



Waves of Hope

Waves of Hope Inc. Board Meeting September 17, 2007 Child and Adolescent Treatment Centre

Present – Helena Neustater, Darlene Vickers, Jennifer Gallant, Helen Lewandoski, Diane Harrington, Joyce Johnson, Mary Pierce, Joyce Hopper, Betty Stewart, Edna Verhelst, Jody Parsonage

Regrets – None

1.0 Welcome and Call to Order

Meeting called to order at 1730 hrs.
Darlene offered opening remarks.

2.0 Additions to the Agenda

7.4 Pricing on storage

3.0 Approval of the Minutes

Jennifer reviewed the minutes of the previous meeting. Betty moved that the minutes be adopted as read, seconded by Joyce J. Motion carried.

4.0 Treasurer's Report – Helena Neustater

4.1 Helena reviewed list of bills that have been paid and the financial statement (see attached). She indicated that we have broken even for the cost of the totes and have a profit in terms of inventory for the jewellery. Total profit at this time is \$1357.49. Helena moved that the treasurer's report be adopted as presented, seconded by Helen. Motion carried.

4.2 Darlene advised that the executive has compiled a document categorizing the charitable and non-charitable items. Darlene, Joyce H. and Betty will attend the upcoming CRA meeting.

5.0 Correspondence

5.1 Two postcards were received from Natasha during her Yukon paddling trip.

5.2 A thank-you card was received from the Brandon Riverbank, thanking Waves of Hope for our demonstration at the Brandon Canada Day celebrations.

5.3 An email was received from Sheila Taylor, indicating that she had been in touch with Sandy Allen who is doing well and sent along a thank-you to the team for the picture.

5.4 The September 2007 CBCN OutReach Newsletter was received and circulated.

5.5 A letter was received from the Breast Cancer Centre of Hope to introduce the Manitoba Breast and Women's Cancer Network. Jennifer will respond to this correspondence to advise of the Women with Cancer support group in Brandon.

5.6 Invitation received for the Breast Cancer Centre of Hope's 10th anniversary come-and-go-tea on September 26, 2007.

5.7 Correspondence received from "We Need a Beer Sponsor" and "WNABS Shooter Girlz" dragon boat teams asking if we would like to be involved in a dragon boat event with proceeds to go to a children's charity. Consensus reached that more information was needed and Darlene will respond to this correspondence.

5.8 Darlene advised that Healthy Brandon in Motion - The World Record Walk will be held at 11:30 am on October 3 at the Sportsplex. Donna Epp had emailed and suggested that we host lunch at this event as a fundraiser. The team voted not to do so at last practise.

5.9 Shelley Harding is organizing a night with Jerry Perkins and the Majestics at Lady of the Lake on October 27 with all proceeds going to the Canadian Breast Cancer Foundation. Request that as many Waves as possible attend.

5.10 Darlene has received a calendar for board and volunteer training if any one is interested.

5.11 Charity Support Pledge Forms for the Brandon Festival were received. Darlene will take these to practise for anyone interested in collecting pledges.

6.0 Committee Reports

6.1 Policy/Guidelines - Joyce Hopper

No changes/progress since last report. Committee meeting is scheduled for September 26, 2007. Joyce advised that she has received some comments from team members indicating that they were not aware that profiles were to be put on display at demos, presentations, etc. Suggestion that membership be advised of same and given the opportunity to revise their profiles if so desired.

A letter was sent to all of the suppliers advising them of the logo use guidelines.

6.2 Festivals and Demonstrations – Jody Parsonage

6.2.1 Brandon Festival – There are only 2 women’s teams in the festival, our team and Chemosavvy. The rose ceremony will be at approximately 3:00 pm. Edna will be coordinating purchasing the roses.

6.2.2 Nova Scotia – There will need to be a decision at the Fall Team Mtg. as to what we will do for this festival. Sue is considering getting in touch with other breast cancer teams to see about coordinating a prairie team. Discussion of what to present to the team at the Fall meeting. Jody will do some research on festival possibilities within the prairies. Jody will also get in touch with Sue to follow-up on the Nova Scotia option and explore same further.

6.2.3 Sportsplex – A draft contract has been received from Kathleen Beaton at the Sportsplex. Basically, the proposal is that the team purchase 20 20-session passes at \$87.60 per pass with additional cost of \$6.50 per person for each person over 20 who attends any given practise. Mats have been sold (we were to pay \$240 for half of the mats for our use). Kathy is looking into ordering mats through the school, also suggestion of purchasing portable yoga mats. Pool wants to charge \$50 per month to store mats which the board felt was excessive. The quote from the Sportsplex last year was \$1416 and this year’s quote is \$1752. Jody moved that we accept the proposal from the Sportsplex, seconded by Joyce H. Motion carried.

