



DUFFERIN PARENT SUPPORT NETWORK

BOARD MEETING MINUTES

Date | time 03/21/2022 2:30 PM by Zoom

In Attendance

Present: Nichole M (vice chair), Phyllis N (Treasurer), Karen R-S, Stacey M, Susan W (Secretary), Laura L (Coordinator)

Regrets: Barbara H (Chair), Lauren M (Volunteer), Madison R (Volunteer)

Approval of February 2022 Meeting Minutes

Approved by all.

Princess Margaret School Outdoor Market May 28th (Add-on to the agenda)

Laura had received an email asking if DPSN would be a part of this. If the school decides to do it then Susan and Stacey will attend to set up a DPSN display.

Coordinator's Report

- 1. Winter Workshops:** The winter series of workshops is winding down with good numbers registered for the remaining two.
- 2. Spring Workshops:** Laura has the first few workshops for April in the works, with 11 – 12 weeks left to coordinate. She is thinking she will try a couple of them at other times of the day like lunch, morning, and/or afternoon in addition to the regular evening times. Also, a few facilitators from the Family Education Centre in Peel are being interviewed with the possibility of adding a few new people to our facilitator roster.
- 3. Promotion of DPSN workshops:** Laura reported that in February there were 225 new visitors and 26 returning visitors to the website, with 25% of those visits coming via social media (thanks to our volunteer Madison.) An email will be sent out late r march to promote the last 2 workshops of the winter. Facebook had 728 “likes”, with posters and schedules continuing to get the most traction.

DPSN Office Space at DCAFS

Laura has packed up the DPSN office and is preparing to distribute things for storage elsewhere. We can still use the DCAFS mailing address and fax number going forward. In addition to researching insurance needs, She will look into a (cell) phone for DPSN and DPSN will pay the disconnection fee for the Internet.

Treasurer's Report

Phyllis reported that the current bank balance is \$21,282.88. She is hoping to have the new accounting software (cost \$217) up and running soon.

Financial Matters

1. **New Auditor:** It was confirmed via email between the February and March meetings that Catherine Campbell will take on a compilation engagement of DPSN's financial statements. The fee for this (including the charitable return) would likely be in the \$1,000 range (plus HST) and she would be willing to donate back \$500 of the fee to DPSN.
2. **United Way:** We have received notice that the United way will provide us with \$10,000 funding per year for the next 2 years.
3. **Resilient Communities Fund, Ontario Trillium Foundation:** This application is under review and we expect to hear the outcome of our request within the next few weeks.
4. **Dufferin Community Grant.** This application was submitted. There is nothing new to report.
5. **Hydro One Grant:** We have heard that our request was unsuccessful.
6. **Rotary Club's Community Choice Grants:** We did not participate in this grant request this time.
7. **100+ Women Who Care Dufferin:** We were not chosen to be one of the three organizations that will be voted on.
8. **Insurance:** Between meetings, the board approved an expense of \$115 for insurance for Laura to go into DCAFS to pack up the office (that she has not been using since the pandemic started.) Laura will ask about what insurance might be needed going forward with the move from the DCAFS building and the continuation, at least for the foreseeable future, of on-line workshops.

Bill C-25

Amendments to Bill C-25 include the Canada Not-For-Profit Corporations Act will come into effect August 31/22/ All board members are to read the changes to ensure that there is nothing needed for DPSN to do.

DPSN Policy Review

This committee is made up of Laura, Phyllis, Susan, and volunteers Alyssa and Madison. To date, two meetings have been held. There are a few items that will be brought to the board for further discussion and approval.

Land Acknowledgement

There is nothing new to report.

AGM Meeting date

All present approved the meeting be moved to June 20th. Tentatively to be planned as an in-person event.

Monthly Board Meeting Time

Changing the meeting times to 12:30 – 2:00 pm was discussed. Laura will reach out to Barbara to ensure that this time works.

Next Meeting: Monday, April 11th, with time to be confirmed, by Zoom
