



Heart Defects Society of Windsor and Essex County

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Registered Charity Number #89893 7818 RR0001

Board of Directors Meeting Minutes

MEETING DATE	January 9, 2016			
MEETING LOCATION	HDS Office, 1479 Tecumseh Rd E.			
MEETING CALLED BY	Darren Womack, President			
TIME CALLED TO ORDER	1:04pm			
DIRECTORS IN ATTENDANCE	X	Darren Womack, President	X	Warren Hayes, Vice President
	X	Tiffany Benoit, Treasurer	X	Stephanie Voakes, Secretary
	X	Beatrice Phelps, Director	X	Melissa Derikx, Director
	X	Krista Holland, Director		
OTHERS IN ATTENDANCE				

OPENING OF MEETING AND MOMENT OF SILENCE

RECURRING AGENDA TOPICS

TOPICS	COMMENTS/CHANGES	OUTCOME
Approval of Agenda	1. Add Save the dates	Movement to accept: Bea Seconded: Krista Passed: Unanimously
Approval of Minutes	1.	Movement to accept: Bea Seconded: Krista Passed: Unanimously

PRESIDENT'S REPORT – Darren Womack

DISCUSSION

1. We had bowling social to discuss
2. Pasta dinner is prevalent
3. Wants to know about ticket sales
4. Good idea to talk about Local 444
5. We need to get more focused on our sponsors
6. Get our dates set for upcoming events
7. We need to have one more meeting before the Pasta Dinner

TREASURER'S REPORT – Tiffany Benoit

DISCUSSION

1. Not much to update
2. Financials are up to date
3. Bowling expenses are in there
4. Received the Teutonia Cheque and it is there issue, not ours We withheld the extra till we got this image
5. Ordered more cheques
6. No new MTMF's from before Christmas
7. Insurance invoice came in
8. Behind on MTMF's but we expect people that maxed out will be resubmitting as MTMF's restart on the calendar year
9. Everything has been right on budget except for MTMF
10. Need to find out sweater orders from Pooker Ride
11. City report has been filed as well as the Charity return with CRA

Movement to accept: Bea

Seconded: Melissa

Passed: Unanimously

BUSINESS TO BE DISCUSSED

BOWLING SOCIAL POST-MORTEM – Krista Holland

DISCUSSION

1. Went fairly well
2. 41 in total
3. 27 bowled
4. 10 lanes saved we could have went down to 8
5. 10 lanes is what we want reserved
6. We fed first and bowled after
7. Organized the bowling
8. 15 pizzas
9. 11 jugs of pop
10. We were charged what was actually bowled
11. Just paid for bowling and food
12. \$478 for food
13. It was good to have the pasta dinner tickets before Christmas
14. The alley was prompt with the food
15. Steph did a good job with the speaking and moment of silence and explaining things

WEBSITE DISCUSSION – Darren Womack

DISCUSSION

1. No access to our emails
2. Want to move Pooker Ride to our main site to cut costs
3. Want our hour lesson so that we can properly understand how to update the website
4. Would be beneficial to sit down with everyone for the lesson
5. Krista has updated site with Pasta Dinner info
6. Darren needs to update his header with the faxes he sends out
7. Darren has to send bifolds original to Krista so she can change header

COCEGO DISCUSSION – Tiffany Benoit

DISCUSSION

1. Cogeco didn't offer much variety
2. Currently paying \$145 per month
3. MNSI offered phone and internet bundle for \$79.95+HST (\$50 savings per month)
4. Internet would be 10/2MBps, unlimited access
5. Phone comes with voicemail, call waiting and caller ID 250 min Canada and US per month
6. Primus did not respond
7. Would likely have to go to automatically withdraw for payments
8. All in agreement to call with going with MNSI
9. Krista to forward info to Tiffany

LOCAL 444 DISCUSSION – Warren Hayes

DISCUSSION

1. It seems like we're being forgotten about
2. We've sent requests and people have spoken with them
3. We don't want to slip through the cracks as they are a major sponsor
4. The plaque we gave them was bad timing
5. Suggest meeting with both 200 and 444 to do a short presentation to ask if we could put an article in the Guardian so that it gets to membership
6. Krista send power point to Darren so he can suggest what to add to it

