



Waves of Hope

Waves of Hope Inc. Board Meeting Date June 18, 2007 Child and Adolescent Treatment Centre

Present – Helena Neustater, Darlene Vickers, Jennifer Gallant, Helen Lewandoski, Diane Harrington, Joyce Johnson, Mary Pearce, Joyce Hopper, Edna Verhelst, Jody Parsonage (joined at 7:30 pm by phone)

Regrets – Betty Stewart

1.0 Welcome and Call to Order

Meeting called to order at 5:40 pm.

2.0 Additions to the Agenda

No additions.

3.0 Approval of the Minutes

Mary Pearce's name was misspelled as Mary Pierce.

7.4.2 Change Darlene to Diane as the person who commented on Minnedosa.

9.0 Change Darlene to Diane who made motion that Action Plan be removed from the agenda.

Mary moved that the minutes be adopted as corrected, seconded by Diane.
Motion carried.

4.0 Treasurer's Report – Helena Neustater

4.1 See attached report. Item 4135 to be moved to 4100 – Fundraising Merchandise.

Helena presented a list of bills requiring payment as follows:

#498 FMG Dragon Boat Festival \$900.00

#499 Sheila Taylor - scrapbooking 14.34

#500 Gail Bordian - scrapbook 9.02

#501 Arlene Wood - F Show ink, paper thank yous 46.08

#502 Darlene Vickers - flip chart paper 34.97

#505 Aint Just Stitchin - caps 174.24

#506 Mary Pearce - postage F. Show 30.87

#507 Helena Neustater - deposit stamp 24.81

#508 Jennifer Gallant - photocopy paper/stamps 43.85

#509 Manitoba Paddling Assoc -. Bdn Festival 625.00

#510 First Presbyterian -use of church 300.00

#511 Caroline Campbell - scrapbooking 110.35

#512 Guild Insurance - boat insurance 582.00

#513 Regent Cresting - bags 1010.22
 #514 Darlene Vickers - water, oranges, wipes 31.15
 #515 Arlene Wood - mileage display board 60.80
 #516 Regatta Sport - deposit shirts 750.00

Helena moved that we adopt the financial statement and pay bills as presented, seconded by Joyce Johnson. Motion carried.

Edna called attention to 6030 – Team Planning and 6060 – Social Events which are currently under Team Spirit. Discussion as to whether these items fit under Team Spirit. No decision made.

Darlene, Al and Helena met with Cindy Solon today to discuss a statement received from the CRA indicating that a certain amount of money needs to be donated to charitable causes. Al will review all financial documents from the time that we became a charity to identify the charitable items. Rough calculations indicate that we are just fine in this regard. There is an identified need to spend budgeted amounts for charitable items and to claim for mileage for outreach activities.

5.0 Correspondence

5.1 Thank you card received from Sharon Young for the tribute and gift given at the planning day.

5.2 CBCN Outreach newsletter received and circulated.

5.3 JSAW designs sent letter indicating that she is offering a sunblock agent that can be washed into fabric. She is offering to treat all the team shirts for free. Joyce Hopper moved that we do not use this agent at this time, seconded by Mary. Motion carried.

5.4 Thank-you letter received from Neepawa Collegiate for allowing them to practise with our team.

6.0 New Business

6.1 Date and Agenda for Fall Team Meeting

-Financial statements – moving assets	
-Policies (alumni, committee guidelines, etc.)	- ½ hour
-Team manuals	- ½ hour
-Planning for next year re. Demos, festivals, 10 th	- ¾ hour
-Review our action plan	- 1 ¼ hours
-Look at setting up nominating committee	

Date set for November 3, 2007 from 10:00 am to 2:00 pm.

7.0 Committee Reports

7.1 Policy/Guidelines - Joyce Hopper

- 7.1.1 Draft policy circulated and discussed. See attached. Addition to Article VIIC came about due to a shore team member expressing interest in steering and an identified need by Kathy Cameron to have additional steers. Joyce Hopper moved that we adopt this addition to Article VIIC as presented, seconded by Edna Verhelst. Motion carried.
- 7.1.2 Draft policy for Alumni membership circulated and discussed. See attached. Issues discussed included application process for alumni membership and rights of alumni membership.

7.2 Social Committee - Joyce Johnson

Shelley will hold a social committee meeting on June 25. On Saturday July 21st a garden party is planned at Gail Smith's house in honour of Penny and Sylvia. In August, the social committee is planning to have a family and supports day. In September/October (date unknown), they plan to have a social evening, with each member bringing someone who has been diagnosed with breast cancer. Christmas party in December (date unknown). Darlene suggested the social committee consider what they would like to do for the Brandon Festival.

7.3 Fund Raising – Helen Lewandoski

- 7.3.1 **Fashion Show** - Helen hasn't heard from Sandy or Gail about a fashion show wind-up. Darlene advised that a wind-up did occur and that Gail and Sandy have agreed to co-chair the fashion show for 2008. Darlene shared that the fashion show committee had an excellent final meeting. They have decided that the 10th anniversary will be the theme for next year.
- 7.3.2 **Merchandise** – Totes are in and are selling very well. Caps are in as well (only 1 dozen ordered). Helen will check into white or black caps for the husbands. Six toe rings came in, seven have been spoken for and Helen has ordered another 6.
- 7.3.3 **Inventory** - Helen thought that she was short 25 zipper pulls, but now believes she may not be.
- 7.3.4 **Sponsorship** - Nothing done as of yet. Carol Fulford and Sharon Young have volunteered to help with the sponsorship committee.

