



## DUFFERIN PARENT SUPPORT NETWORK

### BOARD MEETING MINUTES

*Date | time* Jan 15, 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), Neetu D, Kolleen S, Alyssa K (coordinator), Loren R (project coordinator), Sarah J (guest), Jessica W (guest)

**Regrets:** n/a

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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.

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#### Approval of Dec 11, 2023, Meeting Minutes

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All approved the minutes for the board meeting held on December 11, 2023.

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#### Coordinator's Report

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**Winter workshops:** are starting January 24<sup>th</sup>, with currently 15 people registered for the first one.

**New Topics:** Being considered for future workshops are “Parenting in the Trenches” and a “Early days Parenting” one that would be presented to people prenatally.

While discussing the above, it was noted that we could be ensuring parents are aware of who they might talk to in times of stress and crisis, so a few different agencies' numbers were given to the coordinator.

**Promotion of DPSN workshops:**

Alyssa reported that in December the website had 44-page interactions.

Facebook had 900“likes” and 993 followers as of January 10th. Our posts have been viewed 2,696 times in the last month.

DPSN has 1592 email contacts. No emails were sent out in December.

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### Community Choice Grant (Rotary Club of Orangeville Highlands)

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Nothing new to report.

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### United Way Grant

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We have asked for \$20,000. We expect to hear the outcome in February 2024.

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### Dufferin County Community Grant

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Alyssa submitted a “Grant Story” report to the county. She is currently working on the new application which is due at the end of the month. She will request a 3-year grant this time.

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### Community Services Recovery Fund Grant

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**Networking/Marketing:** Loren has been working on putting together marketing materials and delivering them to local schools and centres.

**Logo Designs:** Loren and Alyssa had presented different options from Chelsea between board meetings, and at the meeting the following was approved: “Concept A5”, with both a horizontal and vertical version, with white lettering for use on a purple (or other dark coloured) background; otherwise, the wording is in purple with some secondary colours.

**Exploring In-Person Workshops:** A meeting has been set up for this month to explore a partnership for offering in-person workshops.

**Other items for the board members to work on:**

- i) Brainstorm ways to increase awareness of our program.
- ii) 25<sup>th</sup> anniversary marketing slogan.
- iii) Come up with a list of what volunteers can be working on (in addition to the board members.)

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### DPSN Cell Phone Plans

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Alyssa presented a few options, and it was decided to go with a \$35 per month plan with unlimited minutes and messaging and a small bit of data (as not normally needed for the phone.)

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### SLACK Communication Tools

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Alyssa is working on setting this up for use by the coordinators and the board.

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## Welcome Wagon

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Alyssa had been contacted about providing something for the welcome wagon. She or Loren will provide them with brochures. In the future, we might consider bookmarks or magnets with info about the Parent Support Network.

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## Recruitment of New Board Members

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Both people who have expressed an interest in joining the board attended today's meeting.

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## Treasurer's Report

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Phyllis reported that the current bank balance is \$62,088.17. This includes the Community Service Recovery Grant.

Phyllis is applying for a DPSN credit card via Meridian with a credit limit of \$500.

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## 25<sup>th</sup> Anniversary celebration

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Loren and Alyssa have been working on ideas for this event. A planning committee will be put together soon.

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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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Wendy and Susan to work on a 6-month review for coordinator.

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

We added: 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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## Meeting times:

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It was decided to send out an email to all board members to see if there is consensus for starting future meetings at noon.

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Next Meeting: Monday, February 12, 2024, Noon – 2:00 pm, via Zoom

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