



# Waves of Hope

## **Wave of Hope Inc. Board Meeting March 22, 2007 Home of Darlene Vickers – 11 Kasiurak Bay**

**Present** - Darlene Vickers, Joyce Hopper, Helen Lewandoski, Mary Pearce, Betty Stewart, Edna Verhelst, Joyce Johnson. Jody Parsonage joined for part of the meeting via telephone conference.

**Regrets** - Jennifer Gallant, Helena Neustater, Avis Bootsman

Due to work commitments, Avis has to resign from her position as Team Communications Chairperson. Darlene put out a plea for a replacement and the nominating committee has been approached as well as a notice in the newsletter.

### **1.0 Welcome and Call to order**

Welcome to Joyce Johnson, representing the Social Committee

### **2.0 Additions to the Agenda**

Helen Lewandoski

– Report on Investors Group

- Inventory of jewellery items

Edna Verhelst – Members manuals

### **3.0 Membership**

**3.1** Edna Verhelst presented Sue Rouleau's membership and cheque for member fees. Moved by Edna, seconded by Joyce Hopper that we approve Sue's membership. Carried.

Sue Rouleau, 140 Waverly Road, Brandon, MB R7B 3Y8

Telephone: 725-3456, email: [srouleau@wcgwave.ca](mailto:srouleau@wcgwave.ca)

**3.2** Revised Membership forms were passed out and reviewed. Moved by Betty Stewart, seconded by Edna Verhelst: The revised membership form be accepted as presented. Carried.

### **4.0 Approval of minutes (March 22, 2007)**

2.2 Correction of Sue Rouleau's name.

Page 2: re: Job Descriptions: Actually Edna Verhelst will review the draft document and is getting a committee together to develop guide-lines for job descriptions of the various committees. Joyce Hopper felt that it was important to have someone with a "history" of the group.

Page 3: Promotional material – Gail Smith has all the material. Mary is the contact person.

Page 2: re: Charitable / Not for Profit: Darlene clarified this: We are a not for profit Corporation – a charitable organization.

Page 2: Additions to the agenda- should go to Manager and Assistant Manager (Darlene Vickers and Joyce Hopper)

Moved by Mary Pearce, seconded by Joyce Johnson: The minutes be adopted as corrected.

Darlene noted that Jennifer has reworked the file system and converted diskettes to CD's.

## **5.0 Motions from Team Practices (April 4, 2007)**

Moved by Helena Neustater, seconded by Gail Smith: We purchase the computer as presented. Carried.

Moved by Betty Stewart, seconded by Mary Pearce: We purchase 7 life jackets from Stream and Wood at last years prices (76.49 + taxes). Carried.

Joyce Hopper: The team has chosen the new t-shirts: blue with a V-neck but in our "hot pink colour".

## **6.0 Correspondence**

**6.1** 2007 Charities Roadshow (the date has not been established at this time). An interest was expressed by some board members to attend and so the registration will be sent in.

**6.2** Web-Mail: not interested

**6.3** Crocus Plains Youth in Philanthropy Group: Waves of Hope have been chosen to receive some money. It will be presented at Vincent Massey library on May 2, 2007 at 7:00. The money will be designated for paddles. Mary Pearce and two other members will attend to accept the cheque.

## **7.0 Business Arising from the Minutes**

### **7.1 Bits and Pieces**

Festival Manager: It was decided that someone who is not a paddler but would like to attend festivals and demos should be appointed as Festival Manager. This person would work with the captain and Jody Parsonage to help with items such as parking, setting up tables, locating a spot for the team to meet, etc. Joyce Hopper suggested that a roster be developed.

Newsletters such as Breast Cancer News / View and Our Voice have not had an updated membership list. The question of removing names of deceased members is a concern. Jennifer Gallant as Secretary will update and notify the groups concerned.

Draft re: Release of Name / Address (Draft 1)

Darlene passed our Consent / Release form. New members need to sign one. As there are two issues, a choice should be available. It was suggested that a place for a signature be put between each section of the form. The Policy Committee will look at the form.

### **7.2 Logo Usage**

In 2005 the logo was trademarked. (Papers handed out by Darlene re: trade-mark) A discussion was begun re: usage in 2006. Helen L. felt that it should not be used for individual profit but make it aware within the group that the logo may be used by members in a dignified manner. Much discussion took place and it was decided that we did not want to get too technical.

