51st Annual General Meeting – Meeting Minutes
United Way/Centraide (Central NB/Region du Centre du NB) Inc.
John Howard Society
294 Main St., Fredericton, NB
Thursday, Jun 16, 2011

Attendees

Board Members:

Tom Meadus
Debra Connors
Cindy Pope
Trish Mersereau
Steven Fletcher
Erin Mattinson
Jennifer Hogan
Dave Charleson
Blair McLaughlin
Malcolm Matheson

Board Members Elected:
John Carty – Meals on Wheels (Member Agency Rep)
Crystal Cole

Guests:
Abdel Belhadjsalah – Jobs Unlimited
Margaret Dykeman – Community Health Clinic
Val MacCullam – John Howard Society
Tim Ross – Community Action Group
Fiona Williams – Liberty Lane
Ian Wilson – President Forever Fund / Investors Group

United Way Staff:
Pam Brown
Brian Duplessis
Anne Foster
Stephanie Fox

1. **Call to Order** – The meeting was called to order at 5:30 pm by Steven Fletcher, President of the Board of Directors.

2. **Approval of the Agenda** – moved by Dave Charleson and seconded by Cindy Pope. Approved.

3. **Approval of the Minutes of the 50th AGM** – moved by Tom Meadus and seconded by Cindy Pope to accept the minutes of the 50th AGM held June 9, 2010 as presented. Approved.

4. **Report of the President** – Steven Fletcher presented his report (attached).

5. **Report of the Executive Director** – Brian Duplessis presented his report (attached).

6. **Treasurer's Report** – Blair McLaughlin presented the Treasurer's report (attached). Blair motioned and Dave Charleson seconded the motion to accept the Treasurer's report as presented. Approved. Blair motioned and Dave Charleson seconded that Grant Thornton be reappointed as auditors. Approved.

7. **Report of the Nominating Committee & Election of Directors** – The following were nominated for a two year term starting June 2011, motioned by Malcolm Matheson and seconded by Blair McLaughlin.

Current Board Members

Blair McLaughlin	2011-2013
Debra Connors	2011-2013
Tom Meadus	2011-2013
Dave Charleson	2011-2013
Trish Mersereau	2011-2013
Jennifer Hogan	2011-2013

Nominee

Crystal Cole	2011-2013

The committee puts forth the following names as Board Nominees as a representative of its Agency members for a one year term starting June 2011:

John Carty – Executive Director, Meals on Wheels

The following Board members have one year left of their two year term:

Steven Fletcher	2011-2012
Cindy Pope	2011-2012
Malcolm Matheson	2011-2012
Alex Reed	2011-2012

Recommendations for the Executive Committee are as follows:

President	Steven Fletcher
Vice President	Cindy Pope
Treasurer	Blair McLaughlin
Secretary	Debra Connors
Past President	Tom Meadus
Executive Director	Brian Duplessis (ex-officio)

8. **Report of the Endowment / Forever Fund** - Ian Wilson, President of the Forever Fund gave a brief overview of the Endowment Funds purpose and reported that the Fund was able to contribute $41K to the United Way's operations in the 2010-2011 fiscal year.

9. **Committee Reports –**

   a. Admission & Allocations report (attached) was presented by Steven Fletcher.

   b. The Campaign report (attached) was presented by Brian Duplessis on behalf of Jennifer Ross, Campaign Chair.

   c. Youth Engagement report (attached) was presented by Jennifer Hogan.

10. **New (Other) Business –**

a. Community Development and Global Fellows Program – Steph Fox provided a report (attached) on her activities and thanked United Way Worldwide and our local United Way for the opportunities she had during the past year.

b. New Brand Framework / Website – Brian Duplessis explained briefly the new United Way branding that will be incorporated into the website and all documentation and he noted that due to technical difficulties they were unable to link to the website but encouraged everyone to check out http://unitedwaycentral.com

c. John Howard Society – Val MacCullam welcomed everyone to their building and gave a brief outline on the challenges they faced during the planning and building of their facility and the value of the services they are able to provide in part due to the assistance they receive from the United Way donors.

12. **Adjournment -** on a motion by Blair McLaughlin, the meeting was adjourned at 6:30 pm.

Respectfully submitted by

Debra Connors, Secretary

Steven Fletcher, President

Secretaries Note:
Submitted reports are included below

President's Report 2010-2011 – Steven Fletcher

Thank-you for the dedication and commitment of the members of the Board of Directors and the hundreds of volunteers who make everything we do possible.

A special thank-you to Erin Mattinson who will be stepping down from the Board after having served in various capacities since 2006. We know that she will continue to be a strong supporter of United Way both in the community and at UPS.

This past year saw two key staff changes – the departure of our longest serving staff member Joy Asher after 10 years of dedicated service the addition of Brian Duplessis as Executive Director and Joy's welcoming manner and smile were instantly recognizable by anyone she came in contact with. We thank her for her dedication and wish her all the best for the future.

