

PEI Family Violence Prevention Services, Inc.

Board Meeting

November 27, 2019 (5:30-7:30pm)

Location: FVPS Office, Charlottetown, PE

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

Regrets: Selina Pellerin

1. Approval of Agenda

MOTION: Motion to accept the agenda as presented.

M/S: Kent Bruyneel/Andrea LeClair Sheffler

CARRIED.

2. Approval of the Minutes

MOTION: To approve the October 16th, 2019 minutes without amendment.

M/S: Mary Rogers/Danny Gallant

CARRIED.

3. Strategic Planning

Two meetings have happened so far. The first meeting was to discuss the evaluation results, while the second concerned collecting feedback and comments from various stakeholders. Gathering such information helps to influence goals as well as identify any challenges. Staff and Board feedback has provided suggestions for development, organizational and management issues (e.g. policies for transgender clients) to be addressed in the Strategic Plan. The group is trying to consolidate the information – there is a lot. The work has a rather broad scope; some goals are short term while others are long term. The next step is looking to prioritize these goals. There will also be work plans in place and ways to evaluate the outcomes to ensure there is follow through and accountability to the goals.

4. FVPS Services – Outreach

Danya gave a presentation to the Board on the Outreach Services offered by PEI FVPS.

5. ED Report

- **Upstairs Renovation Update** – The contractor quoted us \$112,000 while our budget was only \$46,000. After receiving such a high estimate are now looking to do something with minimal deconstruction and demolition in hopes of significantly reducing cost. The money needs to be spent by March 31, 2020. Should the renovations fall through, Danya obtained a quote for 2 heat pumps which she would like to see done at the very least for the second floor in the shelter and the upstairs office.
- **IWS Grant** – We are a recipient for the Interministerial Women's Secretariat Grant, which has provided us with \$7500 for the next 12 months to do more public education and awareness.
- **Housing Forum** – The forum took place in November. A highlight was the experiential activity which very well received by those attending.
- **PAC 2019-2024 Mandate** – The Premier's Action Committee on Family Violence Prevention has been renewed for a new 5 year mandate. Premier attended first meeting and they are currently looking for a new Chairperson.
-

6. Second Stage and SAS

- **Occupancy Report** – At capacity; although there was high turnover in the fall.
- **Repairs and Maintenance** – There has been a tremendous amount of repairs and maintenance lately, especially at Second Stage. Costs are high, but not without good reason. Year-end for both Second Stage and SAS is December 31st.

7. Other Business – This year marks the 30 year anniversary since the Montreal Massacre. Dawn Wilson will be the keynote speaker for the December 6th Memorial. She was a former child resident at Anderson House and now works as a casual shelter worker in addition to being the outgoing ED for the PEI Coalition for Women in Government.

8. Board Business

- **New Board Nominees** – Julie Doyle was presented previous meeting and Wanda Lyall was presented this evening to the Board. Danya had a meeting with Wanda that had to be postponed. As such the board will vote for Julie to fill the vacant seat now, and Wanda nomination will be brought forward at the AGM in June.

MOTION: To appoint Julie Doyle as a new member to the Board, with a term ending June 2021.

M/S: Shira Zipursky/Danny Gallant

CARRIED.

- **New Board Secretary** – Selina Pellerin has stepped down at Secretary of the Board.

MOTION: To approve Shira Zipursky as the new Board Secretary.

M/S: Kent Bruyneel/Andrea LeClair Sheffler

CARRIED.

- **Trauma-Informed Workplaces** – Tina and Dara (Operations Manager) attended a workshop sponsored by PEIRSAC at UPEI on how organizations can engage and support self-care as well as trauma informed policies and practice. An overall very important and informative workshop.

- **Volunteer Appreciation Event** – The event took place at the Pilot House with 18 guests attending, including 4 board members. Not as large a turnout as expected, but an overall great event. While considering other ways to show appreciation and honour volunteers, Shira suggested handwritten thank you notes for donors as such a simple personal touch can mean more to people than an event.

9. Personnel – *None.*

10. Next Meeting Date and Adjournment

(5:30pm, January 15th, 2020, FVPS Board Room)

Chair

Date

Secretary

Date