



Ponoka Family & Community Support Services

Board Meeting Minutes

June 11, 2018

Present: Doug Gill (Board Chairperson), Kevin Ferguson (Town Rep), Tamara Armitage Cline (Member at Large), Ed Seto (Member at Large), Mark Matejka (County of Ponoka Rep), Debby Grant (Member at Large), Lauraine Weir (Vice Chair), Shannon Boyce-Campbell (Executive Director)

Regrets: Lynn Lawrence (Member at Large), Alana Cissell (Member at Large)

Recording Secretary: Shannon Epp (Office Manager)

The meeting was called to order by Doug Gill at 4:33 p.m. at the Ponoka Family and Community Support Services Board Room.

1.0 Approval of Agenda

18-52 Motion: Lauraine Weir moved to accept the agenda as presented. **Carried.**

2.0 Approval of Minutes

May 14, 2018

18-53 Motion: Lauraine Weir moved to accept the May 14, 2018 minutes as presented. **Carried.**

3.0 Business Arising

3.1 Library Naming Rights: The Executive Director has forwarded the Board's suggestions regarding the naming rights for our Library sponsorship, the library will be trying to incorporate the FCSS colours and logo.

3.2 Youth Centre/BBBS Financials for Review: This was provided to the Board for information purposes. FCSS Financial Controller was able to go over the documents on behalf of the board and sought clarification on a few items. The Executive Director of the Youth Centre also suggested a photo and story be completed for the newspaper, given the length of our funding relationship. The FCSS board agreed, and our E.D. will make those arrangements.

3.3 Rural Homeless Estimation Count Grant: Ponoka FCSS was not successful in our application for this grant, as it was awarded to Lacombe and Wetaskiwin. The group of agency representatives that had gathered to work on the project will continue to be involved in the project in a partnership with Wetaskiwin FCSS's initiative. We will be included in the associated training opportunities and the local group will continue their quest to educate the public about poverty.

3.4 Tough Enough to Talk About It:

18-54 Motion: Tamara Armitage Cline moved that Ponoka FCSS cover the cost of the Tough Enough to Talk About It event to a maximum of \$450.00. **Carried.**

4.0 New Business

4.1 MOAMA Trip Outcomes Measures: Outcome measures were provided to the Board and the reviews of the trip were favorable.

4.2 Rising Sun Clubhouse Golf Tourney: The Clubhouse will be hosting their first Golf Tournament on Friday June 15th, 2018.

18-55 Motion: Mark Matejka moved that Ponoka FCSS provide an item with our FCSS logo to be used as a Silent Auction prize to a maximum amount of \$75.00. **Carried.**

4.3 Ponoka Ladies Golf:

18-56 Motion: Mark Matejka moved that Ponoka FCSS provide approximately 20 items with our FCSS logo to the Ponoka Ladies Golf group to a maximum amount of \$300.00. **Carried.**

4.4 Lifeline Financial Review: The Ponoka FCSS Financial Controller will have this review of the Lifeline Program ready for the Board to review at the September meeting during the Board Retreat.

4.5 Program Coordinator Professional Development: FCSS Program Coordinator attended a professional development workshop regarding client services.

18-57 Motion: Lauraine Weir moved that Ponoka FCSS cover the costs associated with this workshop including registration, hotel and mileage at a cost of \$526.81. **Carried.**

4.6 Youth Bursaries: These arts and cultural bursaries were established two years ago by a fundraising event organized by a local dance group. There is a minimal amount remaining at this point and once that is depleted there will be no new money until later in the fall when the group plans to hold another event.

4.7 Rimbey Golf Tournament: As the Board discussed all three golf sponsorships presented in one month and compared previous involvement, it was suggested that in the 2019 budget there be a line item added solely for sponsorships of this kind and guidelines established.

4.8 Shoppers Drug Mart Support: Historically, Ponoka Shoppers Drug Mart has been a significant supporter of our Cancer funds each year. Given there is new management, the business is spreading their fundraising efforts to a diverse group of local causes, however they also anticipate they will continue to add to our Cancer funds, just perhaps in a lesser amount.

4.9 Man Van: The Man Van is scheduled to be in Ponoka during the Ponoka Stampede on June 30th, 2018 from 10 – 1. They require us to block off the area early that day and take care of advertising the event. Lauraine and Debby have agreed to complete these tasks. The Board suggested that the information be added to the town sign as it is already posted on our website and Facebook.

5.0 Correspondence

6.0 Executive Director's Report - Attached

7.0 Program Coordinator Report - Attached

8.0 Home Services/Home Support Coordinators Reports - Attached

9.0 Committee Reports

9.1. Finance:

9.2 Policy & Guidelines: Lauraine – Chair

9.3 Human Resources: Doug – Chair

9.4 OH&S: Shannon BC – Chair

9.5 Quality Improvement: Shannon BC – Chair

9.6 P.R. and Advertising: – Chair

10.0 Supported Program Reports: Report submitted alternating months

11.0 Schedule Committee Meetings:

Q1: July 24 @ 2:30 p.m.

12.0 Next Meeting:

The next regularly scheduled board meeting will be held Sunday September 16th, 2018 at 4:30 p.m. at the Inn at Pigeon Lake during the Ponoka FCSS Board Retreat.

18-58 Motion: Kevin Ferguson moved to adjourn the meeting at 6:59 p.m. **Carried.**

Chairperson
Doug Gill

Executive Director
Shannon Boyce-Campbell

Recording Secretary
Shannon Epp

Date Approved: _____

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