This past year has been one of increased involvement and visibility in the community for United Way. The transformation of our United Way to the Community Impact model is well underway. You will hear more about that in the reports that will be presented throughout the meeting.

I would also like to give special thanks and recognition to our out-going Campaign Chair Jennifer Ross who oversaw a campaign which increased by approximately 9% from the previous year.

She put in countless hours both before and during the campaign and her contribution is greatly appreciated.

Respectfully submitted
Steven Fletcher
Board Chair, 2010-2011

2011 Report of the Executive Director – Brian Duplessis

Brian reported on the increased involvement of United Way in the broader community as the evolution to the Community Impact model continued. The United Way is now part of the Community Action Group on Homelessness (CAGH); Greater Fredericton Social Innovation (GFSI); the City of Fredericton Affordable Housing Committee; the greater Fredericton Community Inclusion Network (CIN); and has membership on the Board of Directors of the Greater Fredericton Chamber of Commerce.

Community Impact is also being seen through the work of the Youth Engagement Committee and the through the work of the Director of Community Development, Stephanie Fox. Their reports give additional detail in these areas.

Since last fall, there have been regular meetings of the Executive Directors of the agencies receiving funds through United Way. The focus of the meetings has been identifying areas of collaboration between the agencies.

Brian Duplessis
Executive Director

Treasurer's Report for the Fiscal Year April 1, 2010 to March 31, 2011

I am pleased to present the financial statements of the United Way/Centraide of Central New Brunswick for the fiscal year ending March 31, 2011.

The Statement of Operations shows an increase in net campaign revenue of 8% in 2010, reflecting the substantial increases in the campaign.

The Statement of Operations also shows an excess of expenditures over revenue in the amount of $210,811. This reflects a conscious decision by the board and management to decrease the cash on hand and increase community investment through additional allocations to member agencies.

Through 2010, the Organization invested an additional $202,868 in agency allocations. Allocations to non-member agencies and allocations transferred to other United Ways increased by $24,392 and $51,855 respectively. Collectively, the allocations in 2010 increased by almost $280,000.

The Statement of Financial Position reflects strong cash and receivables balances. Overall, the cash situation remains well managed and at sufficient levels for the Organization to meet its expenditures and funding obligations, including unexpected variances.

Finally, I would like to extend my sincere appreciation to Pam Brown for her continued efforts and diligence throughout the year!

Respectfully submitted,
Blair McLaughlin

Admissions & Allocations Report 2010-2011 – Steven Fletcher

As reported at last year's AGM, 2010-2011 was the first year of a two-year Allocations cycle. Two Agencies requested a formal review of their allocations and following that review their allocations were revised. Those two agencies were the Fredericton Boys and Girls Club and Opal Family Services.

Two additional applications for funding were approved – Fredericton Hospice and the Community Harvest Gardens through the Fredericton Food Bank.

Campaign Report – Brian Duplessis on behalf of Jennifer Ross, Campaign Chair

Brian reported that the Campaign Goal had been increased for 2010 to $1.2 million from $1.1 million. The new goal was surpassed with the final result coming in at $1.275 million. Special note was made of the CFB Gagetown and Provincial Government campaigns which both exceed their individual targets by significant amounts. Thanks was given to Jennifer Ross' contribution as Campaign Chair. It is expected that the new Campaign Chair will be announced shortly.

The Kick-off for the 2011 Campaign will be the week of September 12th with the Kick-off taking place in a number of different communities throughout the week. The Fredericton event will take place at noon on September 12th under the Harvest Jazz and Blues Festival tent. Details for the other events will be announced as they are finalized.

Youth Engagement Report - Be a Leader-Be a Hero Program – Jennifer Hogan

Focus Group-K-5 students

Objective- Present a program which encourages children to be leaders in the classroom and on the playground.

Program Summary- The goal of the program is to empower children to make a difference in the lives of others through good deeds; helping a classmate with a math problem, including others at recess and lunch, going out of their way to lend a helping hand. Students get a marker to add to the United Way program poster when a fellow student or teacher recognizes the help they have given or the good deed they have done. The classroom sets an overall goal to work towards as a group. United Way makes special presentations to each student for playing a part in meeting that goal. The focus of this program is to create a school community that works together.

5 Schools Participated: Cambridge Narrows School, Geary Elementary,
Lower Lincoln Elementary, Connaught Street Elementary, Royal Road Elementary

Outcome-With 5 schools participating, over 1,100 students in Grades K-5 were impacted.

Additional Notes- The program was enhanced in schools in a variety of ways. Examples include a school video being produced which interviewed students on how they were making their school a better place(w/approval we will post to website), a book of illustrations was created by a grade 5 classroom to show examples of helping to younger grades and friend of that volunteers in Haiti to be my guest speaker.

