

MFRC-NCR BOARD MEETING
Uplands Boardroom
Feb 7, 2007

Attendees:

Thomas Allgoewer, Executive Director
Eileen Boles, Vice Chair
Cissy Genest,
Major S. Jonasson, Ex- Officio
Sylvie Nadeau-Janelle

Regrets of members:

Christine Etna
Cecilia Pita
Louise Boudreau, Chair
Alain Miclette, Treasurer
Ilektra Devereux

Absentees:

André Lévesque

Secretary :

Cissy Genest

Since the majority is absent, therefore we do not have a quorum.

MEETING CALLED TO ORDER: 18:55 by Eileen.

1. VICE-CHAIR'S COMMENTS

Eileen made comments on the Feb 1st meeting with Luc Girard. It was stated that Luc would include in his report that we are in the process of updating the policies and procedures.

Eileen noted information contained in the DMFS newsletter might be of interest as it has been of recent discussion with the board. The formal site visit brought the board concerns regarding to the funding from DMFS. Thomas mentioned that the \$18000 extra funding received from United Way should keep MFRC on good shape financially. Besides there still will be contingency funding. Overall, the money prospect looks very positive for the next fiscal year.

2. ADOPTION OF AGENDA

Since we do not have Quorum, we will move this item to March Board Meeting.

3. Approval of December Minutes

Moved to March board meeting

4. ED REPORT

Thomas made the following additions to his monthly report:

- Thomas addressed his concern on the employment on Social Worker Mary Ann. Mary's contract ends at April 8th, 2007. Thomas hopes Ann will be back by then. Since Sophie Richard's one year non-pay leave is almost over. And whether she will be back is still unknown. Currently MFRC has the need for a back-up social worker to take over the counselling. However, it is really difficult to find qualified bi-lingual social workers. Info
- Thomas made a visit at Ray Friel Centre on Friday, Feb 3rd. He had a conversation with the manager of the centre. The Manager verbally agreed to give a discount for MFRC's advertisement.
- A fire alarm went off a few days ago on Rockcliff site. The staffs did a great job to evacuate the children and wrap them with the ponchos. It turned out to be a false alarm. No complaints or harm were done. It is our concern that we have to make sure there is no obstruction upon emergency. For example, the emergency exit should not be blocked by snow bank. Regulations and instructions should be followed up.

5. Financial Review Update

Info

- We are expecting a funding increase from DMFS. The \$694,324 will enable us to break even this year.
- Our year-to-date finance: Thomas noted that at the end of fiscal year, we only spent 69% of annual funding allocation (\$677,000). We will still be able to spend all of the DMFS funding. The only area may fall short would be Prevention. However, Children's program has run into a problem, \$5000 seems to be off on the budget with the new Accounting system.
- About our new accounting system: some obsolete charter accounts has been taken off from the new system to make the process work more efficiently. All activities have to fit in the new system. The new accounting system has two levels of coding. Therefore, a report can be pulled out from any non-public funds.

6. Old Business

6.1 Committee standings

Moved to March board meeting.

6.2 Board Recruitment

The BOD membership currently stands at 9 numbers. Out of this, 6 of them are military spouses. We could use more committee members. Monique will be attending a volunteer fair at St Laurent shopping centre tomorrow and hopefully we will get more resources afterwards. Shaune recommended that we could nominate new members before AGM. Volunteer Ottawa has referred volunteers to the centre, not necessarily to the board (some members to us so far). We will send out letters to military members homes and seek out more volunteers.

Info

6.3 DMFS site visit

DMFS site visit has been a very helpful experience:

- The DMFS logo at the entrance gave us an inspiration.
- Luc will do a follow-up by phone with Thomas and Louise.
- We still need to obtain supplementary employees.
- Our communication needs to be improved with commander.
- We need less transaction services and more office supplies.
- Currently MFRC does not comply the Ontario Health and Safety Act. Employee training cost, time constraint are all the concerned issues involved with this

6.4 Second Language Training

MFRC will be providing the Module 6 French in the spring (April 2007).

7. New Business

7.1 Committee TORs

So far the Policy Review Committee has only received TORs from: PRC, Ed Evaluation and Personnel Committee. TORs from Governance and Fundraising are still needed. Thomas will contact Christine and update the TOR based on the old Fundraising TOR. Cissy will send out a reminder to these committee chairs.

7.2 High risk activities/Halpenny Insurance:

Liquor exposures, water slides, horse back riding, cross country ski and down hill ski are all considered as high risk activities. Our current insurance plan does not cover these activities. Thomas stated that we might be able to get the coverage by paying additional premium. The signed waivers are not legally standing. The question lies on how to defense if cases like this

Info

happen. Thomas will provide the list of activities and obtain a quota. He will keep the BOD updated.

8. Committee Reports:

Will be moved to the March Board meeting.

9. Next Meeting:

March 7th 2007, 18:30 at Uplands

10. Meeting Adjourned:

By Eileen

At 20:30

Eileen Boles
Vice-Chair

Cissy Genest
Secretary