

February 2025 Minutes

BOARD MEMBERS PRESENT	STAFF MEMBERS PRESENT
Yoko Fujimoto Danealle Reinke Tina Preston Holly Johnson Marissa Wardrop Amanda Philpott Vienna Dahl	Victoria Muhlbeier, FCSS Director Tammy Johnson, Administrative Assistant

1. CALL TO ORDER

23/2025 **TINA PRESTON** called the meeting to order at 5:39 PM

2. ATTENDANCE AND REGRETS

Angela De Blasio was unable to attend the meeting.

3. ADOPTION OF AGENDA

24/2025 Moved by **Holly Johnson** that the March 26, 2025 agenda is approved as presented.

CARRIED

4. APPROVAL OF MINUTES

25/2025 Moved by **Yoko Fujimoto** that the February 26, 2025 FCSS Board Meeting Minutes are approved as presented.

CARRIED

5. FINANCIAL REPORTS

5.1 FCSS Financial Summary for the period of February 2025

26/2025 Moved by **Amanda Philpott** to approve the Financial Statements for the period of February 2025. Seconded by **Vienna Dahl**.

CARRIED

5.2 Meals on Wheels and Home Cleaning Report for the period of February 2025

27/2025 Moved by **Tina Preston** to approve the Meals on Wheels and Home Cleaning Reports for the period of February 2025.

CARRIED

6. DIRECTOR'S REPORT

- Victoria will be attending a Seniors lunch in Duchess on March 27th and will provide information on the Mini Bus, Alberta Seniors Special Needs Assistance benefits and meals on wheels.
- FCSSAA Spring Regional Meeting will be held on May 28th in Medicine Hat. If anyone would like to attend, please RSVP to Victoria by May 15th.
- Victoria had a meeting with Piston Broke about Speed Friending during Mental Health week. Piston Broke is very excited to host this event on May 9th.
- Victoria met with Ahmed Kassem, Bob Johnson and Reg Radke about partnering for a Mental Health Workshop during Mental Health Week. There are also plans for an Ag focused Workshop in November that would go out to the smaller communities.
- Citizen of the Year Gala will be held on May 16th. John Petrie will be our MC. We have hired a photographer for the event.

28/2025 Moved by **Holly Johnson** to that the Executive Director Report for the period ending March 21, 2025 is approved as presented and discussed.

CARRIED

7. UNFINISHED BUSINESS

7.1 None for Current

8 NEW BUSINESS

8.1. LMS Financial Audit Presentation

Carla McCallum with LMSPC Chartered Professional Accountants joined our meeting at 6:00pm and she presented the 2024 audited Financial Statements to the board.

29/2025 Moved by **Holly Johnson** to approve the 2024 Financial Statement from LMSPC Chartered Professional Accountants. Seconded by **Yoko Fujimoto**.

CARRIED

8.2. 2024 FCSS Funded Programs Outcomes Review

Victoria compiled the outcome information for all Funded Partners and Micro-Grant programs and presented to the board. This is a great overview of the impact of our funded partners, core and micro-grant, have made in our region.

8.3. Internal Program Operations

A discussion was held regarding the internal program operations and the possibilities of adding to our internal programming as well as concerns with some of the reporting by funded partners.

30/2025 Moved by **Marissa Wardrop** that we send a letter to all funded partners reminding them that their year end reporting needs to be filled out in full or the second quarter payment may be withheld.

CARRIED

8.4. Agency Shadowing Updates

Vienna gave an update on the session she attended with Big Brothers Big Sisters. Yoko gave an update on her time with Brooks & District Seniors Outreach.

9 CORRESPONDENCE

9.1. None for Current

10 MEETING ADJOURNED

19/2025 Moved by **TINA PRESTON** to adjourn the meeting at 8:09 pm.

11 NEXT MEETING

Tuesday, May 6th, 2025 @ 5:00 PM
Grasslands Regional FCSS Office

Board Signing Authority

Executive Director