



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	August 9, 2014			
MEETING LOCATION	HDS Office, 1479 Tecumseh Rd E.			
MEETING CALLED BY	Darren Womack, President			
TIME CALLED TO ORDER	7:12pm			
DIRECTORS IN ATTENDANCE	X	Darren Womack, President	X	Warren Hayes, Vice President
	X	Tiffany Benoit, Treasurer	X	Stephanie Voakes, Secretary
	X	Beatrice Phelps, Social Events Director	X	Krista Holland, Office Manager
	X	Stephanie Lajoie, Social Outreach Director		
OTHERS IN ATTENDANCE				

OPENING OF MEETING AND MOMENT OF SILENCE

RECURRING AGENDA TOPICS

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

PRESIDENT'S REPORT – Darren Womack

DISCUSSION

1. It's been a very good year with ups and downs
2. Looking forward to a great Pooker Ride to start off the year
3. We had a social event in the fall which we hope to better
4. We had our best pasta dinner to date
5. We had issues with the Walk and the picnic and will come up with something in combining them this coming year

6. We are a Windsor/Essex County charity, we are on are way to becoming one of the best charities out there
7. We are not working for personal gain, we are doing it for personal benefit
8. We hope to secure a long term financial plan
9. We will work together to put a plan in place as we are growing and are coming into financials issues as we grow
10. We have a possibility of going bankrupt but we have been helping others in the community
11. He thanks everyone for the help of the board
12. It was a great year and everyone has done a fantastic job
13. We have to find a way to be better without being stressful
14. Stephanie points out we need to be more prompt and better with planning and let others hand stuff off if they can't handle the task

TREASURER'S REPORT – Tiffany Benoit

DISCUSSION

1. A couple things to point out
2. One misc donation and one late expense report (mostly walk)
3. Loss of \$9133 is showing, we are actually at a loss of \$8900
4. Overall we lost money, we budgeted \$1800 we are closer to \$9000
5. Two of our events brought in \$5000 less than we expected
6. We didn't hit our target for the walk
7. Unifor and the one low donation hit us on the income side
8. With the exception of MTMF we were on budget
9. What hurt us on the expense side we budgeted \$8400 we sent out \$12,480
10. If we continue on this trend we can be in trouble
11. With MTMF being so high our WFCU account is running low
12. We can only deposit raffle or 50/50 into WFCU account
13. We should pay any more MTMF's out of BOM account
14. Krista did an awesome job with ordering prizes online
15. Office expense is more consumable items like pizza
16. Krista did not claim any travel expenses
17. Office supplies is things for the office such as ink or paper or stamps
18. Combining walk and picnic will help a bit this year
19. Highly suggest not doing another new social event
20. The amount we pay for phone and internet is crazy, we need it, but there has to be better options, Tiff wants to look into another company
21. Our problem is growing financially but we are not growing in donations
22. MTMF's were 36% of our income
23. Dinner is basically at cost but it's good for our exposure while the Pooker Ride is our main financial income

Movement to accept: Krista

Seconded: Warren

Passed: Unanimously

BUSINESS TO BE DISCUSSED

AGM – Darren Womack

DISCUSSION

1. We now dissolve the board as it stands
2. Krista, Bea, Darren and Tiffany are not up for election
3. Warren, Stephanie V and Stephanie L
4. We must have a person nominated and a seconding for a nomination to go through
5. Stephanie L does not want to be nominated and would only like to continue as a volunteer
6. Darren nominates Warren for board, Bea seconds
7. Krista nominates Stephanie V for board, Tiff seconds
8. Warren agrees to be on the board
9. Stephanie V agrees to be on the board
10. Krista mentions that she's tried to get Glen to come to the meetings
11. Final call for nominations
12. The board is set now we must decide executive positions
13. Tiffany expresses that she would like to continue as treasurer
14. Darren expresses his wish to remain president
15. Bea nominates Darren for president, Warren seconds, Darren accepts
16. Darren nominates Warren for Vice President, Krista seconds, Warren accepts
17. Tiffany nominates Stephanie V for secretary, Krista seconds, Stephanie accepts
18. Krista nominates Tiffany for treasurer, Darren seconds, Tiffany accepts
19. The board has been set for the 2014/2015 term

POOKER RIDE – Warren Hayes

DISCUSSION

1. All stops are confirmed
2. 3 gifts certificates from Shoeless Joes and all stops have agreed to drop prices for a lunch special
3. Sandbar said they would give a gift certificate
4. Ranta offered door prize
5. CBG's is going to do a special, cook dogs outside
6. Bobby and Heart Menders are on board
7. Need more raffle prizes
8. We need the raffle licence by August 28
9. Raffle prizes:
10. Margarita mixer
11. RC Lamborghini
12. Gen's family going to donate a liquor basket, Tiff still getting a basket
13. Wine kit (Bea)
14. ED smith basket (need another basket)
15. Sunglasses
16. Motorcycle sculpture
17. Possible sports tickets
18. Possible Wings/limo tickets
19. Pledge sheets
20. Shirts are purchased by participants for the ride
21. Dinner tickets and stamp cards need to be printed
22. Map is not done and needs to be changed
23. Contract from Teutonia is still needed

24. Want to get an 8x11 pledge sheet (in drop box) and get on FB
25. Put poster on FB
26. Shirts – Pink and gray
27. Need volunteers
28. The Pooker website is up and running
29. HDS Pooker Ride.com is the domain
30. Needs to be linked to the HDS website
31. The Pooker ride may grow, we may see a 30,000 number but it won't be on pledges it will be on sponsors

OTHER BUSINESS

NEXT STEPS TO TAKE AS AN ORGANIZATION – Open Discussion

DISCUSSION

1. The HDS has not put in a recommendation to support Brian Caza
2. We will not use our name to back any political candidate
3. We don't intend to ever do so in the future (need to put that in bylaws)

TOPIC – Presenter

DISCUSSION

- 1.

RESPONSIBILITIES		
PERSON RESPONSIBLE	ACTION ITEMS	TARGET DATE
• Darren	1.	1.
• Warren	1.	1.
• Tiffany	1.	1.
• Stephanie V	1. Send out Minutes 2. Send out Agenda for next meeting	1. ASAP 2. ASAP
• Beatrice	1.	1.
• Krista	1.	1.
• Stephanie L	1.	1.

ADJOURNMENT – Darren Womack

NEXT MEETING	August 28 th , 2014 @ 6pm
MEETING END TIME	8:26pm