6.3 Boat and Equipment – Betty Stewart

6.3.1 Eight high performance dragon boat paddles have been received from Stream and Wood. At the present time everyone has a paddle so we will not issue the new ones until next year. Originally standard paddles had been received but were returned and light weight ones were reordered. We will have to decide if we replace some of the “old heavy paddles” with the lighter ones. Stream and Wood will cut down the paddles to the correct size when we need them. Helena has paid the bill for the paddles. Brief discussion of whether members will be able to exchange their heavy paddles for light-weight ones. Decision made to table this item until the spring and need identified to do inventory of damaged paddles needing replacement first. Clarified that the fee for purchasing a paddle when one leaves the team (if they so desire) is replacement cost.

6.3.2 Some of the life jackets that were ordered have been received: Sizes XL - L, SM - M. However some difficulty in the M-L size lifejacket occurred and will arrive hopefully in November 2007. They will be ready for the next year. Stream and Wood has lent us four life jackets for the season which will be returned to the store after the Brandon festival.

6.3.3 On Wednesday, September 12, 2007, a boat cleaning bee took place following practice at Lake Minnedosa. The boat has now been put into winter storage. Thanks to Gaileen for bringing all the pails and rags and also to everyone for all their help in the cleaning.

6.3.4 Ventures is working on replacing the magnetic signs for the truck. One of the signs had been stolen from Ron's truck one night at practice. Two signs were ordered and Ventures will repair the one sign that had been damaged during a rain storm.

6.3.5 The two tents are ready for the Brandon festival. One tent was set up and everything is ready to go. It will be used for the display board at the festival. The second tent is ready if we do need it for anything.

6.3.6 Thank you to Ron for hauling the boat to all the practises and demos, Jake for being there as back-up for when Ron was away, and Irving and Dave for having the spotter boat for us in case we fell in.

6.3.7 Betty did some checking to verify that our insurance would cover replacement cost of the boat.

6.3.8 Discussion of gift certificates for spotter boat drivers. Darlene will ask at the CRA presentation as to whether this is a charitable expense. Darlene also suggested that the Kingdom's be paid for storing the boat. Both items tabled until the next meeting.

6.4 Fundraising – Helen Lewandoski

6.4.1 No progress on the Sponsorship Committee.

6.4.2 Merchandise has been selling well and \$2681 has been brought in through merchandise sales to date. Approximately 35 tote-bags are left. Special thanks to Joyce J. and Diane for promoting the totes so well. All the merchandise will be for sale at the Brandon Festival. Helen will check with both Patmore's and The Green Spot about poinsettia sales. Helen asked for feedback on how to encourage all members to be involved in merchandise sales. Suggestion that a list of items for sale be included in the newsletter to encourage members to sell. Helen plans to make members aware that they can take several items at a time to sell. Suggestion of approaching Hairitage Salon and Cinnamon Tree to display and sell our items. Pricing of jewellery is appropriate.

6.4.3 Betty suggested doing one night at a casino in Winnipeg as a fundraiser. This has been previously suggested by Carol Fulford and Helen will discuss this suggestion with Carol.

6.4.4 Discussed program through the Scotia Bank in which an employee who volunteers his/her time can apply for a \$1000 scholarship. Helen will discuss same with Sandy.

6.5 Social Committee - Joyce Johnson

6.5.1 Past events – The committee hosted a successful Strawberry Social on July 22 attended by 22 members. On August 22, 70 members, friends and family members attended the family night.

6.5.2 Brandon Festival – We will bring our own lunch of muffins, fruit, cheese and loaves of sandwiches. Joyce has a sign-up sheet. We are getting tents from the army and we have tables and chairs. We will need to order coffee as there is no place to make same.

6.5.3 Upcoming events – The fall team meeting is scheduled for November 3 – Shelley will need to know numbers to prepare for lunch. The Christmas Party has been moved from November 24 to November 17.

6.6 Public Relations/Outreach - Mary Pearce

6.6.1 DVD purchased for \$62.00 at Future Shop and will be used at the mall display.

6.6.2 Past events – The team participated in the Canada Day celebration at the Riverbank on July 1. Thanks to Merle and Sheila who stayed all afternoon to work the crowd and to Jody for organizing this. The team was recently featured on the front page of the Minnedosa Tribune

6.6.3 Upcoming events - We will have the display board and the memory book at the Brandon Festival. The committee has designed a program for the Run for the Cure. We will have our display in the Discovery Centre and will need 2 workers at the display. Mary will introduce the team, Annette is the main speaker, will play Melissa Etheridge song if possible, Sheila will then read the words to the song and Kathy will lead us in a chant.

6.6.4 Letter received from Manitoba Breast Cancer Information and Support Network. They are having an education day on October 19. The committee has sent a letter briefly outlining the team and including a picture.

