



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	November 22, 2014			
MEETING LOCATION	HDS Office, 1479 Tecumseh Rd E.			
MEETING CALLED BY	Darren Womack, President			
TIME CALLED TO ORDER	1:11pm			
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
OTHERS IN ATTENDANCE				

OPENING OF MEETING AND MOMENT OF SILENCE

RECURRING AGENDA TOPICS

TOPICS	COMMENTS/CHANGES	OUTCOME
Approval of Agenda	<ol style="list-style-type: none"> Warren can pick up things from the US Darren has box in US 	Movement to accept: Bea Seconded: Warren Passed: Unanimously
Approval of Minutes	<ol style="list-style-type: none"> 	Movement to accept: Bea Seconded: Krista Passed: Unanimously

PRESIDENT'S REPORT – Darren Womack

DISCUSSION

- Talked to Teutonia, we are scheduled for Feb
- Tickets will be printed off when Darren can get it done
- Will have to look into new hall for Pooker Ride
- Next year depending on what happens with Teutonia and our numbers we will be looking into a new hall for Pasta
- Secure raffle and door prizes

6. Never seen Windsor Star post to the letter to editor (Warren to resend to Darren)
7. We need to think about the Ride and the wine festival
8. Need to focus on the Pasta Dinner
9. Approve spending and who is doing prizes

TREASURER'S REPORT – Tiffany Benoit

DISCUSSION

1. The Profit and Loss is up to date except late submitted cheques and pledge sheets
2. \$1900 will be added to that income
3. Not all expenses are in the report as there was late submission
4. Only been a few office expenses and rent
5. MTMF is 800 on the financials
6. Must follow up on a receipt that was submitted
7. Waiting for another MTMF from upcoming member
8. Balance sheet we deposited about \$1300 to WFCU account
9. Would like to use MTMF from BMO account till we build the WFCU account back up
10. Annual lottery licence and CRA will be submitted for next meeting
11. We have \$64,000

Movement to accept: Warren

Seconded: Krista

Passed: Unanimously

BUSINESS TO BE DISCUSSED

FALL SOCIAL – Darren Womack

DISCUSSION

1. Booked the lanes and will call to confirm at Rose Bowl
2. Krista finished the grab bags (40 bags of 18 Hershey kisses each)
3. Confirm food will be ready for 5:30
4. Must inquire about ramp and possible extra lanes
5. Six pizzas and six pitchers to start and let them know how many pizza and pitchers after
6. Coke, sprite, orange, diet coke, rootbeer (possible), Mountain Dew, water
7. Start with kids when handing out grab bags
8. Wendy is the contact

CHD WEEK – Darren Womack

DISCUSSION

1. Warren can pick up stuff in the states
2. Darren has a box we can ship things to
3. Mall not confirmed yet till next year calendar comes out
4. Going to try for early to mid-January
5. Group insurance updated
6. Proclamation will be done soon
7. Flag raising to go up on the 6th of February
8. Could take flag down on the Friday and fly it at the dinner
9. Suggested doing Mall event closer to Christmas next year instead of doing it in February
10. Darren will talk to Wendy about CHD week bowling February 10th (tentative)

11. Suggested prizes to buy:
12. Fitness tracker watch approx. \$130
13. Tablets approx. \$200
14. Wireless speakers
15. Wireless headphones
16. Coach store gift certificate
17. Video game system
18. Camera's or video camera
19. Cook wear
20. Tools
21. Kuerig or Tassimo
22. Remote control helicopter
23. Flying fairy doll
24. Ipod nano
25. E-reader Kindle or Kobo
26. Budget for shopping is \$500 to be split between both main events

OTHER BUSINESS

NEXT STEPS TO TAKE AS AN ORGANIZATION – Open Discussion

DISCUSSION

1. N/A

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.
•	1.	1.

ADJOURNMENT – Darren Womack

NEXT MEETING	January 4 th , 2015 @ 1pm
MEETING END TIME	2:39pm