

PEI Family Violence Prevention Services, Inc.
Board Meeting
September 19, 2018 (5:30-7:30pm)
Location: FVPS Office, Charlottetown, PE

Present: Lauren Gallant, Amanda MacLean-Franciosa, Danny Gallant, Melissa Munro-Bernard, Alanna Jankov, Andrea LeClair Sheffler, Danya O'Malley (ex officio), Dara Rayner (ex officio), Walter McLean (ex officio)

Regrets: Selina Pellerin, Kent Bruyneel, Shira Zipursky, Tina Pranger

A. Business

1. Introduction of New Members

Danya introduced Melissa Munro-Bernard and Andrea LeClair Sheffler to the other members of the board.

2. Election of Board Executive

The board held an election of the board executive for the 2018-2019 year. Danya chaired the meeting and called for nominations for Board Chair. Alanna Jankov nominated Tina Pranger. Danny Gallant seconded the motion. Danya called for further nominations 3 times, hearing none Tina was declared Board Chair.

Danya called for nominations for Vice Chair. Amanda MacLean-Franciosa was nominated by Lauren Gallant and seconded by Alanna Jankov. Danya called for nominations three times. Hearing none, Amanda was declared Vice Chair.

The meeting was turned over to our new Vice Chair, Amanda MacLean-Franciosa. Amanda called for nominations for Secretary. Alanna Jankov nominated Selina Pellerin. Lauren Gallant seconded the motion. Amanda called for nominations three times. Hearing none, Selina was declared Secretary.

Amanda called for nominations for Treasurer. Lauren was nominated by Alanna Jankov and seconded by Danny Gallant. Amanda called for nominations three times. Hearing none, Lauren was declared Treasurer.

3. Approval of Agenda

MOTION: To approve the agenda as presented as presented.

M/S: Danny Gallant/Melissa Munro-Bernard

CARRIED.

4. Approval of the Minutes of April 18, June 14, June 24 and July 16, 2018

MOTION: To approve all of the minutes as presented.

M/S: Lauren Gallant/Andrea LeClair Sheffler

CARRIED.

A. Business

5. FVPS Budget Analysis

Danya presented the budget analysis for FVPS to the board. Our expenses are on target and donations are up for this time of year. Lauren requested that a column indicating the budget to-date be added for clarity. This would help the board directors see if we are on target financially.

6. Endowment Campaign/317 Jennifer St

Two years ago the organization struck a committee to start an endowment campaign that would raise \$1,000,000. This goal has been met! The board has been very generous with the campaign moving over surplus funds. Before the summer the board made a tough decision to sell our Second Stage property at 317 Jennifer Street. The street has changed significantly since the property was built, with a heavy police presence in the area and a lot of substance use. PEI FVPS now has an arrangement with PEI Housing where they devote one unit to our organization to fill with a client of ours. This same agreement works very well in Montague and we are excited to replicate it in Summerside. The net proceeds of the property sale was about \$163,000. The board has requested that we put that amount in a GIC for a year to ensure the relationship with PEI Housing continues to meet our needs. After which we will invest the funds into the endowment fund.

7. Compensation of Volunteers

A long-time volunteer has requested to be compensated for her work planning an event for PEI FVPS. The board considered this requested and took into account a few factors, such as the longstanding dedication of the volunteer, but also the fact that we have a full time Development Coordinator on staff. The board felt compelled by the fact that the venue and artists will be donating their time. The board decided not to compensate any volunteers financially at this time.

MOTION: To deny request for compensation for PEI FVPS volunteer.

M/S: Danny Gallant/Alanna Jankov

CARRIED.

8. Medical Marijuana Policy

The Authorization to Possess Marijuana for Medicinal Purposes permits qualified holders to possess and use medical marijuana, subject to complying with the obligations of the Government of Canada's Marijuana Medical Access Regulations. The authorization does not grant unrestricted public use of medical marijuana. Users are expected to use this medication in their place of residence. While a woman is with us the shelter is her residence. As with all medication, medical marijuana will need to be stored locked in the staff office. As with other recreational substances, such as alcohol, residents will not be permitted to possess or use marijuana.

