



# MINUTES

Date | time 6/6/2016 1:00 PM |

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## In Attendance

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Phyllis N (Treasurer), Laura L (Coordinator) , Stacey M (recorder), Barbara H, Jan P (co-chair), Barb W, Kolleen M (co-chair), Joan O'B

**Regrets:** Shirley M

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## Approval of Agenda

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Motion: Jan

Second: Barbara H

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## Approval of Minutes from May 9th, 2016

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Motion: Jan P

Second: Barbara H

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## Election of Officers

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Chair: Jan Pettigrew

- Motion : Phyllis N
- Second: Kolleen M
- Carried unanimously

Vice Chair: Kolleen McIlveen

- Motion : Phyllis N
- Second: Barb W
- Carried unanimously

Treasurer: Phyllis Noce

- Motion : Barbara H
- Second: Kolleen M
- Carried unanimously

Secretary: Stacey MacNeil

- Motion : Phyllis N
- Second: Kolleen M
- Carried unanimously

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## Coordinator's Report

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### A. Feedback Summary:

- Missing some forms, numbers not final

### B. Fall Workshop Ideas:

- a) Scott Davis/Kim Kitchen; Drug Alcohol Session
- b) How to Talk – Laura will need to purchase workbooks for this workshop. Laura will look at Service Clubs to see if we can get a donation for the cost of the books.
- c) Discussed ways of increasing numbers/attendance at workshops. Other services/areas are facing the same low numbers. Will brainstorm some ideas in the fall.

### C. Pro Grant:

- Laura and Kolleen to meet later this week to go over brochure
- Pro Grant funds need to be spent by the end of June

### D. Other:

- a) New Laptop/Back up Drive – Laura's back up drive is no longer working. It was discussed that the computer itself is very outdated and needs to be replaced. Members approved Laura looking into pricing for a new laptop and back up drive. Laura will send some prices and information and members will approve on a price range for the purchase.

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## United Way Collaboration Meeting:

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Laura and Barbara attended the United Way Collaboration Meeting. United Way needs to increase donations from Dufferin County. United Way donates more to Dufferin County than what they receive in fundraising \$. United Way is looking at some specific campaigns to increase fundraising.

- Fundraising campaigns with employees of The County of Dufferin and Town of Orangeville
- United Way Guelph, Wellington and Dufferin will change name to United Way Dufferin instead
- Other meetings are to be held in August and September

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## Market Research Plan Fall 2016:

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There was not enough time in the meeting to discuss this topic. Will discuss and brainstorm new ideas on how to market and bring up workshop attendance numbers at the September Meeting.

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## Next Meetings

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September 12<sup>th</sup>