

## EINS Board Meeting Minutes

September 20, 2008

Present: S. Melanson, D Dexter, A Matthews, M Oxner, J Gillis, M Hanington, S McCurdy. Regrets: B Putnam, B Shea, D Lowe Whyntott,

- 1.0 Call to Order (10:00)- S Melanson. Welcome to Mary Oxner, new member. Introductions of Board members.
- 2.0 Approval of Agenda (10:05)- addition of Committee Membership under New Business. *Motion to approve agenda- M Oxner, S McCurdy*
- 3.0 Minutes of last meeting and May 08 meeting (10:10)-*Motion to approve: A Matthews, S McCurdy.*
- 4.0 Guest Speaker from the Credit Union- Anne Stephaniuk (exec. Director of Credit Union Foundation) and Jim Johnson (chair of charitable foundation) from Credit Union. We were chosen to be funded by Credit Union among many because we are spread across many communities across the province, as is Credit Union. At last AGM, a parent and child attended & made a great impression along with providing an opportunity to see first hand what we do. While they will continue to fund other organizations, they would like for us to be the one they continue to provide ongoing support to. There is a board meeting at the end of the month and they will continue to discuss our organization. One of their goals is to continue to promote the correlations between our two organizations. They want to be able to raise more money on our behalf. They want to educate and build awareness about Credit Union charitable foundation, and then really start promoting who EI is and what we do. (We will get a copy of the video, along with past and present PR materials, to Anne). Jim felt that the more we are identified with the Credit Union, the higher profile we would have and the easier it would be to obtain outside funding. International Credit Union day is Oct. 16<sup>th</sup>. They would like to be able to speak to their staff first, and also have a local family to speak about how they have been impacted. Then they would roll it out to the community. Anne would like for us to send her some EINS PR material, and from that point on, dialogue around how we can represent Credit Union, who would cover the costs, etc. Sarah will email programs to see who has made connections with their local Credit Unions and let Anne know. Oct. 28,29 & 30 there is a semi-annual meeting where all Credit Unions will be present. The agenda has been set but there was discussion around us informing them about what we could have available (ie- poster board, loop video, etc). They can then decide what they would need. We should also let them know why we would like for EINS to be able to hang onto some of the funds from them for within-board expenses.

## 5.0 Committee Reports (10:20)

5.1 Treasurer- Brenda will get a memorandum of understanding from Credit Union as per request by accountants.

2007-08 Year end Financial Statements (Belliveau-Veinot) handed out as amended after review at AGM.

Current Financial Statement circulated and reviewed by Donna.

*Motion: that we pay the EINS mileage rate at a rate of .25 cents per KM. D Dexter, A Matthews.*

Payroll deductions for Partnerships for Inclusion are all up to date and have been paid.

There was an HST rebate for 2007-2008 in the amount of \$6888.37. EINS' portion of that is \$1657.41 and the PFI portion is \$5230.96. The cheque did arrive and will be deposited this month. Partnership wages for April to June of '08 were as follows: Manager: \$9515, 6 1/2 pays, Facilitators: \$9661 for 7 pays. Bookkeepers' contract was \$375 per month to the end of August.

Parent Funding: There is currently no category for out of Province for a conference fee of less than \$100. *Motion: Parents applying for any out of province conference will receive \$200. D Dexter, A Matthews*

*Motion: EINS will give \$2000 to ECIANS towards the Lorraine Fox retreat. D Dexter, S McCurdy*

*Motion to accept Treasurer's Report as presented: D Dexter, M Oxner*

5.2 Parent Support Committee- no report

5.3 PR/ Fund-raising- We will do up a list of the current PR materials to be shared (what we currently have and what we have done in the past) with Anne (Credit Union). This can be shared with programs, along with asking them what they would like to see more of, especially for ideas for EI Month. Ashley continues to work on a PowerPoint presentation; Jenny & Mary will get together with her to help finish this.

