeod, Michele Dorsey, Edgar MacLeod, Phil Matusiewicz (exofficial), Danya O'Malley (exofficial)

Regrets: Cathy McInnis, Kathy Bigsby, Lorne Cudmore,

1. Election of the Executive

Phil chaired the meeting and began by calling for an election of board chair. Nancy Wallace nominated Shauna Reddin as board chair again this year. All were in favour. The meeting was then turned over to Shauna, who called for nominees for the other three executive positions. They are as follows:

Vice Chair – Nancy Wallace

Secretary – Sharon O'Brien

Treasurer – Tabled to our meeting in October

2. Approval of Agenda

MOTION: That the agenda be approved as circulated.

M/S: Nancy Wallace / Bill MacLeod

CARRIED.

3. Approval of Previous Minutes

MOTION: That the minutes of May 30, 2012 be approved as circulated.

M/S: Sharon O'Brien / Carmella Richard

CARRIED.

4. Motion to Approve Signing Authorities

Our auditor has requested that we renew the motion to approve signing authorities annually.

MOTION: That Phil Matusiewicz, Shauna Reddin and Sharon O'Brien be authorized to sign contracts on behalf of the organization.

M/S: Bill MacLeod / Nancy Wallace

CARRIED.

MOTION: To continue with the present signing authorities for signing cheques. They are Phil Matusiewicz, Shauna Reddin, Ellen Ridgeway and Danya O'Malley.

M/S: Bill MacLeod / Sharon O'Brien

CARRIED.

5. Board Meeting Schedule & Planning Session

A schedule of meeting for the year was circulated to the board. The board agreed to hold a strategic planning session on October 27, 2012. Jan Link has offered to guide us through a process of identifying our priorities for the year. The session will be from 10am to 2:30pm, with lunch provided. Edgar MacLeod has volunteered the meeting room at the Police Training Academy in Slemmon Park.

6. Meeting with the Minister

On September 6th Phil, Shauna and Danya went to meet with Minister Valerie Docherty to present a historical summary of provincial funding over the past several years. In addition to the Minister, Deputy Minister Carol Anne Duffy, Dr. Wendy Verhoek-Oftedahl and Rona Smith were present. Topics discussed included sustainable funding, stability for the organization and a strategy to meet both our needs and that of the

department, given our current climate of cutbacks. We feel we came away from the meeting with mutual understanding and hope to continue the talks with the department throughout the year.

7. MRSB Management Letters

Phil presented the management letters from MRSB for both the main organization and Second Stage Housing. He clarified the points for the board and detailed our plans to resolve the issues brought forward in the letters.

8. Fundraising

The fundraising committee has resumed meeting after taking a break throughout the summer. We have three initiatives that we are working on, including a wealth management brochure and two events coming up in December and February. The committee meets monthly.

9. Board Member Bios

Phil has requested bios from the board to put on our website. Photos will be taken at our strategic planning session to accompany the bios. A brief paragraph detailing each member's experience and interest in the field of family violence prevention would be appreciated.

10. ED Report

- Phil presented a spreadsheet detailing the grants we have applied for over the past year. It was suggested we also make application to the McCain Foundation.
- Phil is engaging in talks with Sandy MacDonald to see if we can collaborate with the schools on youth programming. More information on that will follow.
- We received a call from a representative from the Saint Pius X CWL. They are interested in starting a discussion on what can be done for homeless women in Charlottetown. We look forward to speaking with them soon.
- Louis Creed from the Rotary has spoken to Phil about a Peace Initiative. They will be meeting soon.
- Haley Beer emailed the board to explain that we will not be moving forward immediately with the study. The response has been great and she is hoping to collect a few more non-profits for the survey. She is close to receiving the number required for publication.
- Maureen Gallagher is retiring from her admin position in West Prince. Interviews were conducted and the successful candidate was Dara Caseley. She will begin training with Maureen soon. Maureen's last day is September 28, 2012.

11. Second Stage Housing

We received some funds from CMHC to do some renovations at Second Stage. Some of the construction has begun, such as fixing the fence and the storage shed. We will be building a larger porch on the front of the building to help with mobility. Done Right construction won the bid for this work.

12. Other Business

None

13. Personnel

None

14. Next Meeting

The next meeting is on October 23, 2012 at 6pm in Summerside.

MOTION: That the meeting be adjourned.

M/S: Bill MacLeod

CARRIED.

Chair

Date