## 8.0 Action Plan Update

The Action Plan was quickly checked and the following changes made:

2.1 A – Change Mary from Sheila

CCS Relay for Life – This item will be discussed with the team on Wed. April 18<sup>th</sup> at practice.

Travellers' Day Parade – Mary

3.1 – Binders maintenance: Edna : Spring 2007

3.3 – Shelley / Joyce J.: Actual budget is for \$500.00

3.5.2 – replace Monique: no replacement for Avis at present time.

3.5.4 – Darlene

Post minutes: Jennifer / Arlene

3.5.5 – May 26, 2007, Central Church (10 – 4)

Members will be asked to bring the action plan for a review at this meeting.

3.6 – Maintain Website: - Darlene

3.7 – Local Media: Mary (change from Sheila)

3.8 – Strike out Feb., leave 07

4.1.1- Filing Annual Corporate Return: lawyer (David Swayze) / Report to Rev.

Canada : Treasurer (Helena) / Auditor

4.4 – Nominating Committee: Nov. 2007

4.6 – Review Boat Insurance: Manager / Guild Insurance

4.5.2 – Corporate Sponsorship: Strike out June, leave 2007

4.5.4 – Xmas Poinsettia Sale: Change to Helen L, Dec. 2007

## 9.0 New Business

Who should receive minutes: Members of the Board, Community Contact Person Helena and they are posted on the Wave News for all members. In the past there have not been meetings held during the summer: Darlene or Joyce H. could call a meeting of the Board at their discretion if need be. Short team meetings are often held after practice at Minnedosa.

Items for the Spring Team Meeting:

10<sup>th</sup> Anniversary Plans

Action Plan Review

Relay for Life

Festivals / Demos

Nova Scotia Festival 2008

Team Attire

Sponsorship: What are team members willing to do for a sponsor.

A discussion re: binders – How do we get people to read their binders is the question.

A method of keeping binders up-to-date was discussed. It was suggested that this be dealt with in Fall of 2007.

The meeting will take place at Central United Church, Sat. May 26<sup>th</sup>, 10 – 2 and lunch will be included.

## 10.0 Committee Reports

**10.1 Treasurer's Report:** See attached.

Bills to be paid: Helen L. re: Jewellery: 644.00

Joyce H. 16.19 (Canada Post)

Moved by Helen L., seconded by Joyce J. that the bills be paid. Carried.

Peggy McLeod donated 300.00 from ticket sales at George's Birthday Party.

At the next meeting Helena will present recommendations made by the Auditors.

### **10.2 Policy / Guidelines**

Joyce H. reported that a committee has been established and will be meeting on May 10 at 1:00 pm. They will identify policies and set priorities of areas in need. If anyone has suggestions please let Joyce H. know.

### **10.3 Fund Raising**

Helen L. presented environment grocery / carrying bags: Three quotes were given: Regent, Selkirk, Just Stitching. Regent and Just Stitching are local companies. Regent: natural (12 oz.) or black / pink @ approx. 6.00 for 50, 5.50 for 150, 5.75 for 100. Just Stitching was a bit more expensive. We looked at quantity as well as quality. Moved by Betty and seconded by Mary: That we order 150 black with our pink dragon logo for sale from Regent. After much discussion: Carried.

Caps: with rhinestone breast cancer ribbon + logo would sell for 20.00. It was decided to approach the team re: this item as we would have to have 12 for a minimum order. A notice will be put in the newsletter.

Helen will still pursue the idea of Hanging Baskets from Patmore's and other possible fund raising.

Investors Group Dinner: We have been chosen as a partner for their Client Appreciation Dinner and Helen explained how this would work. A group would attend the dinner and following the dinner we would receive a donation. The date is : May 2 and contact person is: Dennis Hunt. A table of 8 is reserved for us. .... a well-known gardener will be the speaker. Names are to be given to Helen. Edna, Joyce J. Helen indicated they could attend.

Helen is still completing her inventory of items for sale: more pink bracelets, less zipper pulls. If anyone has items please let her know.

### **10.4 Public Relations / Outreach**

Sheila, Mary and Avis attended the Family Visions and did a presentation to this enthusiastic Mentally Challenged group of young people. They were very well received and a great time was had by everyone. Being mentally challenged does not take away the fear of cancer or the joy of survivorship. A gift basket for the Fashion Show was presented to Mary and the ladies.

