



**MINUTES - BOARD MEETING - TUESDAY, JANUARY 17, 2017 - 7:00 PM
UNIT 102, 1465 CALDWELL AVENUE, OTTAWA ON**

PRESENT

Wilma Di Gaetano	Julian of Norwich Anglican Church (Secretary)
Dave Hall	Ottawa Y Service Club (Past President)
Marilyn Hamilton	Glebe St. James United Church
Margaret Knight	City View United Church
Therese Ladouceur	Community (Director)
Audrey Lawrence	Chaplain
Harold Rode	Faith Lutheran Church (Chair)
Marion Ferrer	Director
Norah Patriquin	Kitchissippi United Church (Director) (7:50 pm)
Wendy Warburton	Kitchissippi United Church (Treasurer)

REGRETS

Anne Galt	Faith Lutheran Church (Director)
Katharina Czerny	St. Basil's Catholic Church
Kathy Mitchell	Caldwell Family Centre (Director)
Melvin Schwalm	Faith Lutheran Church (Director)
Neil Wallace	Director

	Welcome and Attendance (Harold Rode)
	Harold opened the meeting at 7:05 pm.
1	Devotions (Harold Rode)
	Harold shared a story he heard on radio a number of years ago told by a man named Jim who recounted a profound act of kindness from 52 years previously. Jim had a troubled past and while hitchhiking was picked up by a man who insisted on providing Jim with a meal and \$5.00 to help him on his way. This man had been at the trial of his son's murderer and was on his way to see his wife who was to undergo serious surgery, but nonetheless took the time to help out Jim. This parable of kindness reminded Harold of the Chaplaincy's purpose to look after our neighbours. Harold led us in the Prayer of St. Francis.
2	Minutes of Board Meeting of November 15, 2016
	Acceptance of the Board minutes was moved by Dave; seconded by Therese; carried.
3	Business Arising from Previous Minutes
	<u>Mentoring Program</u> : No new information. <u>DREAMS Centre Renewal</u> : Dave reported on the donation of a large screen television; the hope is to install the TV to show movies and facilitate presentations. <u>Creative Path Calendar Sales</u> : A total of 200 calendars were ordered; it is not known how many have been sold to date. The Creative Path Oversight Committee will be asked to consider options to reduce stock of 2016 calendars, future calendar sales and opportunities to showcase the work of the Creative Path artists. <u>Epiphany Volunteer Appreciation Party</u> : The party will take place on Monday, January 23, 2017 from 5:00 pm to 7:30 pm at the JA Dulude Arena on Clyde Avenue. All board members and church representatives are encouraged to attend.
4	President's Report (Harold Rode)
	Harold is working with Dave on the transfer of responsibilities.
5	Treasurer's Report (Wendy Warburton)
	Wendy reported that employee T4 slips were completed and distributed. The 2016 CRA Charitable Return has been submitted. All charitable receipts were prepared and distributed, in person or by email to the extent possible; the remainder will be mailed out in the near future.



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	Wendy presented the final budget for 2017 along with unaudited final 2016 figures. We received a larger than expected grant amount from Kitchissippi United Church. She noted that 2016 church contributions were noticeably less than previous years and had adjusted the 2017 budget amount accordingly. She is looking for a new internet service provider to reduce costs. Wilma will look into grant possibilities – perhaps from the Trillium Foundation – for financial support for our Healthy Food Philosophy.
6	Chaplain’s Report (Audrey Lawrence)
	Audrey will present 2016 participation figures at the February board meeting. The February newsletter will include information on the workshop. The Sewing Program continues to attract both men and women, with an average attendance of 7, who work on mending or projects or learning new skills such as quilting. The Royal Ottawa Hospital is paying for the facilitator. The Caldwell Family Centre has asked about use of our facilities on Saturdays. The CCHC Baby Cupboard worker is looking into a new program for young parents on how to cook using ingredients from the Food Bank – possibly making soup. With respect to a recent incident at the Drop-In, Audrey confirmed both she and Sarah have had Non-Violent Crisis Intervention Training. We should look for means to extend training to board members and other volunteers at the Drop-In – for further discussion at the next board meeting.
7	Committee Reports
	Current committee membership: Program: Sarah, Dave and Kathy Communications: Norah Resource Development: Dave, Wendy – Dave mentioned a Spring Art Showcase, being organized by the Y Service Club, to be held at Kitchissippi United Church on March 18 th to raise funds for the Chaplaincy. Further details will follow. All committees are looking for additional members.
8	Workshop
	The workshop, entitled “Revitalizing and Strengthening Our Partnerships” will take place on Saturday, March 4, 2017 at Calvin Christian Reformed Church from 8:45 am to 11:45 am, and will include a presentation from the Executive Director of the Caldwell Family Centre as well as discussions on partnerships. The poster and agenda will be finalized shortly and widely distributed.
9	Caldwell Family Centre (CFC) Plans for Expansion
	The CFC has approached local politicians – Mayor, City Councilor, MPP – about space limitations at the Centre, particularly with respect to the Carlington Food Bank. The local councilor, Riley Brockington, organized a meeting on January 12, 2017, at City Hall, attended by representatives from the CFC, Boys and Girls Club, Chaplaincy, Mayor’s Office, various departments at the City (Recreation, Community Services) and Ottawa Community Housing Corporation. There was some suggestion that a new building, if constructed, could be used by all service organizations in the Caldwell area. We will continue to monitor the situation.
	Adjournment
	On a motion by Therese, the meeting adjourned at 9:00 pm.

DATES TO REMEMBER

February 21, 2017

March 4, 2017

March 18, 2017

March 21, 2017

Board meeting

Workshop at Calvin Christian Reformed Church

Y Service Club Spring Art Showcase

Board meeting