

PEI Family Violence Prevention Services, Inc.

Board Meeting

January 15, 2020 (5:30-7:30pm)

Location: FVPS Office, Charlottetown, PE

Present: Tina Pranger, Caroline McRae, Andrea LeClair Sheffler, Mary Rogers, Shira Zipursky, Kent Bruyneel, Bridget Morriscey, Danny Gallant, Danya O'Malley (ex officio), Paxton Caseley (ex officio)

Regrets: Selina Pellerin, Melissa Munro-Bernard, Julie Doyle

1. Approval of Agenda

MOTION: Motion to accept the agenda with amendment. Additions to the agenda include a discussion regarding the Community Foundation and the proposal of a Board Winter Social event.

M/S: Mary Rogers/Shira Zipursky

CARRIED.

2. Approval of the Minutes

MOTION: To approve the November 27, 2019 minutes without amendment.

M/S: Kent Bruyneel/Andrea LeClair Shefler

CARRIED.

3. Strategic Planning Update – Danny provided the Board with an update of the Dec 19th, 2019 meeting with Nishka Smith. The group organized the feedback and conducted an analysis of the organization's strengths and weaknesses. Areas to focus on include training, staff retention and support, policy and procedures, advocacy, public education, and increasing work geared towards prevention. The next meeting on January 20th will focus on defining and prioritizing short and long term goals. Tina suggested to set aside a half hour at the next Board meeting to have time to discuss the strategic plan in more depth and detail. The strategic planning meeting minutes will be circulated to the Board in advance.

4. FVPS Budget – Danya provided an overview of the budget versus expenditures. Overall things are doing well, however maintenance has overspent by 5k. The gross wages account has a surplus of 112k due to two vacancies as well as salary offset by project funding. Groceries are over budget due to high occupancy. We are projected to end the year with a surplus.

5. FVPS Services – Support Groups

Danya gave a presentation to the Board on the support groups provided by PEI FVPS.

6. ED Report

- **Financial Campaign Update** – Currently at \$54K, surpassing this year's goal of \$50K.
- **Upstairs Renovation Update** – Recently given a quote of \$37K for renovations; this involves adding another office, as well as redoing the bathroom and kitchen area. Will proceed with this quote.
- **FVP Week** – Tickets are available for the Sweetheart Dinner on February 15th, which is back by popular demand. Walk in Silence is on Wednesday and other events across the province throughout the week. Tina encourages the board to attend the dinner and walk.
- **Union Contract** – Collective agreement is up March 31st. Once a new collective agreement has been negotiated, Board approval will be needed.
- **New Building on Beach Grove Rd** – Completion of the units has been postponed to June or July. The units are pet friendly and intended for single women. There will be a mix of short and long term housing. This will be run by PEI Housing and we will select the tenants.

7. Second Stage and SAS

- **Occupancy Report** – At capacity.
- **Budget Analyses** – Year end was December 31st. Overall there were deficits and high maintenance costs for both accounts, especially at Second Stage. There are many contributing factors and incidents (e.g. break-ins) that led to these costs being so high. Revenue is up, but still in a deficit due to repairs. This year is an anomaly, if high maintenance costs continue it will be budgeted for the next year. SAS is typically more stable. SAS was also \$8K over budget in maintenance; this was for modifying security cameras, lighting, wireless internet, boiler repairs, heating, etc. Rent is down by \$3,300.

8. Other Business –

- **Community Foundation** – We had the option to draw down 4%, but this amount has been reinvested.
- **Board Winter Social** – Shira proposed a winter social event. The Board agreed to have the event at the Small Print Board Game Café. A Doodle poll with possible dates will be sent out.

9. Board Business

- **Nominations Committee** – We have a number of people interested in joining the board in June. This may require moving to 12 people. The Nominations Committee is now comprised of Caroline and Bridget.
- **Board Terms** – Selina and Tina are at the end of their second term and cannot re-sign. Danny is finishing his first term and will be approached about his interest in a second term. Danya and Tina have been exploring options for a new chair.

10. Personnel – None.

11. Next Meeting Date and Adjournment – Mary motioned for adjournment.

(Next meeting - 5:30pm, March 11th, 2020, FVPS Board Room)

Chair

Date

Secretary

Date