Carol Fulford is presenting at two shows at the Glenboro Health Fair, Wed. April 18, 2007. She is telling her story, using the display board and distributing information. Jody Parsonage will assist here.

George McLeod's Birthday party - our song "Our Trainer's Back" was well received by everyone.

Mary will phone the Mall re: Oct. 2007

Presentation to the Crocus – YIP Group: W. of Hope has been chosen as a recipient of a grant from this group. Before Christmas Darlene, Sheila and Mary were interviewed by 2 YIP members. Waves of Hope is honoured to be selected. A representative is invited to attend the gala on May 2, 2007 at Vincent Massey High School Library. Mary and Sheila and Darlene will be going.

Travellers Day Parade in June / 2007

Website for Mythbuster – Discovery Channel – more to be done.

### **10.5 Festivals and Demonstrations**

Jody P. joined us by speaker phone and gave the following report:

Survey: 13 responses have been received to date. Brandon is the first choice with Regina and Winnipeg coming next. Winnipeg has more than Regina. The majority have voted yes to Nova Scotia- more info will be needed as for cost, exact date. We do need a plan if attempted. We need a strong team commitment for fund raising and how much individuals are willing to pay themselves or how much is expected from the team. Jody will find out: Registration fees, air fare, cost of hotels. These figures will be presented to the team and at the May meeting the team can decide on how much they want to pay.

Demos: Rivers, Clear Lake, Killarney, an event in Brandon as it is their 125<sup>th</sup>, Oak Lake and Lake Erwin. Most people felt practice day is the best. Sandy Lake for the Wind-up. Pelican Lake was mentioned and June (fair time) would be a possibility.

Travellers' Day Parade: June 9. Six people responded a yes. Helena said that Jake would be available to pull the boat. Mary will look into a letter re: parade.

### **10.6 Team Communications**

Due to work commitments Avis has had to resign and the Nominating Committee was asked to find a replacement.

Joyce K. will have a newsletter out ASAP. E-mail central with Arlene is working well.

### **10.7 Team Attire**

Joyce reported that the new jackets are here. Joyce reported the v-neck shirt was chosen for a new shirt for 2008 and that there are no extra shirts left. She does have one that had been Mary Gobeil's shirt and she has hand-picked the name out. The new shirts can be ordered from Toronto: 32.95 -5.00 (cost of embroidery which will be done locally at Just Stitching) = 27.95 + tax . Moved by Helen and seconded by Edna: That we purchase the t-shirts in Toronto and have the logo stitched locally at Just Stitching. Carried.

Ruth Webber has enough material to make support shirts for 2 or 3 more.

### **10.8 Boat and Equipment**

Betty reported that 7 life jackets have been ordered: 1 large/XL, 4 medium, 2 small from Stream and Wood. They are also exploring the ordering of Dragon Boat paddles but have not been able to get the info yet. All new team members have a

paddle and they have all been checked for life jacket sizes. Gaileen has copies of the Equipment Waivers.

### **10.9 Team Spirit & Support**

Norma Jean has purchased the gift for Sharon and it is at the engravers.

Bev, Monique, Pat, and Wanda have been visited by Nonie and Marg S.

Edna will form a Manual Committee and they will review the manual, revise and update. Committee will be: Helen F., Pat Farrant, Rosemarie Blair, Darlene Vickers, and Sandy Robinson. She intends to ask Gail Smith and Kathy Cameron. She will try and work within the budget. Rosemarie Blair will look after the profiles. Edna presented the following list of new members and mentors: Betty Berg – Arlene Wood, Rosemarie Blair – Kathy Cameron, Carol Fulford – Jody Parsonage, Natasha Bowlby – Darlene Vickers, Judy Brownlee – Betty Stewart, Sue Rouleau – Gaileen Kingdon.

An evening of introduction is being held on Thurs. April 19<sup>th</sup> for new members and mentors to clarify any questions re: fashion show and taking the boat out on the lake.

### **10.10 Social**

Joyce reported that they will have one big social event in the year, such as the Christmas Party and then little events such as possibly two family times at Minnedosa to accommodate all family members, small get-togethers after practice. She will get the books from Penny following the Fashion Show.

### **11.0 Date of next meeting**

May 14, @ 5:30 PM  
Child and Adolescent. Treatment Centre

### **12.0 Adjournment**

Meeting was adjourned by Joyce Johnson