



DUFFERIN PARENT SUPPORT NETWORK

BOARD MEETING MINUTES

Date | time 09/12/2022 12:30 PM by Zoom

In Attendance

Present: Barbara H, Nichole M, Susan W, Alyssa K, Laura L (Coordinator), Lon W (Consultant for OTF Grant project), Denise B and Neetu D (guests)

Regrets: Phyllis N, Kolleen S, Karen R-S

Introductions

Lon W was introduced as the consultant that was hired for the Fundraising Project. Further information is found below.

Denise and Neetu have indicated an interest in volunteering (thanks to Volunteer Dufferin, they found the notices that DPSN is looking for board members and fundraising committee volunteers) so they were invited to the meeting as a means of introducing the board to them and themselves to the board.

Approval of June 2022 Meeting Minutes

Minutes for the AGM on June 20, 2022, and for the board meeting that followed, were approved by all.

Ontario Trillium Foundation Resilient Communities Grant:

Lon Wong, Consultant from Chisel Strategy For Non Profits, has been hired (with thanks to the Ontario Trillium Foundation Resilient Communities Grant) to facilitate a fundraising strategy for the DPSN. He attended today's meeting to meet the board and to speak briefly about his plan for the DPSN's fundraising project. He will start with gathering information about what we do, what has worked in the past, where we see the DPSN going in the future.

We also discussed ways in which we will further recognize the Ontario Trillium Foundation. These may include an event as part of the next AGM as well as something

in the local newspapers. Laura will also put their logo on the DPSN website and in the email notices about the workshops.

Coordinator's Report:

1. Fall workshops: Laura is in the process of getting them set up with a proposed start date of the third week of September. The first few workshops may include “Anxiety” as well as “Anger and Stress”, as these types of issues may be on the radar with school starting back.

A brief discussion at the meeting about facilitators and topics included the idea of a workshop for children, not just parents. It was noted that if we were to consider doing that we would need to look into policies related to children as participants.

2. Promotion of DPSN workshops: Laura reported that in June there were 148 new visitors, and a total of 217 visitors to the website over the summer.

An email sent out June 4th had a 43% open rate. The email list is at 987 people, an increase of 53 people since May.

As of August 31st, Facebook had 779 “likes”. The top performing post was for a workshop called “Why Can’t We Just Get Along?” with 6,430 people reached and 86 post engagements.

There was some discussion at the meeting about further promotion of the DPSN, including other ways to get our name out to the community – including the suggestion of posters at various venues as well as flyers being made available to parents at sports and other community events. Some board members will also pursue connections with other community groups that we may network with in order to further promote the workshops and assess needs for other topics.

Constant Contact Yearly Payment

It was approved by all to renew this subscription for one year at \$US 378.

Princess Margaret Christmas Craft Fair

Laura will look into insurance that might be needed if we participate in this event.

If we do attend, we will look into providing an activity for children to do while the parents talk with us about the workshops.

Treasurer's Report

Phyllis reported via email prior to the meeting, that the current bank balance is \$46,634.12 . This includes approximately \$15,000 received from the Ontario Trillium Foundation as well as the monthly grant money from the United Way.

Disclaimer for website, registration emails, etc.

The following wording for a disclaimer was suggested in the spring. All Board members are asked to review it and send approval via email with all board members so that it can be put into emails and on the website in time for the start of the fall workshops. One suggestion was to make the 2 parts into one, including both parts on the website and on emails.

Disclaimer:

On website and on registration/reminder emails:

Any information provided on our website or as part of our workshops is for educational and information purposes only, and is not specific to individual circumstances. It is not intended to replace professional therapy, counselling, legal advice and/or any other individual-specific advice. Neither Dufferin Parent Support Network nor any of our partners or affiliates are liable to anyone for any act or omission taken in reliance upon any information provided in this workshop.

On registration/reminder emails:

DPSN works to create a safe and confidential space for workshop participants, respecting your privacy. The expectation is that everyone involved will respect that privacy and will not discuss or disclose any information related to any participant outside of the workshop setting.

DPSN Policy Review

No meetings were held during the summer. The committee is scheduled to meet in September.

Land Acknowledgement

This was deferred to the next meeting. We need to look at suggested wording from past meetings and discuss. It was suggested that we might have a pre-recorded message or a written one that can be put on the screen at the beginning of the Zoom workshops.

Next Meeting: **NEW DATE:** Monday, **Oct 03**, 2022; 12:30 – 2pm, by Zoom
