

**PEI Family Violence Prevention Services, Inc.**  
**Board Meeting**  
**December 16<sup>th</sup>, 2015 (6:00-7:30pm)**  
**Location: FVPS Office, Charlottetown, PE**

**Present:** Bill MacLeod, Alanna Jankov, Selina Pellerin Amanda Cudmore, Sharon O'Brien, Kathy Bigsby, Detry Carragher, Lee Anne Farrar, Phil Matusiewicz (ex officio), Dara Rayner (ex officio)

**Regrets:** Nancy Beth Guptill, Tina Pranger

**1. Approval of Agenda**

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

**M/S:** Kathy/Sharon

**CARRIED.**

**2. Minutes**

**MOTION:** That the minutes of November 18, 2015 be approved as circulated.

**M/S:** Sharon/Lee Anne

**CARRIED.**

**3. Endowment Chair/Committee Members**

Spoke with Valerie Docherty, she has other commitments at the moment. We will leave this on the agenda and continue to identify members. Phil also spoke with Catherine Callbeck.

**4. SAS Board and FVPS Merger**

Phil talked with Peter MacDonald. The year end is December 31<sup>st</sup>, the books will go to MRSB in early January. When we have the AGM we will declare that the members of the FVPS become part of the SAS board. SAS will then become a line item in our minutes as it is with Second Stage. We have the same funding arrangement with CMHC as we do with SS. This will happen during our next SAS board meeting.

**5. Case Management Software**

Phil is exploring case management software options. This would address our outdated database (1995 Microsoft Works) and provides a consistent case management system. The initial cost would be minimal, however, as you build the volume within the software, the cost would go up to approximately \$600-800 per year. Phil asked the board for a financial commitment to purchase a software. The board agreed.

**6. ED Report**

- **Event at the Mac/PEI Brewing Company** – a spring entertainment fundraiser is being planned.
- **Storm basketball ticket sales February 4<sup>th</sup>** – we get 2000 tickets to sell and we receive \$5 per ticket, plus Duncan Shaw is giving us the 50/50.
- **Red Shores Sweetheart Update** – WestJet is giving us tickets again this year for our dinner.
- **Capital Campaign Update** – our goal is \$35,000 we are at \$12,375.00
- **100 Women Who Care** – we were the beneficiary from this group this year. Michelle Buttery made the presentation and did a fantastic job. We received \$15,800.00
- **Town of Montague Grant Application** – we are requesting a grant in the amount of \$1000

- **Visit by Minister Currie, Deputy Minister Henneberry and Rona Smith** – they did a tour of the house and asked about our issues. We spoke of the issues around our client base (transgender, mental health, newcomers).
- **Christmas Wish List** – Phil provided an update of where we are with Christmas Wish.
- **Scotiabank Foundation Grant – We have applied for \$20,000 for aspire**
- **Women and the Law** – we received \$5000.00. We use the services of Ann Sherman, who partners with Ellen to educate women and service providers.
- **Family Violence in the Workplace Workshop** – we received \$2000 from Muriel McQueen Foundation, PAC gave \$1500.00 , Mayor Clifford Lee gave \$2000.00. For a total of \$5000. This will be a half day workshop to give people information and also to give people scenarios of how to deal with a situation if it arises.

**7. Second Stage – Occupancy Report**

We are having some transition at SS: we have one tenant who is moving back out west; a tenant that is moving to SAS House, another tenant that is struggling with addictions issues and is moving out, she wasn't staying in the apartment.

We are continuing with programming at SS. We just finished Mindfulness Training with Christina Campbell.

**8. Other Business**

**9. Personnel**

One item

**10. Next Meeting Date and Adjournment**

**January 13th, 2015 at 6:00pm**

**Motion to Adjourn:**

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Chair

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Date