



DUFFERIN PARENT SUPPORT NETWORK

BOARD MEETING MINUTES

Date | time June 12, 2023 1:00 PM -3:00 PM
Dufferin Child and Family Services Orangeville, Ontario

In Attendance

Present: Barbara H (chair), Nichole M (vice-chair), Phyllis N (treasurer), , Neetu D, Alyssa K, Karen R-S, Wendy C, Laura L (coordinator),

Regrets: Susan W (secretary), Kolleen S, Amanda F (coordinator)
(Barbara H left after the new officers were approved)

Land Acknowledgement

Barbara read the land acknowledgement:

“DPSN acknowledges that the lands upon which we live and learn are Indigenous territories steeped in rich history and traditions. With this acknowledgement, we declare our desire to honour and respect the past and present connection of Indigenous peoples with this land and all of its resources.”

Approval of May 8 and May 25 2023 Meeting Minutes

All approved the minutes for the board meeting, held on May 8, 2023 and the interim meeting on May 25/2023.

Election of Officers

ON A MOTION DULY MADE, by Barbara Horvath and carried unanimously;

BE IT RESOLVED THAT the following individuals are hereby elected to be in the following positions for the 2023 / 2024 year.

Chair - Nichole M.

Vice- Chair - Alyssa K.

Treasurer - Phyllis N.

Secretary - Susan W.

Signing of Declarations

All the members present signed their declarations stating there have been no changes to their criminal history since their initial criminal record check. Susan W. and Koleen S.'s declarations are still pending and will be collected at the September 2023 board meeting.

Alyssa K. Wendy C. and Neetu D. Provided their criminal records checks which were viewed, noted and returned. Nichole will ensure witness forms are signed for those and also Amanda's criminal records check.

Treasurer's Report

Phyllis reported that the current bank balance is \$20,547.03.

The board approved 3 members to be the signing authorities for banking.

Brief Update from Website Committee

The website committee shared that they have developed a list of requirements and wants for the website. They have been researching companies that offer software to develop the website as well as those that offer website hosting. The committee has also been developing a requirement and wants list for a new computer for the coordinator.

The committee has planned to move forward seeking quotes from website designers and will bring the quotes back to the board for approval. They also seek to plan a meeting with Lon (Fundraising Consultant) to get advice on how to proceed in website development and requesting if he has any recommended contacts for this endeavour.

The committee also discussed the use of grant money for the following, after confirming that all items qualify for grant purposes:

- Website development
- Procuring more stock images
- Training on how to update the website
- Coordinator laptop purchase
- Updated marketing materials
- Updated graphics and logo
- Future consultations with Lon.

Strategic Planning

The board approved the Mission, Vision, Philosophy and Goals document, with some minor changes.

The board discussed suggested wording options and approved “the parenting network” as the phrase to use to refer to DPSN on marketing material.

Discussion of phrases and marketing messages - We have decided to lean towards a positive initial messaging (ex. “Empowering Parents to Raise Happy, Healthy Children”) with connecting to the challenging parts as a secondary piece “Parenting can be hard... we can help”

The board plans on including this information when discussing the website with the designer once secured.

AGM

The AGM took place immediately before this meeting, June 12, 2023 at 12:30.

To Do List

Website design quotes
Researching computer

Future Meetings

The remaining board members discussed and decided that for this coming year

- board meetings will be scheduled for 2 hours from 12:30 - 2:30 to ensure time for all items
 - board meeting will continue via zoom with the exception of in-person board meetings in September, December and June
 - Nichole will book boardroom for September meeting
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Next Meeting: Monday, September 11, 2023, 12:30 - 2:30pm, DCAFS
Boardroom