6.6.5 Ideas for giveaways:

- Mary has checked with Ventures about ordering more pink notepads. Cost is 20 cents for pads of 25 and 40 cents for pads of 50. Betty made motion that we purchase 500 25-page pink notepads, seconded by Helen. Motion carried.

- Sheila has designed a sample book mark as a potential giveaway. This could be done at Ventures for 25 cents a piece – cut, laminated on pink paper with a hole for a ribbon. Decision to table same until 10th anniversary planning.

- Option of pens for giveaways. 69 cents a pen for 300 - \$32 for set up. Joyce J. moved that we purchase 300 pens, seconded by Diane. Motion

carried. Pens will be purchased providing we can get pink writing on the black pen.

- Little case containing pen and calculator may be an option for a fundraiser rather than a giveaway. \$2.29 each if we were to purchase 100. Helen will explore this option further.
- The committee would like to create a pin card for 10th anniversary. Cost is approximately \$100 for 1000. Suggestion that these be given out to all who attend the fashion show. Sample of Chemosavvy's pin card circulated.
- Option of a pad of paper with magnet for fridge discussed. No information on cost.

6.6.6 Banner – Prices at the flag store on Pembina are: \$250 for 3x6 nylon banner and \$144 for a vinyl banner printed on one side – additional cost for grommets. Some members have wondered if we need a new banner. Suggestions made to have “Brandon” on the banner (as people outside of our area do not know what “Westman” is), to have the logo on the banner, to have triangles on the banner with all the towns that we represent. The committee will do up a few potential designs of how they visualize the banner to take to the team meeting.

6.6.7 Committee plans to update the display board to include pictures of all the new members.

6.6.8 No progress on the Plasma dragon.

6.6.9 Sample Christmas card circulated. Cost will be approximately \$1.00 each. The picture isn't as clear as we would like so we will wait to see what the team picture at the Brandon Festival turns out like.

6.7 Team Spirit and Support – Edna Verhelst

6.7.1 Edna advised that there is already a motion in past minutes that a member who is leaving the team be given a gift up to \$40. Update provided that Nonie is doing an excellent job of contacting ill members. Edna plans to visit Nonie who is struggling with arthritis. Team pictures have been given to Penny and Sylvia and mailed to Sandy. Edna continues to work on logo guidelines. A manual meeting is scheduled for September 26. Edna made a motion that we purchase materials to create 12 manuals, seconded by Diane. Motion carried.

6.7.2 Shore team – Helen and Edna met with Sally Ross who agreed to the expectations of a shore team member. Helen agreed to be her mentor but she has not been involved in any activities as of yet. Edna indicated that she is not comfortable presenting Sally as a shore team member due to this lack of commitment. Discussion of options for screening/accepting shore team members. Suggestion of having a waiting period, not having

new members sponsor a shore team member during the first year, etc. It was agreed that Edna will speak with Helen F. asking her to contact Judy to see where Sally is at in terms of her ability to commit to the team.

6.8 Team Communications – Diane Harrington

6.8.1 Possibility of team training in computers discussed. Diane agreed to contact Natasha to see if she will facilitate same. Options include the hospital, Seniors for Seniors, The Learning Centre.

6.8.2 Newsletter is being sent out to non-email members. Waves News is being kept up to date. Arlene is doing an excellent job keeping up with emails. Chemosavvy has a new website. Survivor Sistership emailed and asked to be put on our website. This has been done.

6.8.3 Helen moved that no emails containing unverified medical information related to breast cancer be sent out to the team, seconded by Mary. Motion carried.

6.9 Team Attire – Joyce Hopper

Joyce spoke to Just Stitching who are in the process of doing the stitching on the shirts. The ribbon has been redesigned. When they are finished, Joyce will pick them up, sort them according to size and take them back to have the names stitched on. Target for completion is December. Joyce has checked with three different places about a dress uniform. Dressy tops are hard to come by and are not sustainable.

Joyce J. advised that one of the new jackets is coming apart at the seams.

7.0 Business Arising from the Minutes

7.1 10th Anniversary - nothing to report at this time.

7.2 Draft agenda for the fall meeting was circulated (see attached).

7.3 World Conference – Helena will be the contact in Brandon for the Dragonboat part of this conference. No definitive information on registration fee as of yet. Helena indicated that there has been some talk of crediting each hour volunteered towards a discount on registration, but no firm details.

7.4 Darlene has checked into the prices for storage facilities. Guardian Storage quoted 5.5x7.5 foot space for \$79 per month. Storage on Park quoted \$82 per month for same size space. Discussion of same, no decision made.

7.5 Darlene advised all committees to begin thinking about their budgets for next year.

8.0 Date of Next Meeting

Next meeting scheduled for October 15 at 1730 hrs. at the Child and Adolescent Treatment Centre.

10.0 Adjournment

Betty moved that the meeting be adjourned at 2040.