



DUFFERIN PARENT SUPPORT NETWORK

BOARD MEETING MINUTES

Date / time Oct 06/25 at noon At the Orangeville Library

In Attendance

Present: Wendy C (chair), Phyllis N (treasurer), Susan W (secretary), Joanne D, Alyssa K (program coordinator), Loren R (project coordinator)

Regrets: Saket K

Agenda

The agenda was approved.

Land Acknowledgement

The land acknowledgement was read by Wendy as follows:

“DPSN recognizes that these traditional territories, upon which we live and learn, are steeped in rich Indigenous history and traditions. We also acknowledge there is much reconciliation work to do that honours the recommendations of the Truth and Reconciliation Commission and the United Nations Declaration on the Rights of Indigenous Peoples.”

Approval of September 2025 Minutes

This minutes from the meetings held on Sept 09 and 22/25 were approved by all.

Coordinators' Report

Fall Workshops: A total of 9 have been scheduled. The first one has passed, with a total of 9 participants. There are a few in-person workshops that may also happen that have yet to be confirmed.

Promotion of DPSN workshops:

Website:

Google Analytics: 17-page interactions in the past 28 days, down from the last report.

Wix analytics: Up from last month: 251 site sessions from 189 unique visitors (down from the last time) in the last 30 days.

Facebook: 1053 followers as of September 29/25. These are both down from the last report. Posts viewed 2,813 times in the last 30 days, down quite a bit from last report.

Instagram: 156 followers (up from last report) as at September 29/25. Posts viewed 181 times (down from last report) in the last 30 days.

Wix Email: 1583 contacts. Email open rate was 38% and the click rate was 4%.

Sifton Family Foundation

An application requesting \$20,000 was submitted on September 22/25.

Catherine and Maxwell Meighen Foundation

An application requesting \$25,000 was submitted on September 29/25.

TD Ready Commitment Driver Grant

An application requesting \$8,000 was submitted on October 02/25.

United Way Grant

The application for upcoming grant is due on Oct 31, 2025. Loren and/or Alyssa will work on a draft to present to the board.

Dufferin Community Grant

Nothing new to report. The funds for the 2025-2026 year have been received.

Town of Orangeville Grant

Nothing new to report. An application for this grant was submitted on March 31/25. We have been approved to receive \$2,000.

Rexall Grant

This grant application was submitted on March 15/25. Nothing new to report.

Promotion and Fundraising

Princess Margaret School Craft Fair: Susan, Wendy, Joanne and Alyssa have been scheduled to work at this, with Alyssa and Susan doing the set-up and take-down.

Treasurer's Report

Phyllis reported that the bank balance (including a GIC of \$20,000) as of October 06, 2025, was \$26,209.19.

Treasurer Changeover

Phyllis moved that Joanne D be the treasurer as of November 01, 2025, at which point Phyllis N will cease to be a member of the DPSN Board. All approved.

Policy: Workshop Timelines for Posting

To confirm what was discussed at the last meeting, with the addition of more information about access to registration, the following *guideline* was approved:

- i) Post the season-at-a-glance flyer (containing a list of all the confirmed workshops for that season) as soon as possible, ensuring that there is a link to registration provided.
- ii) For each workshop, send out a separate save-the-date flyer at 1 – 1.5 months ahead of time, ensuring that there is a link to registration included.

iii) 2 weeks out, post the official flyer for that workshop, ensuring that there is a link to registration included.

Policy: Social Media Postings

Social media postings are to be done by the coordinator. Volunteers may also post with the approval of the coordinator. At least one board member will also have access to post things, notably to address when something is urgent and the coordinator is unavailable to do it.

Budget 2025 and 2026

Joanne presented a proposed budget for the current year ending December 31, 2025, as well as a projected one for 2026.

Fundraising Plan

Loren presented some ideas for fundraising including the creation of a corporate sponsorship package, a social media campaign, and some community events. It was decided to focus on the first 2 with the help of the volunteers Paige and Hans. As well, Loren will investigate the idea of a 50-50 raffle.

Upcoming Board Meetings

Monday, Oct 27/25, 4:30pm retirement dinner
Monday, Nov 03/25, noon – 2pm, via Zoom
Monday, Nov 17/25, 7:15-8:15, via Zoom.