



PRAIRIE REGION HALFWAY HOUSE ASSOCIATION

## **Minutes of the Annual General Meeting September 21, 2007**

The 2006-07 Annual General Meeting of the Prairie Region Halfway House Association was called to order by Gordon Sand at 11:30am on Friday, September 21, 2007 at Best Western Charterhouse Hotel in Winnipeg, Manitoba.

Present were the following:

Pat Babiak	YWCA Brandon
Toby Gent	John Howard Society, Calgary
Al Gordon	Catholic Social Services, Edmonton
Carrie Gurnsey	John Howard Society, Calgary
Andre Letendre	MACSI, Prince Albert
Lindsay Randall	John Howard Society, Calgary
Gordon Sand	John Howard Society, Calgary
Ron Cole	
Bob Alexander	Seventh Step, Calgary
Heather Quirico	John Howard Society, Calgary
Lacey	Elizabeth Fry/JHS, Calgary
Sandra	Elizabeth Fry/JHS, Calgary

The Agenda for the Annual General Meeting was reviewed. Al Gordon moved to accept and motion was carried: "that the Agenda was approved as prepared."

The Minutes of the Annual General Meeting of 2005 – 07 were reviewed. Andre Letendre noted MACSI is located in Price Albert oppose to Saskatoon. The minutes were amended. Pat Babiak moved to accept amended minutes and the motion: "that the amended Minutes of the meeting September 29, 2006 be approved." Ron Coles seconded.

### **Reports**

#### **President's Report**

Gordon Sand's report:

- Brenda Ingham has accepted the position for Association Coordinator on a half time basis as she will continue to coordinate Berkana House, Calgary. The board is looking to hire a half time administrative assistant to assist Brenda with the responsibilities.
- Recognised the hard work of Brenda Ingham over the past year and her ongoing dedication to the PRHHA.

- The board has experienced difficulty filling the Association Coordinator position due to the location and limited number of applicants with appropriate experience in a halfway house setting.
- Currently the board is attempting to hire the Administrative Assistant
- Work is continually being completed on updating the PRHHA web site
- Gordon has spoken with Joan regarding a meeting with the Deputy Warden, Paul. This meeting is schedule for October 2007 in Calgary
- There are plans to meet with the Ontario Region Halfway House Association in October 2007, in Toronto, Ontario, during the Canadian Congress on Criminal Justice. There are hopes of discussing the opportunity to establish a perspective on the development of a National Halfway House Association.

Andre and Ron carried: “that the president’s report be accepted as presented”.

### **Financial Report**

Toby Gent and Gordon Sand presented the financial report prepared by Brenda Ingham before her vacation to Spain. Toby Gent: The PRHHA is in good financial standing. We currently have a paid membership consisting of 16 members and we have the potential to encourage another 5 existing members. We will also be revisiting our list to find if there are new locations to add to our growing family.

On March 31, 2006 the bank balance was \$18 466.91; the balance as of March 31, 2007 was \$22 846.83. The current bank balance as of September 21, 2007 is approximately \$48 000.00.

Gordon Sand: Our board has been frugal and we have been able to build a solid base from which to work toward better practices, information gathering and distribution, advocacy and networking to keep us current with issues, ideas and solutions.

CSC is now funding our Association in the same fashion as the Ontario Halfway House Association. We are now able to have a half time coordinator and half time assistant for the Association and we will be building on our services and interaction with the houses, our partner agencies, the community for resources and CSC. An update will be put on the PRHHA website and there will be a blog added on this site for member front-line staff to interact with each other for information gathering and disseminating. We will also have a public and member’s forum to discuss the latest issues, concerns and progress with CSC and the prison system.

Ron and Pat carried: “the financial report be accepted as presented.”

## **Other Business**

- Ron Coles attended the Ontario Region Halfway House Association (ORHHA) Annual General Meeting and Conference. He commented the conference was good, noting the boundary session was excellent and maybe an idea for future training. Ron noted the ORHHA is experiencing similar issue that the PRHHA is. Ron stated the PRHHA also may want to amend future conference agendas placing the Annual General Meeting at the beginning of the conference oppose to the end to ensure greater attendance and participation.

## **Elections**

A slate of returning and new Officers was drawn up and elections from the floor were sought by Gordon. Four names came forward and four members are standing down.

Standing down are as follows:

- Donna Bernreuther
- Leianne Bouillet
- Toby Gent
- Brenda Ingham (Secretary/Treasurer)

Nomination put forth:

- Heather Quirico
- Bob Alexander
- Ron Coles
- Jeff Smith

Al and Andre carried: "that those names put forth be elected".

The Board was elected as follows:

- Gordon Sand
- Al Gordon
- Pat Babiak
- Andre Letendre
- John Weeks
- Heather Quirico
- Bob Alexander
- Ron Coles
- Jeff Smith

Andre and Sandra carried: "that the Annual General Meeting be adjourned." The meeting was officially adjourned at 12 pm.