

# **PEI Family Violence Prevention Services, Inc.**

## **Board Meeting**

**March 20<sup>th</sup>, 2019 (5:30-7:30pm)**

**Location: FVPS Office, Charlottetown, PE**

**Present:** Selina Pellerin, Tina Pranger, Danny Gallant, Shira Zipursky, Lauren Gallant, Melissa Munro-Bernard, Danya O'Malley (ex officio)  
**Regrets:** Kent Bruyneel, Andrea LeClair Sheffler

### **1. Approval of Agenda**

**MOTION:** To approve the agenda as presented.

**M/S:** Lauren Gallant / Danny Gallant

**CARRIED.**

### **2. Approval of the Minutes**

It was noted Lauren Gallant was in attendance on January 16<sup>th</sup>.

**MOTION:** To approve the minutes of January 16<sup>th</sup>, 2019 as amended and February 7<sup>th</sup>, 2019 as presented.

**M/S:** Shira Zipursky / Danny Gallant

**CARRIED.**

## **A. Business**

### **3. New Board Members**

Vice Chair Amanda MacLean-Franciosa has decided to step down from the board. As such we have two vacant seats ending in 2021. The board voted to accept Caroline MacRae's application to be on the board. Danya will meet with Kelly Aylward in regards to the other vacant seat. The third vacant seat has a term ending in June 2019. It would not make sense to fill that seat before the AGM.

**MOTION:** To bring Caroline MacRae on as a board member for a term ending in June 2021.

**M/S:** Tina Pranger / Melissa Munro-Bernard

**CARRIED.**

### **4. Budget Analysis**

Danya presented the figures on the budget analysis to the end of February 2019. All revenue and expense categories are on target. It was agreed that the gross salaries for all staff could be presented as such, without breaking out the relief wages. With the addition of part time staff it is a difficult number to calculate.

### **5. Renovations in O'Leary**

The Homelessness Partnering Secretariat asked if FVPS could expand the original renovation project for Second Stage in O'Leary. We agreed that the inside of the building needed much work and we could continue the existing project on the outside of the building to redo things like flooring, bathroom fixtures, etc. FVPS will match the funds received. This will be around \$20,000.

### **6. Surplus Planning**

Danya circulated a proposal to use some of our surplus funds to pilot a position offering outreach services to men. Currently this is being covered off informally by existing staff. We are unable to advertise this service as we don't have the capacity to respond within our current complement of staff. The application was noted by declined to proceed at this time. Services for male victims of family violence may be one of the priorities at the board's next strategic planning session.

## 7. ED Report

- **Endowment Interest** – We have the opportunity to draw down 4% from our Endowment Fund this year. The board would like to reinvest that money.
- **New Resource Materials** – Danya circulated the new resources created through the IWS grant. Melissa did the research for the brochures. Lindsay’s work is fantastic.
- **Senate Committee** – Danya has been approached to potentially give testimony to a senate committee reviewing the recent bill on gun control. She would be speaking about the impact of firearms on VAW and family violence.
- **Maxine MacLennan** – SAVE Coordinator Maxine MacLennan has announced that she will be retiring. Maxine has been on leave since a car accident in 2017.
- **City of Charlottetown FV Policy** – Danya has met with the City of Charlottetown about some of the language in their FV policy. They are very open to suggestions and are willing to work with us to continue improving the policy.
- **FVP Week** – FVP Week was a resounding success. The launch was well attended, the media attention was at an all-time high, and the feedback was all excellent. Unfortunately we had a snow storm on Wednesday, which meant that the Walk in Silence was moved to a reception on Thursday.
- **Burger Love** – Fresh Media has chosen Anderson House to be the beneficiary of the Give Back Burgers for this year’s Burger Love.
- **World Conference 2019** – Shelter worker Jan Devine will be attending the World Shelter Conference in Taiwan in 2019. She has raised over \$1,600 towards the trip and FVPS will be matching the funds raised.
- **Inn at St Peters** – The Inn at St Peter’s Fundraising Dinner will be on May 24, 2019. This year the total raised will exceed \$100,000. The board would like to specially recognize Karen for her efforts. Tina will attend and oversee Karen’s recognition. Danny and Shira would also like to attend. The organization will purchase 4 tickets as per usual.
- **HIFIS Project Closing** – 2019 marks the end of the most recent 5-year HIFIS project. The structure of HIFIS is changing to a new format, with the project funding coming through the John Howard Society, similar to the newest HPS funds. Danya will be following for when a call for proposals is announced.

## 8. Second Stage and SAS

- **Occupancy Report** - We are full at both locations.
- **AGM Notice** – The AGM for both housing projects will be at our May meeting on May 15, 2019. The audited statements are being prepared now.

## B. Leadership

9. **Confirmation on Who We Serve** – Tina circulated a motion confirming who we serve. The motion was amended to pare down the categories without examples.

**MOTION:** FVPS Serves:  
A) People who experience or are victim of family and interpersonal violence  
B) People at risk of family and interpersonal violence  
C) The public for education and prevention

**M/S:** Tina Pranger / Melissa Munro-Bernard

**CARRIED.**

10. **Board Attendance** – Tina circulated a proposal for improving board attendance. She and Danya polled other EDs and Board Chairs to talk about things like frequency and duration of meetings. The board agreed to reduce the number of meetings each year from 10 to 7. The meetings will be reduced to 1.5 hours. Danny requested that many of the information items be delivered in an email rather than at the board meetings. Board members are requested to let the ED and Chair know of any absences at least a

week in advance, or teleconference in if they are unable to attend in person. It was agreed that having the meeting dates as far in advance as possible would be helpful to ensure attendance. Danya will prepare these for the 2019/2020 year.

**11. Strategic Planning** – The board will be collecting proposals from consultants to facilitate a strategic planning session. In their request for proposals the board must emphasize that the outcome of the session must be a 5-year work plan for the organization. The purpose is to move beyond establishing values and operationalize the goals of the organization. The board agreed that this would be a one-day session instead of breaking the meeting up over two evenings.

**12. Personnel** – The rest of the meeting was moved *in camera* to discuss a personnel issue.

**13. Next Meeting Date and Adjournment**

(April 17, 2019 – 5:30pm)

Motion to adjourn – Shira Zipursky

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date