

PEI Family Violence Prevention Services, Inc.

Board Meeting

May 15th, 2019 (5:30-7:30pm)

Location: FVPS Office, Charlottetown, PE

Present: Tina Pranger (called in), Danny Gallant, Lauren Gallant, Caroline McRae, Kent Bruyneel, Andrea LeClair Sheffler, Shira Zipursky, Melissa Munro-Bernard, Danya O'Malley (ex officio), Paxton Caseley (ex officio)

Regrets: Selina Pellerin

1. Approval of Agenda

MOTION: To approve the agenda as presented.

M/S: Danny Gallant/Lauren Gallant

CARRIED.

2. Approval of the Minutes

MOTION: To approve the minutes of April 17th, 2019 and May 2nd, 2019 as presented

M/S: Tina Pranger/Andrea LeClair Sheffler

CARRIED.

A. Business

3. Second Stage & SAS AGM

- **Audited Statements** – Michelle from MRSB reviewed the audits for Second Stage and SAS House with the Board. The format of the reports this year is changed from previous years though the process is unchanged; notable changes include the expansion on roles and responsibilities.

Second Stage: Financial statements are presented fairly, a clean bill of health. Balance owing to FVPS has been resolved which accounts for the lower amount of cash in the account for the year ending December 31st, 2018. There is a profit this year which is to be repaid to CMHC as per the agreement. Liabilities are reduced due to paying back PEI FVPS and making mortgage payments. Replacement reserve expenditures were lower this year. Revenues are up from last year, due to rate of rent being paid by residents throughout the year being generally higher. Expenses are relatively unchanged.

SAS House: Financial statements are presented fairly, a clean bill of health as well. Cash is down from last year due to the overall deficit from the year. Similar type of agreement with CMHC as with SS, they will reimburse the shortfall. Depreciation of the property is equal to the amount of mortgage paid back, has nothing to do with market value. Replacement reserve expenditures also low throughout the year. A liability of approximately \$7000.00 is comprised of things such as bills outstanding to suppliers and the current portion of long-term debt, amongst a few others. Rent income is down due to rent geared to income and individual situations of residents influence the amount they are able to pay. Expenses overall went up.

MOTION: To approve the audited statements for Second Stage and SAS House.

M/S: Shira Zipursky/Andrea LeClair Sheffler

CARRIED.

- **Approval of Auditor for 2019**

MOTION: To approve MRSB as the auditor for 2019.

M/S: Tina Pranger/Shira Zipursky

CARRIED.

- **Mortgage Renewal**

Mortgage was up for renewal on January 1st, 2018. Although this is delayed, CMHC is willing to accept the renewal late. Resolution to pass for another five (5) years. No significant changes.

MOTION: To pass the resolution as outlined by CMHC.

M/S: Danny Gallant/Lauren Gallant

CARRIED.

- **Occupancy Report** – Still at capacity. New turnover and still have need for more housing to accommodate the ongoing demand that exceeds our capacity.

4. **Nominations Committee Update**

One CV to be presented to the Board thus far. Andrea is familiar with the potential candidate through shared professional circles. According to Andrea, this particular candidate practices in primarily family law, is very involved and motivated. Danny is concerned with having another lawyer on the board for the sake of diversity, this would be a third. The candidate presented today will be approached by the Nominations Committee. Shira and Kent are renewing, Lauren will not. We are looking for three people (or two if this candidate pans out). Kent will seek out an Indigenous candidate.

Danny approached three people little success. One of the individuals that Danny approached was a counselor and asked Tina if their profession was a conflict of interest. As the Board does not discuss client cases, this will not present an issue.

5. **Review of Draft Snow Policy**

Tina and Danya drafted a snow cancellation practice. Board will adopt the same practice as the civil service offices. If they are closed, Board meeting will be postponed to the following week. Standing dates to reschedule are a good idea for storm days but as well when quorum is not met.

MOTION: Accept the practice written as is.

