



# MINUTES

*Date | time 2/9/2015 1:10 PM | Meeting called to order by Jan. P*

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## In Attendance

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Kolleen M,(co-chair) Jan P (co-chair), Barbara H. (recorder), Phyllis N., Laura L (Coordinator), Stacey MacNeil (volunteer), Shirley Mather (volunteer)

**Regrets:** Joan O'B C

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## Approval of Agenda

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Motion: Kolleen M

Second: Barbara H

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## Approval of Minutes from January 2015, with minor corrections

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Motion: Kolleen M

Second: Jan P

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## Coordinator's Report

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- A. Family First Supplement provided good coverage, along with the DuCK ad. Barbara's letter to the editor was published the following week.
- B. Spring Parenting Workshops:
  - a. Positive Parenting from Separate Homes: child care will be provided on a pilot basis. Barb W is looking into recruiting student volunteers. Jan will contact Barb W to confirm this arrangement. Jan is able to volunteer for child care; Kolleen will be back-up. Location: may not be best at Island Lake; Princess Margaret might be better. Laura will ensure Susan W is ok with that location.
  - b. Alyson Schafer, May 6: At DuCK the event was well received and will be promoted by their members, particularly in relation to coinciding with Mental Health Week. Amaranth Lions have provided \$3100. Admission will be free, but donations will be encouraged.
- C. Columns in the Banner
  - a. May: ask Melanie to write about healthy eating
  - b. June: Jan to write about summer activities, such as exploring your backyard and neighbourhood
  - c. July: Kolleen on involving kids in planning and preparing/packing for an outing or trip
  - d. August: getting ready for school
- D. Canada Post: Laura will work on an application, based on the content in the United Way application

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## Treasurer`s Report

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- A. No changes to report
- B. Very glad to know the total donation for the Alyson Schafer event has been confirmed

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## Fundraising Event at Jungle Oasis: report provided by Jan

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- A. The Jungle Oasis event has been fully sponsored by The Grime Team, Lisa LeBlanc, and Fifth Ave Dental. Phyllis will prepare the receipts and will provide the cash float
- B. Door prizes have been obtained by Jan
- C. Scotiabank will be invited by Jan to match the fundraising
- D. Thank you`s to donors of door prizes will be written by Barb H
- E. There are four volunteers confirmed and more are potentially available.

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## Recognition of sponsors

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We will discuss a donor recognition policy at the March meeting

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## Strategic Plan

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- A. Reviewed the graphic of DuCK`s Evidence-Informed Priorities which identifies “Culture of Parental Support and Developmental Awareness” in the top tier.
- B. We still need a catchy Vision: “Resilient families” as an example, but everyone keep thinking.
- C. For the March meeting, focus on the editorial comments in the body of the draft Strategic Plan.

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## Risk Management: forms and policies

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- A. Criminal Record Check: changes to draft, approved
- B. Verification of Police Record Check – no changes
- C. Board Member Screening; change “submit” to “provide”
- D. Consent to Act as Director: Laura will investigate the reference to being a Canadian citizen and the highlighted points.
- E. Volunteer Interest Form:
  - a. create a list of the relevant skills and abilities that are needed;
  - b. amend the examples of time available to those involving DPSN
- F. Job Description for Board of Directors – no changes

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## Next Meetings

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Mar 9 ; Apr 13 ; May 4- due to PD day for the school/board; June 15- due to PD day for the school/board