



DUFFERIN PARENT SUPPORT NETWORK

BOARD MEETING MINUTES

Date | time Dec 16, 2024, noon at Mill St
Library, Orangeville

In Attendance

Present: Wendy C (chair), Phyllis N (treasurer), Susan W (secretary), Jessica W, Saket K (via Zoom), Alyssa K (program coordinator), Loren R (project coordinator)

Regrets: Sarah J

Agenda

The agenda was approved as presented..

Land Acknowledgement

The land acknowledgement was read by Phyllis 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 November 18, 2024 Meeting Minutes

With slight formatting changes needed, all approved the minutes for the board meeting held on Oct 21, 2024.

Updates about Action Items from Last Meeting

- i) Orangeville Community Grant: Alyssa reported that we can apply for this on a yearly basis.
- ii) Links for prospective grants to apply for: Alyssa has updated the list and added highlights to the ones that she thinks fit best.

- iii) List of 2024/2025 promotional events: **ALYSSA** will continue to update this list.
- iv) Recruitment of new board members and other volunteer recruitment:
ALYSSA is working on posting notices. **LOREN** is looking into starting a program for student volunteers.
- v) PSN Ambassadors: **ALYSSA** will be working on this in the new year.
- vi) PSN Storage: **LOREN** will create a spot at her home.
- vii) Charity Village Fundraising Basics: Thur Jan 23/25 at 1pm. **WENDY and ALYSSA** to attend.
- viii) Website photos for avatars: needed still **SARAH and ALYSSA**

Coordinator's Report

Fall Workshops: 8 workshops have taken place. Attendance had a low of 4 participants and a high of 29. The first in-person one (since before Covid) had an attendance of 5 people. It was held in Shelburne at the EarlyOn who provided childcare. It was facilitated by Jill McPherson and was called "Helping Little Ones Managing BIG Emotions."

Winter Workshops: Currently, there are 7 workshops confirmed for the winter session, with a few more in the planning stages. Loren suggested a brochure/flyer be made that can be given to prospective facilitators.

Micro Events: The first one, called Sip n'Craft, was held at the Orangeville Library on Mill St on Saturday Nov 23/24. There were approximately 25 kids in attendance along with their parents/caregivers.

Promotion of DPSN workshops:

Website: PSN had 229 site sessions from 191 unique visitors in the last month.

Facebook had 929 "likes" and 1040 followers as of Dec 13, 2024. In the last month, our posts have been viewed 2,057 times.

Instagram: We have 85 followers as of Dec 13, 2024. Our posts have been viewed 167 times in the last month.

Constant Contact: We have 1517 contacts with an email open rate of 41% and a click rate of 2%.

Treasurer's Report

Phyllis reported that the bank balance, including a \$25,000 GIC, is at \$31,358.67.

United Way Grant

Nothing new to report. We have been approved for \$8,000 per year for 2 years (April 01, 2024 – March 21, 2026). The 2023-2024 report was submitted April 26, 2024.

Dufferin County Community Grant

There is nothing new to report. We have been approved for \$5,000 per year, for 3 years (April 11, 2024 and April 10, 2027).

Ontario Trillium Foundation - Grow Grant

Nothing new to report. We are waiting to hear the outcome of our application which was submitted in November.

Promotion and Fundraising

Grant opportunities: Alyssa has sent out some prospective grant opportunities for everyone to investigate.

Giving Tuesday Dec 3rd: A total of \$600 in donations was received.

Promotional events list: Alyssa will make a list of events for 2024 - 2025 and then the board and coordinators will look at it to prioritize and pencil-in who will attend.

Policy Updates

Nothing new to report.

Recognition List for Donations

Recognition List for Donations deferred to a future board meeting.

Event for Facilitators

Funding for an event to bring together current and prospective facilitators was added to the OTF Grow Grant proposal.

Recruitment of New Board Members and Other Volunteers

Positions are to be posted (ie on Volunteer Dufferin, our website, etc.) Alyssa to reach out to people interested in being a PSN Ambassador. Loren will look into creating a program for student volunteers.

PSN Storage

This has been resolved for the time being.

Extra Meetings

The board will try an evening meeting once per month in order to give extra time to any issue that requires it.

Next Meetings:

- Monday, January 13, 2025**, 12-2 pm, via Zoom
- Monday, January 27, 2025**, 7:15 - 8:15 pm, via Zoom
- Monday, February 10, 2025**, 12-2pm via Zoom
- Monday, February 24, 2025**, 7:15-8:15 pm, via Zoom