M/S: Tina Pranger/Shira Zipursky

CARRIED.

6. **Shira's Conference**

Shira attended a conference in Chicago with the Association of Child Life Professionals. Some of her highlights include the component on self-care. There were many great suggestions for how to monitor and achieve personal and interpersonal care such as creating a vision board for self-care aspirations. Shira also mentioned the importance of mindfulness and being consciously present for fellow staff and clients. There was also a presentation on abuse and the effects of trauma on children, which highlighted common behaviours that are often red flags of abuse at home. Shira will share the slideshow presentations with the Board.

7. **ED Report**

- **Burger Love** – Danya will be on CBC tomorrow evening to discuss Burger love and the donation given to PEI FVPS.
- **Inn at St Peters** – Contracted with Birdmouse to create a plaque for Karen Milligan in honour of her surpassing \$100,000 in donations. This will be presented next week at the Inn at St Peter's Dinner.
- **Senator Griffin** – Danya, along with Jill Kilfoil (Women's Network) and Susan Maynard (Victim Services), met with the Senator regarding gun control. Although the outcome of the meeting is uncertain, Danya is glad they met with Senator Griffin as they were able to have a discussion on the relevance of gun control relating to family violence.
- **FVPS All-Staff Meeting** – Danya updated the Board about the all-staff meeting that occurred earlier today. These occur four (4) times a year. There were three presenter today, first of which was Adri Bravo from the Canadian Centre for Gender and Sexual Diversity (CCGSD) in Ottawa. She gave a

presentation on IPV in 2SLGBTQIA+ relationships. Sarah Spiegl presented on CBT4CBT, a computer-based harm reduction program that can be done at home and helps develop necessary skills to help those recovering from addiction. Patsy Beattie-Huggan gave a presentation on the 211 service coming to PEI. This is an information portal intended to be a ‘one-stop shop’ to help Islanders access services. It is expected for release in January 2020 and is available in over 150 languages. This program is currently available in all of Canada with the exception of NB, NL, and PEI.

Danya and Tina discussed the idea of having a summer social. A Doodle poll will be sent out to Board members to schedule a time.

8. **Personnel** -- Nothing to report at this time.
9. **Request for Proposals for Strategic Plan** – Tina stated that there is need to have a long-term strategic plan. Tina and Danya have drafted a request for proposals that will be submitted to a small number of consultants for consideration. Tina mentioned that it is not the Board’s responsibility to operationalize this plan, but instead to set the strategic direction for the organization.

Nishka will be presenting the organization’s evaluation data in June at the AGM and this will help identify current gaps and needs within the organization. Kent stressed the importance that the deliverables needs to be clearly outlined when the facilitator is selected to produce the report. Tina wants to be selective about who we choose as a facilitator and this should ideally be someone who is experienced in this type of work. There should be at least three individuals approached for this position. Danya suggested that Nishka, with her knowledge of the organization, and also Shauna Reddin, would be good candidates. Strategic planning will take place in September.

B. Leadership

10. **Volunteer Recognition** – Tina would like to begin planning for a volunteer recognition event for individuals who do significant unpaid work for the organization. She would like to host an open-house to bring them in, thank them, and let them see the shelter. It would be good to de-mystify the House and is also nice for the volunteers to see the place that they are helping. Kent stressed the importance of protecting the privacy and dignity of our residents in the process. This would ideally take place in the fall. Shira suggested September. Planning will fall to Lindsay Merrill, Development Coordinator.

Kent raised the question of publicly thanking Burger Love/Fresh Media for their contribution. Danya is on Compass tomorrow for Burger Love and will be sure to publicly thank them again at that time. Additionally, she did a public thank you on the livestream on Eastlink/Facebook live during the initial donation announcement on May 7th.

11. **Next Meeting Date and Adjournment**
(AGM – 6pm, June 19, 2019, The Farm Centre)
Motion to adjourn – Shira Zipursky

Chair

Date

Secretary

Date