

# Pincher Creek and District



**FCSS** Family and Community  
Support Services

Box 2841, Pincher Creek, Alberta, T0K 1W0 Telephone 403-627-3156 - fcss@pinchercreek.ca

## **FCSS Board Meeting, December 16, 2019 – Council Chambers 6:30 PM Agenda**

- 1.) Call to order: 6:30 PM**  
Confirmation of Quorum
- 2.) Approval of Agenda**  
  
**Motion 12 / 230**
- 3.) Approval of Minutes of November 18, 2019**  
  
**Motion 12 / 231**
- 4.) Financial**
  - a.) Multi-year funding agreement
  - b.) Surplus remaining in grant fund.
  - c.) Audit preparations
- 5.) New and on-going Business**
  - a.) Grant contracts 2020 (signing of contracts)
  - b.) Social Needs Assessment – focus group schedule
  - c.) Advertising for Board Members
  - d.) GoA - Family Resource Network Expression of Interest
  - e.) Board Appreciation Gift Certificates
  - f.) Family Centre Manager Job Posting (continuation)
  - g.) FCSS Conference – Edmonton - report
  - h.) South Region FCSS Directors Conference Lethbridge
  - i.) Social Innovation Fund (Community Foundation of Lethbridge & SW Alberta)
- 6.) Date for Next Board Meeting**
- 6.) Adjournment**

## Pincher Creek and District



Family and Community  
Support Services

Box 2841, Pincher Creek, Alberta, T0K 1W0 Telephone 403-627-3156 - fcss@pinchercreek.ca

### **FCSS Board Meeting, December 16, 2019 – Council Chambers 6:30 PM** **Minutes – signature copy**

**Board members present: Don Anderberg, Bev Everts, Kathy Verhagen, Mary Kittlaus, Stephanie Smith**

**Absent with regret:**

**Staff present: David Green**

**1.) Call to order: Kathy Verhagen called the meeting to order at 6:30 PM**

Confirmation of Quorum: A quorum was present

**2.) Approval of Agenda**

**Motion 12 / 230 Anderberg**

**That the Agenda be approved as circulated**  
**Carried**

**3.) Approval of Minutes of October 30, 2019**

**Motion 12 / 231 Everts**

**That the November 18 Minutes be approved as circulated**  
**Carried**

**4.) Financial**

a.) Multi-year funding agreement: FCSS Edmonton has confirmed that we will now have a "multi-year" funding agreement (2020 to 2022) with the Government of Alberta. The Board discussed the template. The agreement will be signed by CAO's for the Town, the M.D. and the Village of Cowley when it is available.

b.) Surplus remaining in grant fund. The surplus in the 2020 grant account remains at \$32,923.00

c.) Audit preparations: In progress

## 5.) New and on-going Business

- a.) Grant contracts 2020 (signing of contracts): FCSS signatures were added to the 2020 funding contracts.

The Board reviewed the funding contracts from Cardston, Fort Macleod and Crowsnest Pass. Discussion followed regarding the Pincher Creek contract. The following points were made:

Item 3. Paragraph (d): It was recommended that the word “audited” be replaced with “review of”.

Item 3. Paragraph (d) i and ii: It was recommended that these two items be combined to read as follows:

“for recipients whose grants are less than \$10,000.00, a financial statement showing all revenues and expenditures, along with an opening and closing balance sheet shall be certified correct by an officer of the Recipient Organization who does not have signing authority.”

Item 3. Paragraph (d) iii; remains the same

These matters will be brought back to the January agenda

- b.) Social Needs Assessment: David met with the consultants in Edmonton on November 29 to draft the Focus Group schedule. The Board discussed focus group composition. The invoice for the Social Needs Assessment will be paid in full before the end of December in order to accommodate the FCSS expenditure requirement for 2019.
- c.) Advertising for Board Members: There are presently two vacancies on the Board. One application has been received.

### **Motion 12 / 232 Anderberg**

**That the deadline for receipt of applications be extended to January 15<sup>th</sup>**  
**Carried**

- d.) GoA Announcement – Family Resource Network Expression of Interest: This new core funding initiative affects the Early Childhood Coalition, Parent Link (Family Centre), and the Healthy Families Home Visitation projects. FCSS provides “Program enhancement” funds to all three. Core funding for these agencies is being discontinued under the present system. These agencies must now apply for core funding through a complex “Expression of Interest” system. David will meet with these agencies to discuss their approach to securing core funding under the new system.



- e.) Board Appreciation Gift Certificates: Both Board retirees have received the Board Appreciation Gift Certificates.
- f.) Family Centre Manager Job Posting: The Family Centre continues to advertise for an Executive Director. The new core funding initiative will make this hiring more complicated.
- g.) FCSS Conference – Edmonton: David provided an overview of the 2019 FCSSAA conference. (complete notes will be forwarded to the Board.)
- h.) South Region FCSS Directors Conference Lethbridge: The FCSS South Region Directors will host the Spring Directors Conference in Lethbridge (May 6 to 8). David is on the Planning Committee. Details will be sent to the Board when available.
- i.) Social Innovation Fund: The Community Foundation of Lethbridge and Southwest Alberta (CFLSA) has announced a new “Social Innovation Fund”. The CFLSA is partnering with the Medicine Hat Foundation to manage this new federal fund in the south of Alberta. Details will be forthcoming.

**6.) Date for Next Board Meeting – January 20, 2020, 6:30 PM**

**6.) Adjournment: There being no further business, Mary Kittlaus declared the meeting adjourned at 8:07 PM**

Read and approved this 20<sup>th</sup> day of January 2020.

  
\_\_\_\_\_  
Coordinator

  
\_\_\_\_\_  
Director