

# Executive Director October 2017 Report

## Community Partnerships

- Our Fall Webinar session is well underway and has been extremely well attended and received by our many community partners. To date we have had over 50 participants representing 12 different organizations. We have been asked to speak at 3 of these to explain our programs/services and our approach. We have booked 4 different presenters to come and train our facilitators at their monthly meeting from participants in these webinars. This has proven to be an exceptionally effective and cost effective way of simultaneously building our capacity and raising awareness of our agency within the community and other service providers. I do wish we had a higher attendance/participation rate of our own volunteers.
- No word yet on the outcome of the “Change The World” Grant to engage youth in volunteering. I have opened a request for a status update and will fill the Board in as soon as I hear anything.
- Posters went up at the OPP detachments with the info and process changes developed in the Platoon visits over the Summer.

## Operational Updates

- I have spoken with the management at The Factory Building (40 Sunset Dr) regarding possible office space in anticipation of possibly needing to relocate if FCSLLG sells the building to someone who does not want to lease to us/raises prices drastically. While they have an ideal space open that would be custom built and decorated to our specific needs/wants, it is extremely expensive, approx. \$1500 all in. We currently pay \$792/month plus a quarterly fee for rug rotation and shredding. This is not a pressing issue as of yet but may be a concern in the new year.

## Key Messages



- CARD Team first meeting taking place Monday, October 23<sup>rd</sup> 3pm in my office. EVERYONE is welcome to join.
- CRA issues with source deductions are getting addressed with the help of Carole Fuller at Allan and Partners
- Theresa is getting everything sorted and organized in Finance so we can be using all the SAGE features and prevent future errors in T4s or other issues
- Plans are well underway for our annual holiday party. It will be held on Tuesday, December 12<sup>th</sup> from 7-9pm at The Grand Hotel in Carleton Place. Hors D’oeuvres will be served and a cash bar available. Spouses/partners are welcome to join our celebration this year.