5.4 Membership- newsletter and minutes continue to be added to the website. Snail mail versions sent to those for whom there is no email address. Some new memberships were received. Jenny will send out an email asking that programs and individual be members of EINS keep their memberships current at each AGM. *Motion: EINS membership renewals will now be accepted at AGM time only. J Gillis, M Hanington*

5.5 Advocacy, Research and Development- Some programs have signed up for benefits, and reported it as being an easy process. Programs are still encouraged to sign up for this, so that the cost for all will go down. Discussion around Antigonish Guys. movement toward salaries, recognition of EI and how EINS can collaborate to get all programs involved (perhaps getting all board chairs together to discuss how we can work together with Hay Group info. toward a unified end).

5.5.1 Hay Group- No completed questionnaires have been submitted. Sarah will continue to follow-up on this with programs.

5.6 Partnerships for Inclusion- Year end retreat went well. Project is finished. \$35,000/yr income we have received from them is no longer incoming. All materials are going to regional offices for DCS, with the exception of one laptop. Books are in the process of being closed off.

5.7 Web Development Committee- Donna is in the midst of making changes to our website- removing Partnerships, adding new members, chairs report for 2008, etc. Under our association/mission section, a parent education application form will be added. Partnerships discussion forum will be removed. Jenny will forward last minutes to Donna to be added to website.

5.8 Chair- *Sorry I am unable to meet with you today. I can honestly say that since the AGM there has been very little work done by your chair. We did have a flurry of activity late in June as we dealt the tidying up of PFI. We were asked to give all PFI furniture and books to the regional Community Services offices.*

*I attended a meeting with some folks from the Antigonish EI program to discuss some ideas re advocacy and how EINS could help.*

*I have been in touch with Rose Coach via email. She put our name forward for participation in an environmental scan that is being done for early childhood through Health. I am hopeful that they will be contacting me about that next week.*

*Our next meeting to work on the procedures manual is Oct. 10<sup>th</sup>.*

*Respectfully submitted Brenda*

*Motion: Approve all reports as presented. M Oxner, S McCurdy*

6.0 Business Arising from the minutes (11:20)

6.1 Credit Union

6.1.1 Family for October 16 in Halifax- Jenny will follow-up on this.

6.1.2 Issues raised by the guest speaker- covered in above section re: guest speaker from Credit Union.

6.2 Lorraine Fox Conference- Conference to take place in October. No further information at this point.

6.3 Parenting Journey Training- some training to take place next week. We will request more information on where DCS is with training.

## 7.0 New Business (1:20)

7.1 Correspondence- letter from NS Learning Disabilities association asking if we would like to put an exhibit at their trade fair at the cost of \$400. It was agreed upon by the board that this was too costly for us, and also not necessarily the best fit as our population is typically younger than those with diagnosed learning disabilities.

## 7.2 EI Month – February

7.2.1 Milk cartons- Mary & Sarah have both tried and have reached dead ends. Mary recently sent an email to Farmers' explaining who we are, etc. and has not heard back as of yet. Suzanne will forward Mary's email onto her contact at Farmers and we will see where that goes.

PR committee will work together on future ideas for EI month (Mary to send list of what has been done in the past, to which we can add what we currently have available. Jenny will forward this onto Programs, and ask for some new ideas to be shared. PR committee will meet to go over ideas and prepare something for November's meeting).

7.3- Committee Membership- Mary O. will be joining the advocacy, research & development committee. Suzanne will collaborate with Sarah on the finance committee.

Current Committee membership-**PR Fundraising**- Jenny, Mary H., Ashley. **Membership**- Brenda, Jenny, Barb. **R&D/Advoc.**-Sarah, Brenda, Bernie and Mary O. **Exec.**(Sarah, Jenny, Donna, Brenda). **Parent Support**- Barb (as needed). **Web**-Donna. **Finance**-(new committee)- Sarah, Donna, Suzanne, Denise

8.0 Next meeting date (1:50)- November 15<sup>th</sup> at 10am

9.0 Adjournment- M Oxner at 2:15pm