

Barons-Eureka-Warner Family & Community Support Services Minutes of Board Meeting – Wednesday, September 14, 2016

Attendance

Cathy Needham, John Willms, Don Heggie, Don Holinaty, Barbara Edgecombe-Green, Ian Glendinning, Bill Martens, Laura Ross-Giroux, and staff members: Zakk Morrison, Milton Iwaasa and Linda Hashizume.

Absent

Merrill Harris

Observers

Sel Golding, Village of Barons

Call to Order

C. Needham called the meeting to order at 5:02 p.m.

Approval of Agenda

J. Willms moved the Board approve the agenda as amended.

- Move planning retreat from 3 a) to 5 a)
- Add 3 b) Director Evaluation
- Add 6 a) FCSSAA Invoice
- Add 6 b) Update from Milton Iwaasa

Carried Unanimously

Minutes

B. Edgecombe-Green moved the minutes of the June 8, 2016 regular FCSS Board meeting be approved as presented.

Carried Unanimously

Business Arising from Minutes

Director Evaluation

C. Needham reported the Board Evaluation Committee completed their review of the Director and approved his completion of his probationary period along with salary change as appropriate.

Correspondence

The following correspondence was presented for information:

- Deborah Teed, Executive Director, Family and Community Support Services Association of Alberta (FCSSAA)
- Highlights of the June 2016 FCSSAA Board Meeting
- Ken Dropko, Human Services
- 2016 Power of Prevention Conference
- Thank you card from John Willms

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B. Edcombe-Green would like to see the FCSS Story video once it has been updated. She indicated it would be good to show at the All-Councils meeting again.

D. Heggie moved the Board receive the correspondence as presented for information.

Carried Unanimously

Reports

Director

Z. Morrison reviewed the Directors report and job plan.

D. Holinaty moved the Board approve the Directors Job Plan for 2016-2017 as presented.

Carried Unanimously

The Board discussed the proposed Planning Retreat.

The Board suggested a two-day retreat during the week of January 16-20, 2016.

L. Ross-Giroux moved the Board authorize Administration to move forward with planning a two day out of town retreat for the Board and staff retreat in January 2017.

Carried Unanimously

Z. Morrison provided an update on the Taber venue and recommended a partnership with Child and Family Supports.

L. Ross-Giroux moved the Board authorize C. Needham to sign the partnership endorsement letter between Barons-Eureka-Warner FCSS and Child and Family Supports Centre for the Taber venue.

Carried Unanimously

B. Martens moved the Board approve the Director's Report as presented.

Carried Unanimously

C. Needham recommended Barons-Eureka-Warner FCSS continue membership with FCSS Association of Alberta and pay the annual membership fees.

B. Edgecombe-Green moved the Board approve payment of the 2016-2017 FCSS Association membership fee.

Carried Unanimously

The Board requested the FCSS Association membership invoice be noted on the financial statement for future years. A motion is no longer required.

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Finance

The Board reviewed the Financial Report.

J. Willms moved the Board approve the September 14, 2016 Financial Report.
Carried Unanimously

The Board reviewed the projected budget for 2016.



**Barons-Eureka-Warner
 FCSS
 Projected Budget 2016**

| REVENUE | 2016 Budget Revenue |
|--|--------------------------------|
| Provincial FCSS funding | 1,428,896 |
| Municipal Requisitions | 369,807 |
| 2015 Retro Carry Forward | 37,495 |
| Interest Income | 12,000 |
| Contribution from Retained Surplus | 0 |
| Parent Link - Program Support | 2,300 |
| Roots of Empathy | 1,350 |
| Revenue Other | 17,401 |
| FCSS Revenue | <hr/> 1,869,249 |
| ECD Community Coalition Grant - M.D.. Taber/South County Warner | 22,500 |
| ECD Community Coalition Grant - County of Lethbridge | 22,500 |
| Provincial PLC Liaison | 58,449 |
| | <hr/> 103,449 |
| TOTAL | <hr/> \$1,972,698 <hr/> |

| EXPENDITURES | 2016 Budget Expenses |
|------------------------|---------------------------------|
| Program Support | 332,475 |
| -Community Development | 54,524 |
| Counselling | 767,712 |
| Senior's Wellness | 91,392 |
| Family School Liaison | 62,942 |
| Parenting Program | 560,204 |
| FCSS Expenses | <hr/> 1,869,249 |

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|--|----------------------------------|
| ECD Community Coalition Grant - M.D.. Taber/South County Warner | 22,500 |
| ECD Community Coalition Grant - County of Lethbridge | 22,500 |
| Provincial PLC Liaison | 58,449 |
| | <u>103,449</u> |
| TOTAL | <u><u>\$1,972,698</u></u> |



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|--------------------|------------------------------|
| PARENT LINK | 2016-2017 Budget |
| REVENUE | Revenue |
| Parent Link | 417,085 |
| FCSS Contribution | 45,973 |
| TOTAL | <u><u>463,058</u></u> |

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|----------------------------------|--------------------------------|
| EXPENDITURES | 2016-2017 Budget |
| | Expenses |
| Parent Link - BEW | 414,224 |
| Parent Link - Cardston operating | 48,834 |
| TOTAL | <u><u>\$463,058</u></u> |

D. Holinaty moved the Board approve the 2016 Barons-Eureka-Warner FCSS Budget as presented.
Carried Unanimously

J. Willms moved the Board approve the 2016 - 2017 Parent Link Budget as presented.
Carried Unanimously

B. Martens moved the Board approve the monthly accounts for June 26 to August 25, 2016.
Carried Unanimously

Report to Municipalities

The draft Barons-Eureka-Warner FCSS Report to Municipalities for April to June, 2016 was distributed with the agenda for information and approval.

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D. Heggie moved the Board approve the draft copy of the April to June, 2016 Report to Municipalities and directed Administration to distribute the report to our Municipalities.

Carried Unanimously

New Business

Milton Iwaasa Update

M. Iwaasa provided a report to the Board on:

- Clothing Fests
- Father's BBQ's
- Grey Matters Conference
- FCSSAA Achievement Award

Round Table Discussion

C. Needham mentioned a Leadership Conference to be held in Red Deer on September 19, 2016. <http://www.theleadershipcentre.ca/>

B. Edgecombe-Green expressed her concern regarding the decline in dental health. She asked if FCSS would have a role in advocacy for dental health.

C. Needham indicated she would take the concern to the Provincial FCSS Board.

L. Ross-Giroux reported she attended the Sheldon Kennedy Centre for Advocacy workshop.

Closed Session

B. Martens moved the Board move in-camera at 6:45 p.m.

Carried Unanimously

B. Martens moved the Board move to regular session at 7:10 p.m.

Carried Unanimously

Discussion with Director and Board.

D. Holinaty moved L. Ross-Giroux, Barbara Edgecombe-Green and Cathy Needham form an Evaluation Committee to review and prepare a proposed staff satisfaction survey, program and Director review process and policy.

Carried Unanimously

Date of Next Meeting

The date of the next regular Board meeting will be October 12, 2016.

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Adjournment

J. Willms moved the meeting adjourn at 7:20 p.m.

Carried Unanimously


Chairperson


Director