



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 21, 2015			
MEETING LOCATION	HDS Office, 1479 Tecumseh Rd E.			
MEETING CALLED BY	Darren Womack, President			
TIME CALLED TO ORDER	11:04am			
DIRECTORS IN ATTENDANCE	X	Darren Womack, President	X	Warren Hayes, Vice President
		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. Not discussing Treasurer's report or item #3	Movement to accept: Bea Seconded: Krista Passed: Unanimously
Approval of Minutes	1.	Movement to accept: Bea Seconded: Melissa Passed: Unanimously

PRESIDENT'S REPORT – Darren Womack

DISCUSSION

1. The rest of the year we have only a few items to do for the pasta dinner
2. We have our bowling social coming up
3. We still have to get tickets out
4. Advertise
5. All effort needs to be focused on prizes
6. Warren goes to the States, if anything needed just let him know

TREASURER'S REPORT – Tiffany Benoit

DISCUSSION

1. N/A

Movement to accept:

Seconded:

Passed: Unanimously

BUSINESS TO BE DISCUSSED

BOWLING SOCIAL – Stephanie

DISCUSSION

1. SuperBowl has been suggested for our next bowling function
2. Look into it for our CHD week event
3. Darren won't be at the bowling social
4. Rose bowl has been confirmed for our Bowling Social, November 30th
5. We want to try to organize the lanes so everyone is bowling
6. We need to find out from Tiffany about money, will need two cheques, one for food and one for bowling

PASTA DINNER – Darren

DISCUSSION

1. The deposit cheque should have been sent in
2. Tickets are fixed and ready, will proof before meeting end
3. We want them for the bowling social
4. Door prizes are starting to come in
5. We want to sort what will be door OR raffle prize
6. Need to have raffle license in early January
7. Will have an early January, Pasta dinner only meeting
8. Book Commissionaires closer to event
9. BEA'S LIST:
10. Crockpot
11. Duvet and sheet set – raffle
12. Curling iron
13. Hairdryer
14. Turkey platter, tablecloth and 6 napkins
15. Fossil necklace and earrings
16. Lions t-shirt
17. Stainless steel travel mug set
18. Digital scale
19. Coleman cooler
20. Collapsible cooler set
21. 8 inch stainless steel frying pan
22. Revlon timeless beauty mirror
23. Crystal bowl - \$59
24. Crawford Silex toaster
25. Lantern
26. Gordon Ramsey wok
27. Sweet dish (candy dish)

28. Omega crystal wine glasses -\$100
29. Man and ladies Caesar's watches
30. Men's watch
31. Gardening set
32. Two person picnic set
33. Rice cooker
34. Fondue set
35. PRIZE SUGGESTIONS:
36. \$100 spa gift from ProResp (Stephanie to call and get)
37. Tupperware donation (Stephanie to get 2 weeks before event)
38. Christine will be shopping for Black Friday
39. Sphero Droid BB8 (est. \$149)
40. Smart Band with screen (Fit Bit mock) (est. \$130)
41. Rachel Ray kitchen items
42. Kitchen items
43. Cheap laptop to pair with laptop bag we have
44. Ipod nano
45. Bluetooth FM speaker connector
46. Look into kids raffle prize
47. Kiddie zone action camera

COGECO/PHONE/NET DISCUSSION – Tiffany

DISCUSSION

1. N/A

PRINTER DECISION – Darren

DISCUSSION

1. Epson WF3620
2. Pick up paper as well (down to last pack)

WEBSITE – Darren

DISCUSSION

1. Pooker Ride website has been up and running
2. There are sponsors on there that need to go
3. Do not have access to the site
4. Need to find out if the extra site is costing us
5. Would prefer to have one website to update
6. Need to find out how to add pictures that don't link to our HDS site
7. Darren contact Gasper ASAP
8. Find out about our HDS domain emails that we still can't access
9. Find out about getting the one hour lesson that was never given

OTHER BUSINESS

TOPIC – Presenter

DISCUSSION

1. N/A

RESPONSIBILITIES

PERSON RESPONSIBLE	ACTION ITEMS	TARGET DATE
<ul style="list-style-type: none"> • Darren 	<ol style="list-style-type: none"> 1. Get new printer and paper 2. Talk to Gasper about website 3. Want one website, move poker site to our main site 4. Find out about emails that we can't access 	<ol style="list-style-type: none"> 1. ASAP 2. ASAP 3. ASAP 4. ASAP
<ul style="list-style-type: none"> • Warren 	<ol style="list-style-type: none"> 1. 	<ol style="list-style-type: none"> 1.
<ul style="list-style-type: none"> • Tiffany 	<ol style="list-style-type: none"> 1. Find out if Cogeco has better plan for us 	<ol style="list-style-type: none"> 1. ASAP
<ul style="list-style-type: none"> • Stephanie 	<ol style="list-style-type: none"> 1. Send out Minutes 2. Send out Agenda for next meeting 3. Get donation from ProResp (Call in Jan) 4. Get Tupperware donation from Samantha (2 weeks notice) 	<ol style="list-style-type: none"> 1. ASAP 2. ASAP 3. After Jan 1st 4. Feb 1st
<ul style="list-style-type: none"> • Beatrice 	<ol style="list-style-type: none"> 1. 	<ol style="list-style-type: none"> 1.
<ul style="list-style-type: none"> • Krista 	<ol style="list-style-type: none"> 1. 	<ol style="list-style-type: none"> 1.
<ul style="list-style-type: none"> • Melissa 	<ol style="list-style-type: none"> 1. 	<ol style="list-style-type: none"> 1.

ADJOURNMENT – Darren Womack

NEXT MEETING	Saturday, January 9 th , 1pm
MEETING END TIME	12:32pm