

MINUTES OF THE REGULAR BASSANO FCSS ADVISORY BOARD MEETING HELD ON APRIL 12, 2021.

Advisory Board Members

- Tammie Hauck, Chair
- Kaylein Wirachowsky, Vice Chair
- Sandra Mitchell
- Alice Slomp
- Evelyn Jensen
- Juanita Pierson

Administration

- Victoria Muhlbeier, FCSS Director

1. Call to Order

Chair Hauck called the meeting to order at 3:34 p.m.

2. Attendance and Regrets

- All members were in attendance.

3. Adoption of Agenda

FCSS23/2021 Moved by **Sandra Mitchell** that the April 12, 2021 agenda is approved as presented.

CARRIED

4. Minutes of February 4, 2021

FCSS24/2021 Moved by **Evelyn Jensen** to approve the minutes of the February 4, 2021 FCSS as presented.

CARRIED

5. Financial Summary

A financial summary for the period ending March 31, 2021 was presented.

FCSS25/2021 Moved by **Juanita Pierson** that the financial summary for the period ending March 31, 2021 is approved as presented as attached to and forming parts of these minutes.

CARRIED

6. Director's Report

A director's report for the period ending March 31, 2021 was presented.

FCSS26/2021 Moved by **Tamara Hauck** that the FCSS Director shall continue to engage with the Canadian Mental Health Association Rural Mental Health Project and complete training to become an Animator for the community.

CARRIED



FCSS27/2021 Moved by **Alice Slomp** that FCSS Board of Directors wished to recruit youth to the board for the 2021 school year starting in September. Youth will be appointed for a ten-month term of September – June. The FCSS Director shall develop a proposal and present it to the board for consideration.

CARRIED

FCSS28/2021 Moved by **Juanita Pierson** that the director’s report for the period ending March 31, 2021 is approved as presented and discussed as attached to and forming part of these minutes.

CARRIED

7. CAO Report

A CAO report for the period ending March 31, 2021 was presented.

FCSS29/2021 Moved by **Kaylein Wirachowshy** that the CAO report for the period ending March 31, 2021 is approved as presented and discussed as attached to and forming part of these minutes.

CARRIED

8. UNFINISHED BUSINESS

8.1 Request for Decision – Approval of FCSS Operational Policy 005 – New Member Application

A request for decision was presented regarding council revisions to the proposed FCSS Operational Policy 005.

FCSS30/2021 Moved by **Kaylein Wirschowsky** that FCSS Operational Policy P-FCSS005 – New Member Application is approved as presented.

CARRIED

8.2 Request for Decision – PFCSS003 – Forming a Personnel Committee

The Board appointed members to the FCSS Personnel Committee.

FCSS31/2021 Moved by **Alice Slomp** that FCSS Board of Directors appoints Tamara Hauck and Sandra Mitchell to the personnel committee. The appointment is effective April 12, 2021 and will be reviewed annually at the AGM. The FCSS Director shall notify the CAO.

CARRIED

9. NEW BUSINESS

9.1 Ratification Request for Decision – Volunteer Appreciation (April 18 – April 24)

A request for decision was emailed to the board on April 2nd and a motion was made to proceed with Volunteer Appreciation events. The motion has been ratified during this meeting.

FCSS32/2021 Moved by **Sandra Mitchell** that FCSS will proceed with volunteer nominations and awards. Nominations will be open for community members will be eligible to nominate a volunteer in our community, through April 19th – 25th or until a maximum of 50 nominees are reached, all nominees will receive a thank you card and \$5 gift certificate to the Empty Bottle. The nominees will also be entered in a draw to win one of three main door prizes. Door prizes will include a



BBQ bag, Movie Night In Bag, and a Local Gems Bag – prize items will be gifted inside a reusable Costco cooler bag. The cost of the products in the three door prize bags will not exceed \$250 or the remaining amount left after the purchase of Empty Bottle gift cards.

CARRIED

9.2 Ratification Request for Decision – Earth Day Craft Kits

A request for decision was emailed to the board on April 2nd and a motion was made to proceed with Earth Day Craft Kit programming. The motion has been ratified during this meeting.

FCSS33/2021 Moved by **Tamara Hauck** that FCSS Board of Directors will plan a craft kit program for April, creating a maximum of 30 craft kits. Purchasing the supplies to create 30 craft kits will cost no more than \$200. Craft kits will be advertised in the community from April 6th – April 22nd or they are all spoken for by local families

CARRIED

9.3 Ratification Request for Decision – Earth Day Focus Kits

A request for decision was emailed to the board on April 2nd and a motion was made to proceed with Earth Day Focus Kit programming. The motion has been ratified during this meeting.

FCSS34/2021 Moved by **Tamara Hauck** that FCSS Board of Directors will plan a seniors' focus kit program for April 2021, creating a maximum of 25 focus kits. Purchasing the supplies to create 25 focus kits will cost no more than \$200. Kits will be advertised in the community from April 6th – April 22nd or they are all spoken for by local individuals.

CARRIED

9.4 Request for Decision – Mental Health Week (May 3rd – 9th)

A request for decision was presented to the board on and a motion was made to proceed with Mental Health Week programming.

FCSS35/2021 Moved by **Kaylein Wirachowsky** that the FCSS Board of Directors will plan events for Mental Health Week during the month of May 2021 and pursue in kind donations as well and speaker costs/donations for the events. The events will not exceed a cost of \$300 for all activities, speakers and events. The Board acknowledges that the events which are planned will require flexibility due to the ongoing COVID-19 restrictions. The FCSS director will ensure advertising is in place 2 weeks prior to Mental Health Week and all events meet COVID-19 guidance. If events do not meet COVID-19 guidance they will be rescheduled or cancelled at the board discretion

CARRIED

9.5 Request for Decision – International Day of Families (May 15)

A request for decision was presented to the board on and a motion was made to proceed with International Day of Families programming.



FCSS36/2021 Moved by **Kaylein Wirachowsky** that the FCSS Board of Directors will plan an event for International Day of Families by organizing an outdoor family scavenger hunt with door prizes. The door prizes will not exceed \$200 and advertising will be in place by May 4th, 2021.

CARRIED

10. Correspondence

- None for current.

11. Meeting Adjourned

FCSS37/2021 Moved by **Member Hauck** for adjournment of the regular meeting at 4:57 p.m.

CARRIED

Chair Signature

Director Signature