

WAVES OF HOPE
BOARD MEETING – February 19, 2007
PUBLIC HEALTH CONFERENCE ROOM

Present: Sharon Young – Chair, Joyce Hopper, Shirley McNeely, Sheila Taylor, Helen Lewandoski, Joyce Konopski
Regrets from: Jody Parsonage

1.0 Welcome – Sharon Young
Meeting called to order at 5:35 p.m.

2.0 Additions to the agenda
6.2 Revisiting the Mission Statement
7.2.4 Investor's group
7.2.5 Henderson Photo

3.0 Minutes of January 15, 2007 meeting
Motion: That the minutes be adopted as recorded. Shirley/Helen Carried

4.0 Correspondence

- 4.1** The 2006 Annual Return has been received from lawyer David Swayze, signed by Sharon and returned to his office. The statement of account for the \$20 fee has been passed to Shirley.
- 4.2** A receipt from the Kenora team in the amount of \$750.00 for our registration for the Kenora Festival last August. Passed to Shirley.
- 4.3** The Charity Information Return & Guide has arrived from Canada Revenue Agency. Passed to Shirley.
- 4.4** The T5 form from Crocus Credit Union, the statement of interest earned. The amount this year is \$450.28. Kudos to Shirley for managing our funds so well. Form passed to Shirley.
- 4.5** An email from Volunteer Manitoba with the list of workshops being offered in the coming months. Most are scheduled for Winnipeg and area but one of interest entitled "Effective Proposal Writing" is at Assiniboine Community College on March 8. The information will be included in the newsletter for members who may be interested.

5.0 Business Arising from the Minutes

5.1 Guidelines for Team Use of Logo

Joyce Hopper has talked with Monique who has not had an opportunity to get this material together. Suggestion made that the notes summarizing the team members' ideas be put together to pass on to a committee yet to be formed to work on this topic.

5.2 Constitution Review – Policy Recommendations – Joyce Hopper

The constitution has been distributed to all members and will be discussed and ratified, hopefully, at the AGM. The policy review will be carried on in the next year.

5.3 Motions – Canada Games Sportsplex – January 24, 2007

The following motions from the January 15 board meeting were brought to the larger membership for approval.

6.5 That Waves of Hope sponsor the coffee for Healthy Choices/Healthy Women (Waves of Hope annual open house) up to \$450. Sheila Taylor/Helen Lewandoski Carried

7.1.2 That an advance of \$300 be made to the Fashion Show Committee. Shirley McNeely/Helen Lewandoski Carried

5.4 Paddle Order for 2007

The supply is getting low with 5 or 6 left. Task of reordering will be taken up by the new chairperson and committee.

5.5 Action Plan Review

Changes to bring the Action Plan up to date include:

2.1 cost of coffee for the open house is \$425

3.4 budget for Team Spirit & Support (cards, flowers) \$300

4.1.1 date for reporting to Revenue Canada is June 2007

4.1.2 annual audit is February 2007

4.3 Review team constitution – March 2007,

4.5.1 add co-ordinators Sandy Robinson & Gail Bordian

4.5.3 co-ordinators Carol Fulford & Arlene Woods, date March 3, 2007

4.5.5 change Gail & Sheila to Helen L. & committee

4.5.6 calendar idea laid to rest in February 2007

5.6 AGM Planning – March 7, 2007

Plans seem to be complete for the meeting. Sharon's holidays have been changed so it is unlikely that she will be here.

5.7 Training Venue

Positive comments about the new training venue at the Sportsplex. It seems to be going very well and members are happy with the change.

6.0 New Business

6.1 Membership Task Group

There has been recognition of a need for some sort of Alumni membership category for those who are no longer active members; hence there will need to be a committee formed to consider this. This item is deferred to the next board.

6.2 Revisiting the Mission Statement

This too is deferred to the next board.

7.0 Committee Reports

7.1 Treasurer – Shirley McNeely

7.1.1 Financial Report for period to February 19, 2007. Copy on file.

Shirley presented a Balance Sheet on the accrual basis showing the following:

Current assets	\$29,930.41
Fixed assets	\$27,931.46
Total Assets	\$57,861.87
Liabilities	\$1,626.25

Equity	\$53,235.62
Total Liabilities and Equity	\$57,861.87
The monthly report of income & expenses showed revenue:	\$50.21
and expenses:	\$110.41

Motion: That the financial report be accepted as presented. Shirley/Sheila Carried

Motion: That the following expenditures be approved for payment:
Sheila Taylor - \$12.21, Joyce Konopski - \$64.20. Meighen Haddad & Co. – \$20.00. Shirley/Sheila Carried

7.1.2 Auditor Update

Shirley has taken all the necessary material to auditor Cindy Solon who will have the audit complete before the AGM.

7.1.3 Draft Budget for 2007 – copy on file

Discussion on budget details with explanation from Shirley and suggestions for changes from board members. Shirley will make the changes and the amended proposed budget will be sent to the members for their consideration before the AGM.

Motion: That the proposed budget be approved as amended.
Shirley/Joyce Carried

7.2 Fund-Raising – Helen Lewandoski

7.2.1 Fashion Show April 25 & 26, 2007 – update

Plans are well in hand and ready for the final preparation work to be done in the next month or so. The budget has been completed and passed to Shirley. Tickets are available from Sheila and Helen Forsyth on the same basis as last year, paid for as they are picked up.

7.2.2 Yard Sale – March 3, 2007

Carol Fulford and Arlene Wood are co-ordinators for the sale which will be at Central United, 9 to 12 am. They have been advertising in the media, have had posters available for members and have had a sign up sheet for workers. There will be a bake sale as well so members are asked to contribute baked goods. Items may be brought to the church after 4pm Friday.

7.2.3 Sponsorship

Helen has been doing some reading and thinking on this subject. Perhaps it is a topic for discussion at a general team meeting.

7.2.4 Investor's Group

Helen has spoken with Dennis Hunt and has a meeting set up for May 2 to discuss our participation in their Customer Appreciation night. For this we would receive a donation. A decision will be reached when we have more details.

7.2.5 Henderson Photo

Since there has been no response to the request for a person interested in co-ordinating this project, Helen has written to Kyla Henderson expressing our thanks but that we are not interested at

this time.

7.3 Public Relations/Outreach – Sheila Taylor

Sheila reports a quiet month with one T.V, appearance advertising the Healthy Choices/Healthy Women/Waves Open House conference. Our display unit will be there and the team will be making a presentation during lunch.

Brief review of Darlene's update of changes to the Website, display board and Waves_News group. Copy on file.

7.4 Festivals & Demonstrations – Jody Parsonage

No report tonight. There has been no team discussion on this topic yet.

7.5 Team Communications – Monique Dufresne

No report at this time.

7.6 Team Attire – Joyce Hopper

Joyce is making progress with the possibility of obtaining shirts in the right colour and suitable fabric at Regatta Sports in Winnipeg. She will bring samples to practice as soon as they are available. The price range, \$24.50 to \$36.95 plus taxes seems quite reasonable.

Joyce is also working on obtaining jackets for the new members.

8.0 Next meeting

To be decided by the in-coming co-managers following the AGM, March 7, 2007

Meeting adjourned at 7:45 pm

Recorded by Joyce Konopski