

September 24, 2025 Minutes

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

1. **CALL TO ORDER**

71/2025 TINA PRESTON called the meeting to order at 5:32 PM

2. **ATTENDANCE AND REGRETS**

Everyone was in attendance.

3. **ADOPTION OF AGENDA**

72/2025 Moved by **Holly Johnson** that the September 24, 2025 agenda is approved as presented.

CARRIED

4. **APPROVAL OF MINUTES**

73/2025 Moved by **Amanda Philpott** that the June 25, 2025 FCSS Board Meeting Minutes are approved as presented.

CARRIED

5. **FINANCIAL REPORTS**

5.1 FCSS Financial Summary for the period of June, July and August 2025

74/2025 Moved by **Yoko Fujimoto** to approve the Financial Statements for the period of June, July and August 2025. Seconded by **Danealle Reinke**.

CARRIED

5.2 Meals on Wheels and Home Cleaning Report for the period of June, July and August 2025

75/2025 Moved by **Vienna Dahl** to approve the Meals on Wheels and Home Cleaning Reports for the period of June, July August 2025.

CARRIED

6. DIRECTOR'S REPORT

- Over the summer, we opened a new bank account with Servus Credit Union to give us the ability to make online payments and e-transfers.
- The Summer Kick Off Party was held on July 9th. We estimated that there was nearly 300 youth in attendance.
- Victoria worked with Kenneth Taylor from Stringham LLP to rewrite our Funded Partner Agreements for 2026.
- Welcome and Wind Down was held on September 13th. There were 15 agencies in attendance with an estimated 400 – 500 people that attended the event.
- FCSS will be partnering with the City of Brooks for Truth and Reconciliation Day. On September 26th, Wild Tongues will have a cultural performance at the JBS Centre in the morning and Victor Lethbridge will be providing an indigenous story time at the Brooks Public Library in the afternoon. On September 27th at the Duchess Rec Centre, Medicine Hat Firekeepers Women Society will be sharing information about the Society and a story of being a Residential School Survivor. On September 29th, Theron Black from the Blood Reserve will host a cultural activity of leather working and painting.
- On October 17th, FCSS will be partnering with the City of Brooks for the Elimination of Poverty Day Resource Fair.

76/2025 Moved by **Marissa Wardrop** that the Executive Director Report for the period ending September 19, 2025 is approved as presented and discussed.

CARRIED

7. UNFINISHED BUSINESS

7.1 None for current

8 NEW BUSINESS

8.1. In Camera – Staff Wages Proposal 2026

77/2025 Moved by **Yoko Fujimoto** to go into camera at 5:46 pm.

78/2025 Moved by **Amanda Philpott** to come out of camera at 6:01 pm.

79/2025 Moved by **Holly Johnson** to approve a 2% cost of living increase for Tammy Johnson and a 3% cost of living increase for Victoria Muhlbeier effective January 1, 2026. Seconded by **Marissa Wardrop**.

CARRIED

8.2. Term Deposit – Request for Decision

Since we switched our banking to Servus Credit Union, we need to reinvest our term deposit. After discussing the term length and interest rates, it was decided to move the money into a high interest savings account for the time being. Victoria will contact the bank to get more information.

80/2025 Moved by **Tina Preston** to move the term deposit into a high interest savings account as discussed. Seconded by **Vienna Dahl**.

CARRIED

8.3. November Board Meeting – new date needed as this is the same date as the FCSSAA Conference

The board will pick a new date for the November meeting in October.

8.4. FCSSAA Conference Delegates – who is attending?

The FCSSAA Conference will be held on November 26 – 28. Victoria and Tina will be attending. Amanda, Danealle and Angela will let Victoria know if they are able to attend.

8.5. SPEC AGM -Tina Updates

Tina attended the SPEC AGM on September 16th. Tina submitted a report from the AGM in the board package.

8.6. Core Funding Decisions

Organization	Approved
University of Calgary	\$60,000
Seniors Outreach	\$55,000
Big Brothers Big Sisters	\$50,000
Lifetalk Counselling	\$30,000

Newell Christian Community Chaplaincy Program	\$15,000
Christ the Redeemer Schools	\$10,000
Child Development Society	\$33,000
SPEC – Community Services	\$80,250
Crossroads Clinic	\$15,000
	\$348,250.00

81/2024 Moved by **Holly Johnson** to approve \$348,250 for the Funded Partners External Conditional Funding for 2026. Seconded by **Amanda Philpott**.

CARRIED

8.7. Office Rental – Request for Decision

Our office building was recently sold and the new landlord will be raising our rent as of January 1, 2026. This may be a good time to relocate. Tina, Victoria and Tammy checked out the AHS Counselling office by the radio station. The location is great but the offices and the board room are a little too small for our needs. Other locations that may be an option are the Old County Building and Thistle & Sage. Cody’s Automotive, from next door, are also in the process of looking for another building to rent and they would like to continue sharing a space.

9 CORRESPONDENCE

- 9.1. FCSSAA Member Survey Results
- 9.2. FCSSAA Semi-Annual Member Bulletin
- 9.3. FCSSAA June Board Meeting Highlights
- 9.4. FCSSAA Key messaging for FCSS Advocacy
- 9.5. Core Funding Agreement Updated
- 9.6. Micro-Grant Funding Agreement Updated

10 MEETING ADJOURNED

82/2025 Moved by **TINA PRESTON** to adjourn the meeting at 8:45pm.

11 NEXT MEETING

Wednesday, October 29th, 2025 @ 5:00 PM
Grasslands Regional FCSS Office

Board Signing Authority

Executive Director