MOTION: To adopt the Medical Marijuana Policy as presented for residents of Anderson House.

M/S: Alanna Jankov/Danny Gallant

CARRIED

9. ED Report

• Summer Events

We had a very busy summer. We were involved in two golf tournaments; one was a celebrity golf tournament and our endowment golf tournament. We were also given a booth at Cavendish Beach Music Festival for the weekend.

• Aspire Program Evaluation

Danya emailed the evaluation to the board, the results of the evaluation were very positive. The program is very beneficial to the participants of the Aspire support groups. The Aspire support group is funded through the John Howard Society/Homelessness Partnering Secretariat.

• Employment Legislation Changes

The public was encouraged to submit feedback over the summer regarding changes to the Employment Standards Act granting paid and unpaid leave to victims of family violence. Danya was part of the Administrative working group for the Premier's Action Committee, who drafted detailed

feedback to the legislation. PEI FVPS also submitted feedback supporting these changes. The proposal is 3 days of paid leave and 5 days of unpaid leave. This applies to any job that falls under the Employment Standards Act.

- **Media Coverage – Housing Crisis**

Danya updated the board about what the housing crisis means for Anderson House. Our length of stay has increased drastically in recent years, due in great part to the housing crisis. It is close to impossible to find safe and affordable housing for our residents.

- **Family Violence Prevention Week (February 10-16, 2019)**

The theme this year is ‘The engagement of men and boys in family violence prevention’. This year Danya co-chairs the Public Awareness Working Group with Ian Forgeron.

10. Second Stage and SAS

- **Occupancy Report** – we are full in both locations

- **Capital Replacement Plan**

A Capital Replacement Plan lists all the major building components, such as windows, doors, siding, roofs, heating systems, and flooring, their replacement cost, and provides an estimate for the remaining useful life of the components. With this information an organization can calculate how much to set aside in annual reserves to meet future repair and replacement needs. The plan for SS and SAS needs to be updated every three years. We adjusted all expenses and life spans for the items listed. We also compared both plans to ensure that things were consistent between the costs on each form.

Motion to Approve the SS and SAS Capital Replacement Plans

MOTION: That the 2018 SS and SAS Capital Replacement Plans be approved as presented

M/S: Danny Gallant/Alanna Jankov

CARRIED

- **Budget Analyses and 2019 Approval**

Danya presented the Second Stage and SAS budgets to the board. In the budget format there are current year expenditures to July 31, 2018. All revenue and expenses for the year are on target. There are only minor changes to the 2019 budgets, driven by audited amounts for 2017 showing evidence for an increase or decrease.

Motion to Approve the 2019 SS Budget

MOTION: That the 2019 budgets for Second Stage and SAS be approved as presented

M/S: Lauren Gallant/Alanna Jankov

CARRIED

11. Other Business

Alanna is running for City Council in Ward 1. If she is the successful candidate she may not be able to serve on the board. We wish Alanna all the best in her bid for City Council. Danya noted that the Coalition for Women in Government did a lot of work to encourage and support female candidates for this year’s municipal election.

12. Personnel – none

B. Leadership

13. Update from Chair Tina Pranger

As Tina was away during the time of the board meeting, Amanda read out an email from Tina outlining possible board work for the coming year:

- Developing performance evaluation framework
- Clarifying who we serve
- Volunteer recognition
- Financial sustainability

Evaluator Nishka Smith will attend the October board meeting to get the board's feedback on the evaluation framework and client surveys. She will also do a focus group getting the board's feedback on the organization.

14. Next Meeting Date and Adjournment

October 17, 2018 – 5:30pm

MOTION to adjourn- Lauren Gallant

Actions

Bring forward May's agenda item Statement on Physical Punishment of Children and Youth to the October meeting

Add budget to date column on budget analysis

Update current balances in Capital Replacement Plans

Investigate viability of heat pumps for AH (grant)

Chair

Date

Secretary

Date