



Heart Defects Society of Windsor and Essex County

1479 Tecumseh Road East, Windsor, Ontario N8W 1C2

Phone: 519-973-0915

Email: admin@HeartDefectsSociety.org

Registered Charity Number #89893 7818 RR0001

Board of Directors Meeting Minutes

MEETING DATE	January 4, 2015			
MEETING LOCATION	HDS Office, 1479 Tecumseh Rd E.			
MEETING CALLED BY	Darren Womack, President			
TIME CALLED TO ORDER	1:03pm			
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	1. Add find date and place for spring/summer event	Movement to accept: Bea Seconded: Krista Passed: Unanimously
Approval of Minutes	1.	Movement to accept: Bea Seconded: Warren Passed: Unanimously

PRESIDENT'S REPORT – Darren Womack

DISCUSSION

1. Hoping this year is a good year for all of us
2. The office looks fantastic and thanks Krista for her hard work
3. We have a bit of stuff to do for the Pasta Dinner
4. Organize prizes and send faxes tomorrow
5. We would like to plan ahead of time for our upcoming events, especially the Pooker Ride

TREASURER'S REPORT – Tiffany Benoit

DISCUSSION

1. Didn't update the statements since nothing new has been done
2. Must submit annual lottery account statements to the city
3. The board must sign this document
4. Deposit is ready to go for Teutonia Club
5. A few MTMF's have come in
6. Should follow up on our lease renewal
7. Krista submitted her spending report

Movement to accept:

Seconded:

Passed: Unanimously

BUSINESS TO BE DISCUSSED

FALL SOCIAL (Post-mortem) – Darren Womack

DISCUSSION

1. We had a great turn out
2. Rose Bowl did a good job
3. We didn't really have enough lanes but it was league night so we were limited
4. Suggested that Darren be point of contact then pass responsibility to Krista or Steph regarding bowling events
5. Wasn't as expensive as expected
6. 13 pizzas and 8 jugs
7. \$162 for bowling \$393 for food
8. Need to find a way to get more lanes, find out what days are available
9. Suggested organizing serving the food to the members so all people get to eat before others go for seconds
10. Darren will contact Mall and Rose Bowl for CHD week in February
11. Suggested doing a sign-up sheet to organize people on lanes.
12. Everyone seemed to enjoy themselves

CHD WEEK – Darren Womack

DISCUSSION

1. Proclamation has been sent in and approved by the City
2. Wording has be changed slightly to update the statistics mentioned within
3. Flag raising will be Monday, February 9th to Monday, February 16th
4. CHD weeks officially starts on the Saturday, February 7th
5. Darren will call the Mall to set up mall event date - goal dates Feb 7th and 8th
6. Raffle Prizes:
7. Galaxy Tablet 3 with case *
8. My Little Pony and Flutterby fairy (kids) *
9. Remote control helicopter (2) (kids)
10. 2 Play-doh set (separate)
11. Godiva chocolate basket*
12. Playdium 2 one with Wendy's one with Burger King*
13. East Side Mario (\$30?) with Silver City 2 movie passes*

14. The Keg (\$50) with Cineplex 2 movie passes*
15. Canadian tire (?)*
16. Duvet (get cover-Tiffany)*
17. Lush cosmetics*
18. Chuckee Cheese coins*
19. Kar buffs *
20. Texas mickey of Canadian club*
21. Hiram Walker basket *
22. Ed Smith basket*
23. Electric blanket
24. Blender with support bottle
25. Hiking kit
26. DOOR PRIZES:
27. Rolling bag (2)
28. 16 piece tool kit
29. Trunk organizer
30. Bowl and apron set
31. Glass bowl set
32. Fondue set
33. Stephanie to contact cousin for Scentsy and ProResp for possible door or raffle prize
34. Potential taking our salad bowls and sprucing it up with sauce, pasta and some wine
35. Need to get a raffle drum
36. Hds blankets
37. Franco's
38. Armando's
39. Koolini's
40. Lilly Kazzily
41. Swiss Chalet
42. Techumseh golf
43. Barber's chair
44. Walmart
45. Can opener
46. Sweatshirt
47. Chef kit (bowl with apron and cookbook)
48. Darren needs to send faxes
49. Dessert table:
50. Krista has an array of cookies to be made
51. 7 cakes
52. 4 fruit trays
53. Macaroons from Anna
54. Cupcakes from Krisztina (Stephanie to ask)
55. Will look into another donation from Emily's Crumbs
56. We're good for centre pieces
57. Going to make up new word puzzles
58. Debating on doing up a Beat
59. Darren to placards
60. Volunteers - Samantha, Glen, Melanie, Anna, Darryld, Gen, Brad and Mackenzie
61. Door – Krista and Stephanie

- 62. Seater – Mackenzie
- 63. Tickets – sitting - Darryld and Anna, roaming – Samantha (ask Steph L), Glen and Mel
- 64. Prizes for kids – Gen
- 65. Michelle and Tammy – kids
- 66. Overseer – Bea
- 67. Decorations – everyone
- 68. Cake cutting - Jeanne

DATE FOR SPRING/SUMMER EVENT

DISCUSSION

1. June 14th 10 – 4pm
2. Mic mac Park
3. Do a bigger, better picnic
4. Suggested Colasanti’s chicken and potatoes
5. Do sign up for games and take part in the games
6. Start planning for next year’s carnival
7. If we think we’re going to have a big turnout from feedback we can get some tables/chairs
8. Still do the regular door prizes and kids prizes
9. Look for potatoe sacks

OTHER BUSINESS

NEXT STEPS TO TAKE AS AN ORGANIZATION – Open Discussion

DISCUSSION

1. N/A

RESPONSIBILITIES		
PERSON RESPONSIBLE	ACTION ITEMS	TARGET DATE
• Darren	1. Book mall and bowling 2. Confirm flag raising date	1. ASAP 2. Feb 1 st
• Warren	1.	1.
• Tiffany	1.	1.
• Stephanie V	1. Send out Minutes 2. Send out Agenda for next meeting 3. Ask Krisztina about cupcakes 4. Contact cousin and Proresp about door prize	1. ASAP 2. ASAP 3. ASAP 4. ASAP
• Beatrice	1.	1.
• Krista	1. Make new word puzzles 2. Make array of cookies	1. Feb 12 th 2. Feb 12 th
•	1.	1.

ADJOURNMENT – Darren Womack

NEXT MEETING

January 18th @1pm (CHD week finalizations)

MEETING END TIME	3:23pm
-------------------------	--------