Publicity- was televised on CBC television during the 6pm news hour, was a feature story in The Daily Gleaner, was featured on United Way Canada's Weekly newsletter and it will also be appearing on United Way Worldwide's "Live United" blog which reaches over 1,800 United Way offices in 41 countries and territories.

Community Development Report-Annual General Meeting
June 16th, 2011
Submitted by Steph Fox

As we strive to be more than a resource development engine and continue the shift towards a community impact organization, I'm pleased to report that 2010 was yet another productive and exciting year, filled with new developments to share. I am happy to share with you the progress we have made in promoting our United Way and establishing us as a community impact organization.

The Be a Leader-Be a Hero program was developed and delivered this year to 5 local area schools impacting over 1,100 students in grades K-5. It gained exposure through the Daily Gleaner and a spot on the 6pm news with CBC Fredericton. I am in discussions with Renaissance College to work on the program together next year, allowing their students to present the program on behalf of United Way while also fulfilling a course component of community leadership for Renaissance College. Board member, Jennifer Hogan, will be sharing details of the program with you following this report.

A group of community members tasked themselves with creating the Greater Fredericton Volunteer Centre in 2010. As a volunteer committee they needed assistance to move the initiative forward. Over the past 8 months, I have allocated part of my time and effort into advancing this community project. During this time, we have met with other volunteer centres to explore their operating models, we have coordinated 3 focus groups that brought in over 60 participants from business, government, non-profit and the community in general to discuss what shape they would like to see their local volunteer centre take and what services would be of value to them. We recently had a full day strategic planning session which has narrowed the focus and will serve as a guide for the steering committee as they move forward. United Way is proud to contribute to the success of this project and will continue to support it.

The Non-Profit Office Cooperative Initiative is another project that has been started by a local group of non-profits but one that needed assistance to keep moving forward. As in the case with the volunteer centre, I had the opportunity to involve a group of Renaissance College students in the project. A survey was created and distributed and our office has used the results of the survey in our work with this. Brian has been meeting regularly with a group to review the building options and feasibility. We will have more to report on this at a later date.

National Volunteer Week took place the week of April 10th-16th. In recognition of this important week, I invited community members to nominate outstanding volunteers in our area to be recognized. I formed a selection committee out of members of the Volunteer Centre steering committee and all submissions were reviewed. Some were selected to be featured in a 6 days series I secured with the Daily Gleaner which featured a photo and personal interview with a different volunteer each day. Others were selected to be recognized at a Volunteer Recognition Reception that was hosted and sponsored by Investors Group. It was a wine and cheese format, plaques were presented and the event was highly attended.

As a collective is required for social change, we continue to build and expand our network. From co-chairing International Women's Day to being a committee member of the Fredericton Community Foundation and executive member of the Fredericton Region Young Professionals and Entrepreneurs to speaking at Rotary meetings or attending Enterprise Fredericton & Chamber events, we are raising awareness of United Way and opening the door to greater collaboration to build community capacity.

I am thrilled to have been accepted into the Global Resident Fellows program, through United Way Worldwide. Due to the support of the Lilly Foundation and my local United Way, I have had the opportunity to participate in this accelerated leadership development program with my 25

fellow participants from all over the world. Through enhancing my own leadership abilities and sharing in this year long experience with such a talented and diverse group of individuals from around the world, I look forward to making a greater impact within my own local United Way and contributing to the United Way global network.

One of the most valuable components of this program is the ability to share knowledge and experience with my fellow colleagues on a daily basis. I am able to learn what my colleagues are doing around the world, take their successes and apply them to my own office. Specifically, as I am working with two different community interest groups on developing a Volunteer Centre in our community and finding a shared space to create a non-profit office cooperative I contacted my colleague Jonathan Gibbons with United Way of Greater Chattanooga who was able to connect me with the Executive Director of their local Centre for Non-Profits which also houses a Volunteer Centre. Thanks to the Global Resident Fellows program, I am able to learn about the path a community in Tennessee followed to arrive at the same destination I am working towards in my own community. I currently chair a regional marketing committee tasked with developing a strategy that encompasses all 11 United Way offices in Atlantic Canada. By working with my colleagues in the tri-state area (New York, New Jersey & Connecticut) as well as learning from a strategy that was formed for over 20 United Ways in Southwest Michigan, I've been able to share these practices with my committee in Atlantic Canada.

There are so many components of this program that challenge participants to work together, learn from one another and find innovative solutions to issues in our own communities as well as globally. The strength of the Global Fellows Network makes all of our respective United Ways stronger. I can confidently say that we are all enabled to make greater impact within our own communities due to the Global Resident Fellows Program and wish to thank United Way Worldwide and my local United Way office for this opportunity.