



**Dufferin Parent Support Network Board of Directors
Meeting Minutes April 8, 2013**

Present: Paula C. (chair). Barbara H. (recorder), Phyllis N., Kolleen McI, Laura L (coordinator), Jan P.
Regrets: Pat G

1) **Call to Order:** 1:20 at DCAFS Approve Agenda

2) **Approval of Minutes of February 4, 2013 (March meeting was cancelled)**

To accept the minutes of Feb. 4 2013 meeting, with correction of the date
M/ Kolleen S/ Paula

3) **Business Arising:** we approve a payment of \$1,525.50 to Andrew Carson for auditing services to Community First Foundation for the 2010 audit year. This replaces CFF cheque #171 (Dec. 1, 2011)

4) **Strategic Planning**

- a) Spring fundraising event- Kirstie Franklin, April 17. Registration is low, so Laura will promote at the high schools, send another Constant Comment, etc
- b) Paula will do the introduction and thanks; Phyllis will be at the door for tickets; board members are asked to come at 6:30
- c) Kirstie will provide an invoice and a cheque exchange will be done that evening.

5) **Coordinator's Activity Report**

- a) Ask a Parent column- our March column has not appeared, as scheduled. Laura will contact the new managing editor, Tony Poland, to arrange a meeting to establish DPSN's relationship to the Banner. A board member will be invited to also attend.
The May column by Lisa Guimont of Parents for Children's Mental Health; she will be asked to include mention of the importance of parents informing organizers of children's programs about any special needs of their children.
- b) Spring Workshop -
 - Virtual World has low enrolment. Laura will ask Sonja if Scott, or another police rep could participate, to add credibility to the workshop. She will also ask Sonya about writing a "teaser" for posting on the website (or will write it herself)
- c) Measures of Profile:
 - STEP training has been confirmed and there has been high interest. 14 staff from five community organizations from across the County are attending.
 - Lions Home and Garden Show – traffic at our booth was slow, but some useful contacts were made
 - April 8 – Barbara going to Robet F Hall
 - April 9 – Kolleen going to ODSS
 - May 10 – Free Youth Night at Alder Street – Jan attending.
- d) Social Media: Jan has volunteered to set up a Facebook page and will post a few items, as an example of what we can do. Board members may all be listed as administrators.

- e) DPSN will not buy ads in upcoming Banner community pages scheduled for the rest of 2013.
- f) Donnor Canadian Foundation Awards: application will be by passed this year
- g) United Way
 - We approve the report that Laura has drafted. She will forward it to United Way
 - Our Christmas pot luck lunch on Dec. 9th will be our United Way fundraising activity. We will also donate 10% of the fee for service from the fall special event

6) New Business:

- a) Motion: Jan Pettigrew is approved as a member of the Board of Directors
M/ Paula S/ Phyllis Approved: welcome Jan!!
- b) PRO Grant application: to be considered next year after more facilitators have been trained
- c) DuCK Parenting pre- and post- evaluation. Kolleen and Laura will attend the meeting on May 7
- d) AGM – June 10. Plans and details to be discussed at the May 13 meeting.

7) Risk Management: Continuance

Three of us, plus Catherine Campbell, our auditor, attended the workshop by Terry Carter. Phyllis downloaded the Transition Guide. We believe we can manage this process ourselves, with some assistance from Catherine. After the audit is finished, we will have a special purpose meeting to go through the process.

8) Next Board Meeting: May 13, 1:00 PM

Adjourned at 3:00