



**Dufferin Parent Support Network Board of Directors  
Meeting Minutes, October 17, 2011**

**Present:** Paula C, Pat G (recorder) Barbara H, Kolleen McI (chair), Phyllis N, Joan O  
**Regrets:** Kally N

1) **Call to Order/Approve agenda :** 3:05 at DCAFS - Kolleen

2) **Minutes**

To accept the minutes of the September 12, 2011 meeting as presented with name change as noted

i) M/ Paula S/ Barb

3). **Strategic Planning:** Terms of Reference (TOR) –discussed request from public health. They are collecting TOR from external committees that staff sits on. Board decided that General Operating Bylaws-index provides all info required for sharing with outside agencies such as public health. Provide this document for future requests.

4). **Coordinator's Activity Report :**

*NewslettersBanner Column*

- Oct newsletter-revised and sent. Topics not chosen for Nov & Dec yet- ?Stacey D to do an article on recent lit review – **Nov 11 due date**
- Potential column on the Spirited child leading up to spring workshop- **Dec**
- Paula could do one on parenting teens - December

*Workshops*

Turnout has been inconsistent-Joan to give reminder calls to all participants.

PIC rep from schools (Giselle S) good contact to have with schools

***Invite for January Meeting 2012 Paula***

*Constant Contact*

\$96 for 6 months. Very professional looking. Generates report of use.

*Measures of Profile*

Workshop schedule given to a mental health worker

*United Way* -nothing to report

*DuCK*

Results Based Accountability (RBA) workshop held

Parent involvement committee meeting this Thurs-Paula to attend.

DuCK will formalize a process to request planning funding.

*DYAN*

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*Dufferin District School Council*-Kolleen reported on public health inspectors' presentation on new role in schools.

*DCYF Planning Committee*-first meeting Oct 25

Kim Kitchen no longer able to do substance workshop- he has changed positions. There is someone with Gateway who may be a candidate to offer the workshop

**3) Reports:**

*Treasurer's report*

Funds available to cover final payment to Stacey and Joan, status is OK for now. Barbara wrote the second letter of engagement for Stacey to complete the final tasks for the first Dufferin Not for Profit Grant.

Community First foundation to be approached for funding Phylis

Background documents for final report for Not for Profit grant due end of December – **Joan and Barbara (final report due Jan. 20, 2012)**

*Fundraising*

Not-for-Profit 2010 Grant: approved and signed the Letter of Understanding #2 for Stacey Dittman to complete work, as discuss last month. Barbara continues to be the contact person for Stacey.

Discussion around DPSN future, funding possibilities, provision of services & how DPSN will provide services in future. Dufferin Not for Profit grant submitted Sept 30. Trillium may be an opportunity for funding- will find out about current criteria \_ **Paula**

- 4) **Risk management**- Nothing to present at this time
- 5) **New Business** - Dufferin Not for Profit – see discussion above
- 6) **Next Meeting** - November 14, 2011@ DCAFS 3:00-5:00pm  
Holly Greenwood will be guest.
- 7) **Adjournment**: 5pm - Kolleen