



**Dufferin Parent Support Network Board of Directors  
Meeting Minutes September 10, 2012**

**Present:** Paula C. (Chair), Barbara H (recorder), Kolleen McI, Phyllis N., Kally N., Laura LaR  
**Regrets:** Pat G.

1) **Call to Order:** 3:20 at DCAFS

**Approve Agenda:** M: Phyllis S:Kolleen McI

2) **Welcome to Laura LaRocca, Coordinator**

Barbara agreed to write a media release about Laura's role as coordinator. It will be used on the DPSN website, sent to community partners and Paula will contact the Banner about a possible article.

3) **Minutes:**

To accept the minutes of June 11, 2012 as distributed.

M/ Kolleen S/ Phyllis

4) **Strategic Planning: coordination with DuCK**

DuCK has funds to allocate. Funds are not intended for direct services. DuCK has considered expanding parent training into schools. DPSN is not presently in a position to propose to deliver such services. An alternative for DuCK is to pay for some facilitator training. We support this option.

The Health Unit applied for funding to cover Triple P facilitator training but their proposal was not approved. Because Triple P is a proprietary program, we do not support DuCK using its funding for this program. Paula will attend the DuCK parenting committee on Sept. 20<sup>th</sup> when these issues will be discussed. Laura may attend with Paula.

DuCK is finalizing an allocations process that will include two application processes annually. Paula will keep us informed about this process.

5) **Coordinator's Activity Report**

- Family Transition Place is doing only one workshop this year – Healthy Relationships. We need a new facilitator for the Dad's Workshop, which has been well-received.
- The Fall Workshop schedule is now posted on the website. The distribution needs to be done very promptly: photocopying, delivery to the schools, Constant Contact, etc. The first workshop starts on the 17<sup>th</sup>. If sufficient enrolment is not achieved by then, Laura must contact Susan W to negotiate a week's delay. Board members and volunteers (Florence) can assist in photocopying and delivery.
- Dr. Finlayson Event, Sept 29: More promotion is needed urgently. Paula will do the intro and thank you; Phyllis (and Pat?) will handle admission; Kolleen will get a gift and card; Laura will photocopy the feedback forms. No refreshments are served. Come by 6:40 to set up the room. Dr. Finlayson will provide his invoice for \$75, which Phyllis will pay after the event.
- "Ask a Parent": September – Kolleen

October – Marc

November – to be assigned

Barbara will draw up a list of authors of past columns to help diversify the people we ask to write the columns.

- Website: Laura has some ideas about enhancing the website. We approve her making changes.
- No Bul Media: this is a contest among Dufferin non profits. The website should be operational from now on. The prize is \$2500 in professional services. Laura will add this link to the DPSN website.
- Home and Lifestyle Show: Sept. 28-30. We decline participation due to other priorities. In the spring we will consider participating; Florence has enjoyed volunteering for this.

## 6) Reports

- Treasurer- Phyllis reported on the bank balance, \$19,000 of which is for DPSN operations. She pointed out that we have yet to receive an invoice from Stacey. Community First Foundation ends operations on September 30. They have agreed to provide a portion of their remaining funds to DPSN. We are extremely appreciative of this gesture, in addition to the support they have provided over the years.
- Fundraising: We applied to United Way of Guelph Wellington for a one year grant of \$10,000 in 2013.  
Paula will again apply later this year to the County of Dufferin for 2013 funds and will keep us

## 7) Risk Management- Nothing to report

## 8) New Business: United Way has its Kick Off event on Wednesday, Sept 12. Paula will attend, with the DPSN display.

## 9) Inventory of Services: Stacey Dittman reported

Three sources of information have been collected:

- Survey of DuCK members about their parenting programs. Paula will respond on behalf of DPSN
- Key Informant interviews – emerging themes include mental health and parental responsibility. Several more informants have been suggested. Alternative contacts for Dufferin Peel were suggested.
- Parent feedback: a survey of Georgian College students is about to be launched. In order to reach a more diverse population, we suggest Stacey prepare a short article for the Banner and contact Richard Vivian. A link to the survey can also be added to the DPSN website.

Next steps include finalizing the surveys and interviews and analyzing the data.

Stacey will book a reporting time with DuCK

Reporting to Dufferin NFP: Paula and Stacey will ensure the interim report is sent to Chris Mudge

- 10) **Next meetings:**      October 1 (moved, due to Thanksgiving)  
                                     November 12  
                                     December 10 (plan a festive event, with the meeting)  
                                     January 14  
                                     February 11  
                                     March 4 (moved, due to March Break)  
                                     April 8  
                                     May 13  
                                     June 10 (AGM)

## 11) Adjourned: 5:00