PASTA DINNER – Darren Womack

DISCUSSION

1. Darren and Warren have Pasta Dinner day off
2. Hall is booked but contract is needed
3. Talk about side room set up
4. Black Friday sucked for prizes because the dollar was so low
5. Need to get big prizes
6. Tiffany to book Commissionaires
7. Raffle license has not submitted yet, due date into the City by January 22nd
8. We had 47 tables last year
9. Not going to bring bulletin boards
10. Get 6 key photos to put on folding felt board
11. Get new boxes for raffle prizes
12. Darren to do the prize placards
13. Tiff getting 50/50 and raffle tickets
14. Michelle wants new craft stuff budgeted of \$150(max)
15. Volunteers: Brad, Paris, Alexandria and fiance, Debbie, June and her son, Melanie Dunn
16. Kids table - Michelle and someone
17. Door - Krista and Steph and Melissa
18. Seaters – June and son
19. Watchers – Bea and Darren
20. 50/50 – table - Daryld and Anna, walkers – Paris, Brad
21. Raffle ticket sellers – Alexandria, Debbie
22. Kids door prize table – Melanie
23. Photos – Fred and whoever
24. Money counter – Tiffany

25. Relief – Warren
26. Stephanie ask Sam and Pauline if they can volunteer
27. Bea getting 5 cakes
28. Macaroons – Anna
29. Curling iron, hair dryer and lions shirt, digital scale, sleeping bag – Door prizes
30. Sports connection gift basket (\$89.72)
31. Chuck E. Cheese gift bag
32. Eastside Mario’s gift basket
33. Oster Blender with sport bottle
34. The Keg (\$50)
35. Silver City
36. Playdium (\$40) with Franco’s
37. Armando’s \$25
38. Playdium (\$40) with Swiss Chalet
39. Tiffany to get liquor basket
40. ED Smith basket
41. Get 2 lego sets for kids prizes (one boy, one girl)
42. BB8 as a top prize (\$190 Canadian)

SAVE THE DATES – Darren Womack

DISCUSSION

1. Mall Event – 6th & 7th
2. Bowling (Rose Bowl) – February 9th @ 6pm (Stephanie)
3. Picnic – July 24th New Gazebo (Bea)
4. Pooker Ride – September 18th

OTHER BUSINESS

TOPIC – Presenter

DISCUSSION

1. N/A

RESPONSIBILITIES

PERSON RESPONSIBLE	ACTION ITEMS	TARGET DATE
• Darren	<ol style="list-style-type: none"> 1. Talk to JEV about website 2. Want our free hour lesson 3. Want Pooker Ride on main site to cut costs 4. Update all headers with Gmail email 5. Send Krista the bi-folds original 6. Purchase BB8 for Pasta dinner 7. Purchase 2 lego sets for kids 8. Discuss side room set up at Teutonia 9. Get contract 10. Make up prize placards 	<ol style="list-style-type: none"> 1. ASAP 2. ASAP 3. ASAP 4. ASAP 5. ASAP 6. ASAP 7. ASAP 8. ASAP 9. ASAP 10. Feb 5th
• Warren	<ol style="list-style-type: none"> 1. 	<ol style="list-style-type: none"> 1.
• Tiffany	<ol style="list-style-type: none"> 1. Switch our services over to MNSI 2. Contact Commissionaires 	<ol style="list-style-type: none"> 1. ASAP 2. Feb 1st

	3. Get 50/50 and raffle tickets 4. Submit raffle licence	3. Feb 10 th 4. Jan 22 nd
• Stephanie	1. Send out Minutes 2. Send out Agenda for next meeting 3. Ask Sam/Pauline if they can volunteer 4. Contact Rose Bowl for CHD week event	1. ASAP 2. ASAP 3. ASAP 4. ASAP
• Beatrice	1. Call and book pavilion for picnic	1.
• Krista	1.	1.
• Melissa	1.	1.

ADJOURNMENT – Darren Womack

NEXT MEETING	January 30 th @ 1pm
MEETING END TIME	3:24pm