

PEI Family Violence Prevention Services, Inc.
Board Meeting
November 18, 2015 (6:00-7:30pm)
Location: FVPS Office, Charlottetown, PE

Present: Bill MacLeod, Alanna Jankov, Amanda Cudmore, Sharon O'Brien, Kathy Bigsby, Detry Carragher, Nancy Beth Guptill, Tina Pranger, Lee Anne Farrar, Phil Matusiewicz (ex officio), Dara Rayner (ex officio)

Regrets: Selina Pellerin

1. Approval of Agenda

MOTION: That the agenda be approved as circulated.

M/S: Amanda Cudmore/Lee Anne Farrar

CARRIED.

2. Minutes

MOTION: That the minutes of September 16, 2015 be approved as circulated.

M/S: Kathy Bigsby/Tina Pranger

CARRIED.

3. Presentation – Ellen Ridgeway

Ellen is the Program Manager at PEI FVPS. She works with: Aspire Program; HIFIS; Second and Third Stage Housing; National Network of Shelters; Community Advisory Board (CAB)

The Aspire program was born from a program that was going on in Sarnia, Ontario. That program offered supports for women for two years after leaving an abusive relationship, to help them develop career and life skills. There are mental health, addictions, literacy barriers to name a few. Ellen offers 5-6 different support groups ranging from support after first leaving a relationship to healthy, economical cooking and a sewing group. Currently a Mindfulness Training group is taking place. This fall many of the women in the Second Stage and SAS house took place in gleaning. From this the women that took part will be helping preserve the food they glean.

HIFIS is a piece of software that the Federal Government put out in 2002. Ellen in the HIFIS Community Coordinator for PEI. She trains shelters across the island to use HIFIS to track homelessness.

Second Stage and SAS House Manager

National Network of Shelters - Ellen is a founding member of the organization. They are working on a national action plan for Violence Against Women.

4. Endowment Chair/Committee Members

Phil spoke a representative from the Community Foundation. They sent Phil some contractual samples. It would eliminate the need for us in setting up a corporate entity. Phil spoke with Valerie Docherty, she is away for a time, but Phil believes she is on board. We need to begin identifying potential donors and a working committee. Valerie is a hard worker and expects the same in return. We need to find potential members and select a target.

Will there be a co-chair and who will that be? We would like to have a male and female co-chair for

reaching out to the community.

We are facing generating 20-25% of our budget on an annual basis. Beginning in January we need to begin setting targets and identifying donors.

5. SAS Board and FVPS Merger

Over a year and a half ago we took on the SAS Board. We have been discussing merging the two boards for simplicity. Phil spoke to Peter MacDonald from CMHC. The issue of taking apart a board that is registered with CRA is fairly complicated. As SAS is an incorporated body, it would be costly to do so, as well, it is time consuming.

The question is, how can we manage this more efficiently? The commitment with the SAS Board is fairly minimal as tenant turnover is low and our clientele is more predictable.

The suggestion is to have everyone that is on the FVPS Board, be part of the SAS Board, which meets four times per year. We would include SAS on the FVPS agenda during these times.

6. Nancy Beth – Town of Summerside Presentation

In October, Nancy Beth attended on the behalf of FVPS at the City of Summerside consultations for non-profits, in preparation of their budget. We have put in a grant submission to the City of Summerside. In the past we have received \$5000.00.

7. Budget Submission and Financial Analysis

Phil reviewed the budget submission and financial analysis with the board. We are coming into our busy time of year for donations. We just received a large donation of \$30,000. Our target for our financial campaign is \$35,000. We have received \$6433 in property tax credits. Our expenditures are on track.

8. ED Report

- **Upstreet Brewery** - This event raised approximately \$4000. It was a sold out event.
- **Summerside** – we are planning on having a Mother’s Day event
- **Ferguson Grant** – we would like to have a workshop at the end of February for municipalities and chambers of commerce, providing scenarios, information, and policies that they could implement regarding Domestic Violence.
- **Mom2Mom Update** – this event has been given to us to run in the future. It occurs twice per year.
- **Event at the Mac/PEI Brewing Company** – an entertainment fundraiser is being planned.
- **Property Tax Credits** – we received \$6433 in credits.
- **SAVE Fall Ceilidh** – we had fantastic entertainment; however, the attendance was poor. It did create some interest and awareness.

9. Second Stage – Budget Submission

The budget submission was reviewed by the Board. We have a mortgage at a very good rate. Our revenue for Second Stage is rent, and it is charged at 25% of a tenant’s income, or as dictated by Income Support.

10. Second Stage – Capital Replacement Plan

We have been allocated \$13,500 a year through CMHC for three years for our capital replacement plan. We have also been provided with a time table for replacement.

11. Other Business

12. Personnel

An in-camera session was held to discuss upcoming retirements.

M/S: Detry/Kathy

13. Next Meeting Date and Adjournment
December 16th, 2015
Motion to Adjourn: Kathy Bigsby

Chair

Date