

## Board Meeting Minutes

JANUARY 24, 2008

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**Present:** Ann Sinclair, Patricia Richards, Ann Bromley, Claudia Jahn, Wayne Desmond, Bill Buckland, Carol Tooton, Amy Moonshadow, Kasia Tota

**Regrets:** Barbara Nehiley, Rebecca Koeller

**1. Approve agenda – APPROVED;** Add Housing Ministers Meeting in Feb.

**2. Approve minutes** of November 22, 2007.

Motion: Approve minutes of Nov. 22 2007

Moved by: Ann B. Seconded by: Patricia APPROVED

### 3. Reports

- a. Treasurer – provided by Barb to Claudia electronically. Key issue is the partnership account which will be transferred to AHANS by CAH. The board will have to decide how to use these funds for the community.

**ACTION:** more detail will be provided at the next meeting with regards to the partnership account.

Motion: Approve Treasurers report.

Moved by: Patricia Seconded by: Ann B. APPROVED

- b. Social Marketing

Kasia presented the report on recommended action to the rural roundtable report.

#### 1. Immediate follow up with participants & DCS

- a) distribution of the document to participants of focus groups and Debert

The final report did not go out the participants and the public yet. It was originally decided to launch the report at the AGM and to distribute right after. This plan changed due to the very low attendance at the AGM. The board has to make a decision to either have an official launch or distribute without one.

**ACTION:** Immediately distribute the report to all participants. Claudia to follow up.

b) posting of the document on the website (once participants received it)

**ACTION:** Rebecca to post the document on the website.

- c) Meeting with the Department of Community Services, the Minister or Deputy Minister and Dan Troke. The Department is currently working on the Poverty Reduction Strategy and the document might be useful for this purpose.

**DISCUSSION:** It was generally agreed that a meeting with the Minister of Community Services would be a good idea. The meeting should focus on the document but should also be strategic and raise key issues, e.g.:

Sformatowano: Czcionka:  
Pogrubienie

- Support for the Provincial Poverty Reduction Strategy
- Housing Trust Fund – ie timetable, community involvement in program design, allocation of funds from the Housing Trust Fund, how the will support the non-profit sector
- Building capacity in the non-profit sector,
- Adequacy of renovation programs
- Recent FCM report on housing (20,000 shelter beds across the country, aging public housing stock in need of investment).
- Increase community-based capacity

**ACTION:** The report should also be sent, along with a letter to the Minister and Deputy Minister of DCS and the chairs of all 3 caucuses.

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**ACTION:** Wayne, Ann and Amy will meet with the Minister. Claudia will facilitate in providing contacts, arranging the meeting and calling all three caucus chairs. Kasia will support drafting of the accompanying letter to be sent from the chair.

**ACTION:** Kasia, Wayne and Ann will meet on Feb. 18 at 6:00 pm (Ann possibly via teleconference) to discuss drafting of the cover letter and any accompanying notes.

## 2. Follow-up Network Meeting

- possible date mid March-April
- 1.5 day event
- first evening: review and solidify recommendations by community participants
- morning: discussion of recommendations with government/elected officials/other stakeholders to receive feedback and add more detail/strategy
- afternoon: invite community to develop terms of reference for the provincial network (what? why? who? when?)

**Motion:** Approve to initiate planning of the network meeting by the Social Marketing Committee as suggested and to approach Coastal Communities Foundation for funding.

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Moved by: Patricia Seconded by: Bill **APPROVED**

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**ACTION:** Claudia will send a letter of intent to the CCF. The following people will be involved planning: Amy, Claudia, Rebecca, Kasia, Patricia

### 3. Follow up on the specific recommendations

The network meeting could provide more detail on the recommendations and strategies on how to move forward. People may feel disappointed that not much has happened since last May but hopefully they will understand our still limited capacity and the need to clear direction.

#### b. By-laws and policy

Patricia updated the board on progress made so far.

- By-laws need to be updated prior to the AGM and will come to the board before April
- Policies and procedures – Patricia and Barb started looking at a handbook, principles, vision, roles for board members, procurement and hiring procedures, conflict of interest.
- Over 3 pages have been drafted but will come to the board in stages
- Carol also raised liability issues need to be looked at
- Year-end may have to change from April 1<sup>st</sup> (our AGM is usually in October)

**ACTION:** Draft document of partial policies and procedures will be circulated a week before next meeting for review.

#### d. Board binder

There was a discussion about the need for a board orientation binder. It was agreed that binders do not have to be provided to all as it entails a lot of work in keeping them up to date. Rather, a master copy binder will be held by the Secretary and provided to those without e-mail access. Individual board members can update the information provided electronically.

**ACTION:** Kasia will compile all key files electronically. Kasia will ask Rebecca to investigate provided board member on-line access to key documents through the website. Some (e.g. by-laws, minutes etc\_) may be available to the general public, others can be accessed via password.

#### e. CHRA conference tabling of conference report

Motion: Accept the report

Moved by: Ann B. Seconded by: Kasia

### 4. New Business

- Appoint Grant Wanzel to Creighton-Gerish Board as member of AHANS and make him an honorary member of AHANS

Moved by: Bill Seconded by: Claudia **APPROVED**

- Appoint another member to Creighton-Gerish Board

Discussion: The board would like to know more about the commitment required

(Copy of approved motions should be sent to Creighton Gerrish Development Association)

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ACTION: Ann S. will follow up with Grant and call Amy. Amy expressed interest to be on the board.

c. Coastal Communities membership

Motion: Join Coastal Communities Coalition as a member

Moved by: Carol Seconded by: Amy **APPROVED**

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d. CHRA membership - deferred

e. Other - Ann S. mentioned that the Housing Futures Collaborative is acting to raise awareness of the recent FCM report on Housing prior to the Housing Ministers meeting in Vancouver in February.

ACTION: Ann S. will draft a short letter to the DCS Minister raising the issues in the FCM report.

ACTION: Claudia will circulate the report electronically to AHANS and CAH membership and contacts.

## 5. Community updates

- Carol: Mental Health Coalition is organizing an event March 3 2-4 pm at the Tupper Bldg. Please call Carol for more information; also August 22/23 CMHA is organizing a 100th anniversary conference at the Holiday Inn and there may be an opportunity to bring in housing focus.
- Bill is currently negotiating some upgrades for Seton housing with the province and it looks promising
- Claudia; Deadline for CAH RFP is tomorrow and for the first time the call includes program needs; also Claudia will speak at a Public Health conference in April.
- Wayne has been elected the Chair of the North Preston Ratepayers Association
- Patricia and Barb are active on the board of Metro Turning Point and re helping to bring about exciting changes; 65 men stay at the MTP every night and the recent cold weather events are bringing those issues to the front. There is desperate need for programs for men, more funding and partnerships. MTP was able to get the province to approve cold weather alert policy and funding at MTP.

Usunięto: met

6. Next Meeting Thursday Feb 28<sup>th</sup> 5 pm

## 7. Adjourn

Prepared by: Kasia Tota, Secretary