



## DUFFERIN PARENT SUPPORT NETWORK

### BOARD MEETING MINUTES

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*Date | time* Mar 18, 2024, 12:00 PM via Zoom

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#### In Attendance

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**Present:** Wendy C (chair), Phyllis N (treasurer), Susan W (secretary), Jessica W, Sarah J, Kolleen S, Alyssa K (coordinator), Loren R (project coordinator), Saket K (guest),

**Regrets:** Neetu D

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#### Agenda

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The agenda was approved as presented.

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#### Land Acknowledgement

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The land acknowledgement (see below) was read by Wendy.

“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.”

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#### Introductions

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Introductions were made as there was a guest at the meeting today.

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#### Approval of Feb 12, 2024, Meeting Minutes

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All approved the minutes for the board meeting held on February 12, 2024.

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## New Board Members

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Wendy, Susan, and Alyssa had interviewed Sarah J and Jessica W in the week prior to the current board meeting. They made the recommendation to the board that both Sarah and Jessica be appointed as new board members, to begin immediately. As there was a quorum of current board members at the meeting, and all of those approved, the motion passed.

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## Coordinator's Report

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**Winter workshops:** The winter workshops have had attendance between 30-50% of the number of people registered (typically it is more like 50-60%) so they are having somewhat low attendance. A quick brainstorming session provided a couple of ideas for the coordinator to pursue that might help with this.

**Spring workshops:** Alyssa currently has 6 workshops confirmed. A few other topics/facilitators were discussed for Alyssa to pursue.

**Promotion of DPSN workshops:**

Facebook had 906 “likes” and 103 followers as of March 15, 2024. Our posts have been viewed 5,329 times in the last month.

We have 1430 email contacts. February emails saw a 42% open rate and a 2% click rate.

In-person events: There are some upcoming local events where we can set up a display to promote DPSN (at schools within Dufferin and nearby areas) that Alyssa will post for the board to see if they are interested/available in attending. Alyssa and Loren will attend some of them.

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## United Way Grant

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We have been approved for \$8,000 per year for 2 years (April 01, 2024 – March 21, 2026). This is a bit less than what we had received last year.

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## Dufferin County Community Grant

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Nothing new to report. (Alyssa submitted a grant application on January 30<sup>th</sup>, asking for \$17,000 per year. We expect to hear a response in April 2024.)

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## Community Services Recovery Fund Grant

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**Exploring In-Person Workshops:** It was decided to allow a higher honorarium for facilitators doing in-person workshops, as there is more time needed to get to the venue and to set up/take down, as compared to virtual workshops.

The coordinators are setting up meetings with community partners to explore the addition of new facilitators and workshops (both virtual and in-person ones) to the DPSN repertoire.

**Website Redesign:** The coordinators are working on reviewing the parenting resources as part of the website updating project. Some of the board members have also offered to help with this.

**25<sup>th</sup> Anniversary:** At a meeting held on Feb 23, 2024, it was decided to go ahead with 2 events to mark the 25<sup>th</sup> anniversary of the DPSN: a “Family Fun” event and a “Celebrate Parenting “ (Adults only) event.

- 1) **Family Fun event:** In between meetings, it was confirmed that DPSN will have a booth on Sat June 1<sup>st</sup> at the Blues and Jazz festival in Orangeville. A booth will be set up to promote the DPSN. Also, family-friendly entertainment and giveaways are being planned to help draw people to the booth.
- 2) **Celebrate Parenting event:** The board approved the venue, the facilitator, and the cost per ticket for this adult-only event that is being held the evening of June 12<sup>th</sup>.

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### Treasurer's Report

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Phyllis reported that the current bank balance is \$55,825.93.

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### Policy Updates

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Nothing new to report.

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### To Do List

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Nothing new was added. The following is from the previous meetings:

Wendy and Susan to work on a 6-month review for coordinator, to be used in May

Alyssa is working on other items on the list. Leave on: “Ask a Parent” idea for later.

Board responsibilities: make a list of the responsibilities of the chair, treasurer, and secretary to be added to the policies/procedures document.

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**Next Meeting: Monday, April 08, 2024, Noon – 2:00 pm, via Zoom**

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