7.4 Festivals and Demonstrations – Jody Parsonage

Jody advised that the demo at Ninette went well with 18 paddlers in the boat. No gate fee was paid on behalf of the team and discussion occurred that same was not necessary as the team did not make use of the fairgrounds. A hasty note and pin will be sent. The megaphone is not

working well and needs to be repaired. There is a need to get a first aid kit for the boat.

- 7.4.1 Brandon (July 1)** – Demo scheduled for around 2:00 pm and will run approximately ½ hour. Walking-in the boat has been discouraged. There is a railing at the Stream and Wood dock and the boat would need to be lifted over it. Plan to launch the boat at the pad off of Kirkcaldy and the Pontoon boat will bring it around to the riverbank. Can have display there but no fundraising items.
- 7.4.2 Winnipeg Festival (September 8/9)** – We are registered.
- 7.4.3 Brandon Festival (September 22)** – Helena will send a cheque for the early bird registration by the end of July. Darlene suggested Jody get in touch with the Army to book the tent.
- 7.4.4 Nova Scotia (2008)** – Information has been passed to Sue Rouleau who is looking into forming a committee.

7.5 Public Relations/Outreach - Mary Pearce

7.5.1 America's Funniest Home Videos

Still on hold. Decision to remove this item from the agenda.

7.5.2 Presentations

June 1 – Michelle Gerard displayed the board in her store and was interviewed by The Banner.

June 9 – Traveller's day parade attended by 17 team members.

June 12 – Arlene Wood and Marilyn Dickson presented to the TOPS club. DVD did not work but had display board and memory book. The team was presented a \$50 cheque by the TOPS club.

June 16 – Demo in Ninette. The display board was there and we were featured in the newspaper.

May 30 – Assisting Neepawa Collegiate dragon boat team.

June 1 – Relay for Life

Jody was interviewed by Janette Fowler in The Gazette News in Baldur.

7.5.3 Promotion Material

-Need to purchase information cards.

-Agreed that we would begin giving away the gel bracelets.

-We have a number of brochures left, but it would be nice to have a new one for our 10th anniversary.

-Discussed having a memorial page on the website.

-The plasma welding would be a promotional expense.

-Mary and Helen will investigate ordering a new banner.

-Need to reach out to Virden and Hamiota area and suggestion of a demo at Oak Lake.

Mary made a motion that we purchase our own DVD player, seconded by Helen. Motion carried. Mary will price out DVD players.

7.6 Team Communications – Diane Harrington

7.6.1 Diane has been compiling a list of members who need information sent out. Decision reached that newsletter, AGM minutes, minutes for the two Team Meetings and anything that needs to go into the team manuals will be mailed out by the secretary.

7.7 Team Attire – Joyce Hopper

7.7.1 Shirt Order - Joyce has been in contact with Regatta Sport. The order for the shirts is made out and ready to go. Joyce asked that the “RS” be moved from the sleeve and it will be moved to the bottom right- hand corner of the shirt. They require a 40% deposit and a cheque for \$750 needs to be sent to Regatta Sport. If members would like to purchase a second shirt, they can be ordered from Regatta Sport at any time.

-Darlene received a call from Donna Lougheed and she is getting the UCT logo ready to go on the shirts.

-Discussion of the need to have a consistent color for the names on the shirts.

-Need to investigate whether the breast cancer ribbon should be upside down for survivors.

-Discussion of having a dressy team top and need to explore same.

-Only 2 members have asked to have the logo on their shorts and Joyce will put out another call.

7.8 Boat and Equipment – Betty Stewart

7.8.1 Paddles – Paddles and lifejackets are on their way and will be here soon.

7.8.2 Boat – Ron Kingdon is planning to fix the head on Kindred Spirit.

7.9 Team Spirit and Support – Edna Verhelst

Membership application received from Sally Ross, applying to be a shore team member and sponsored by Judy Brownlee. She will be interviewed by the membership committee.

Darlene advised that other teams have a membership deadline of February and applications received after that date are put on a waiting list.

Need to have a policy to look after recognitions. Penny Sboto, Sylvia Plett and Sandy Allen are all leaving the team and we would like to present a mounted picture of the team to each of them at a cost of \$17-\$20 each. Edna moved that we purchase these three pictures, seconded by Joyce Hopper. Motion carried.

Edna is working on scheduling a manual meeting and continues to work on committee guidelines. Visiting and cards continues.

8.0 Business Arising from the Minutes

- 8.1 10th Anniversary** – Rosemarie has agreed to head up the committee. Ideas include: 1) Weekend event for past and present paddlers and families at Minnedosa 2) Celebration dinner and memories party, perhaps incorporated with Christmas party 3) Special giveaways 4) Special emphasis throughout the year 5) Memory garden 6) Pennants for sponsors 7) Stickers or decals.

Board members were in favour of a weekend event at Minnedosa or a celebration dinner. Mary noted that giveaways can be tricky if some are left over. Board members are not in favour of a memory garden and said no to pennants for sponsors. The idea of temporary tattoos was suggested.

- 8.2 World Breast Cancer Conference** – Helena attended a meeting, but there is little to report and no information on cost for volunteers.

9.0 Date of Next Meeting

Next meeting scheduled for September 17, 2007 @ 5:30 pm at the Child and Adolescent Treatment Centre.

10.0 Adjournment

Helen Lewandoski moved that the meeting be adjourned at 8:45 pm.