

October 29, 2025 Minutes

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

1. **CALL TO ORDER**

87/2025 TINA PRESTON called the meeting to order at 5:40 PM

2. **ATTENDANCE AND REGRETS**

Marissa Wardrop was unable to attend the board meeting.

3. **ADOPTION OF AGENDA**

Added under New Business: 8.3. Servus Credit Card

Added under Correspondence and Information: 9.4. Letter from Marissa Wardrop

88/2025 Moved by **Amanda Philpott** that the October 29, 2025 agenda is approved as amended.

CARRIED

4. **APPROVAL OF MINUTES**

89/2025 Moved by **Holly Johnson** that the September 24, 2025 FCSS Board Meeting Minutes are approved as presented.

CARRIED

5. **FINANCIAL REPORTS**

5.1 **FCSS Financial Summary for the period of September 2025**

90/2025 Moved by **Vienna Dahl** to approve the Financial Statements for the period of September 2025. Seconded by **Angela De Blasio**.

CARRIED

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

91/2025 Moved by **Danealle Reinke** to approve the Meals on Wheels and Home Cleaning Reports for the period of September 2025.

CARRIED

6. DIRECTOR'S REPORT

- AT the September board meeting, the Micro-Grant committee approved two increases in funding to the Crossroads Rooted Support Group and Brooks Family Mediation Services. They also approved two new Micro-Grants for Global Village and the Newell Run Club. We currently have \$15,000 in funds for Micro-Grants.
- A discussion was held on the term deposit that is currently sitting in a Savings account.

92/2025 Moved by **Holly Johnson** to move the \$150,000 into an 18-month non-redeemable GIC at the rate of 3.15%. Seconded by **Amanda Philpott**.

CARRIED

- The Community Resource Fair was held on October 17th. There were 34 local groups and we had around 60 people attend. We intend to host this event again next year.
- FCSS partnered with the City of Brooks for Truth and Reconciliation Day. The Wild Tongues performance was attended by over 1,000 students with around 150 teachers and 75 community members. Victor Lethbridge's story time at the Brooks Public Library was attended by 25 youth. The Medicine Hat Firekeepers Women Society had about 12 attendees at the Duchess Rec Centre. Theron Black from the Blood Reserve hosted a cultural art activity and had 10 people in attendance.
- The first revisions for the new outcomes have been sent out. The main changes implemented are new age categories, new demographics categories, community capacity building activity category, more survey questions and we are now required to identify if programs are considered primary or secondary intervention.
- We will have a practicum student joining us in January. He will be with us from January to April.

93/2025 Moved by **Holly Johnson** that the Executive Director Report for the period ending October 24, 2025 is approved as presented and discussed.

CARRIED

7. UNFINISHED BUSINESS

7.1 FCSSAA Conference Delegates – who is attending?

Attending this years FCSSAA Conference will be Victoria, Angela, Tina and Amanda. Tina will be introducing the speaker Bob Wyatt at the Board Governance presentation.

7.2 November Board Meeting Date Decision

The board has decided on Tuesday December 2, 2025 at 5:00pm.

8 NEW BUSINESS

8.1. Office Rental – Open Discussion

Our current office space was recently purchased and as of January 1st, 2026, the rent will be \$2,200/month and we will also have to put down a damage deposit. Victoria looked at a rental space in the old Greyhound building. The space is currently 1,500 square feet with the possibility for another 1,100. The board likes the idea of being in a more recognized area and think the 2,600 square foot space would meet our needs.

94/2025 Moved by **Holly Johnson** that we pursue the 2,600 square foot rental space in the old Greyhound building and see if he would be willing to rent the space for \$3,000/month with a three-year lease. The board is willing to go as high as \$3,400/month and any further discussion can be done through email. Seconded by **Amanda Philpott**

CARRIED

8.2. Media Release and Funding Talking Points – Open Discussion

Victoria wrote up a media release to go into the Brooks Bulletin after November 1st.

8.3. Servus Credit Card

With the transition to Servus Credit Union, we will require a new credit card to replace the RBC Visa.

95/2025 Moved by **Tina Preston** to approve a new No-Fee Mastercard at the Servus Credit Union for Victoria Muhlbeier with a limit of \$5,000. Seconded by **Yoko Fujimoto**.

CARRIED

9 CORRESPONDENCE

- 9.1. BCHS Thank You Letter
- 9.2. FCSS Fast Facts
- 9.3. FCSSAA September Board Meeting Highlights
- 9.4. Letter from Marissa Wardrop

10 MEETING ADJOURNED

96/2025 Moved by **TINA PRESTON** to adjourn the meeting at 7:48pm.

11 NEXT MEETING

Tuesday, December 2nd, 2025 @ 5:00 PM
Grasslands Regional FCSS Office

Board Signing Authority

Executive Director

Unapproved