

LAUNCHPAD BOARD OF DIRECTORS MEETING MINUTES

April 19th, 2018 | 11:00am – 1:00pm
Launch Pad

MEMBERS PRESENT Kathi Maskell | Selwyn Hicks | Dave Barrett | Savanna Myers | Beth Fischer | Adam Olivero

OTHERS PRESENT April Marshall | James Stocovaz

STAFF PRESENT Emily Morrison | Katherine Blythe | Erin Hopkins

REGRETS Rose Austin

1. Disclosure of Pecuniary Interest
Nil.

2. Approval of Previous Minutes — March 15th, 2018
MOVED BY DAVE BARRETT / SECONDED BY SAVANNA MYERS

CARRIED.

3. Business Arising from Previous Minutes
Adam Olivero spoke about item #7 in previous minutes; the investment video is being played not only on Wightman TV, but Eastlink is also playing the video as well as Rogers in Kincardine. Unsure of whether Rogers in Owen Sound is running it.

Selwyn Hicks mentioned that the date for the Grey Bruce Drug Strategy meeting is being moved to sometime in June. The date is still undetermined, but the time of 7-9pm and location of the Saugeen Room at the Hanover Library, are still definite.

4. Financial Update
Emily Morrison produced the financial reports for March ending. There were no questions.
MOVED BY ADAM OLIVERO / SECONDED BY BETH FISCHER.

CARRIED.

Emily and Kathi are in discussion with another company in Hanover, wishing to partner with Launch Pad.

Received notice that The Canada 150 Grant for Infrastructure, Launch Pad will now receive 50% of expenses instead of original 33%.

The YMCA is helping with new hires of Launch Pad.

Emily is waiting to hear back from the Canada Summer Job Grant.

There is a potential sponsor coming for a tour in May.

Also, on May 8th Launch Pad is hosting the Hanover Chamber of Commerce luncheon for Grey County to announce The Business Enterprise Centre is coming to Hanover every other week and renting space from Launch Pad.

5. Staffing Update – Programs Manager Hire, Erin Hopkins

Emily Morrison introduced Erin Hopkins as Launch Pad's new Programs Manager. Erin is graduating from the University of Waterloo with a Bachelor of Arts in Social Development Studies. She has a long history of volunteer work in Hanover and has volunteered at Launch Pad several years ago. Having worked at Kamp Kummoniwannago, she said it's great to see youth that she knew when they were much younger, now in their teens.

6. Programming Update

Emily Morrison discussed the first day of programming, which was April 10th.

In most of our Spring Programs we are running at/over 100% capacity.

Our 'Taste of Farming' program is being reviewed and refreshed and will hopefully run again in the future here at Launch Pad. We've talked to the instructor about making raised garden beds with rain barrels in the back-parking lot; she was on board with this. Also, the making of the raised beds created another idea for a program where we would have a construction program, and the youth would make them here.

In the intermediate welding program, the instructor is having the youth create a table for the welding room to be used for future programs. There is a partnership forming between Launch Pad and JC Welding.

April Marshall brought up the idea of having the welding programs have the youth make art to display at Heritage Square. This idea was well received by all, and many board members knew someone who could help us out with this.

Launch Pad is making a first step in our entrepreneurial programming. We will have a vendors market at Hanover Eat Well Farmers Market where items created by youth at the Launch Pad center will be sold every Saturday morning from 9am to 1pm, June 2nd to October 27th.

7. Transportation Project Update

Katherine Blythe and Emily Morrison have been in partnered project with Saugeen Economic Development Corporation. The Transportation Pilot Project has been funded by SEDC. Launch Pad has 14 youth using the transportation, who are enrolled in 22 programs. In the first week many lessons were learned and reviewed for implementation.

The transportation is working great for the Spring Programs, considering how it might be transitioned for the Summer Day Camps.

8. AGM Update

4:30-5pm will be the business aspect

5-6pm will be when people can tour the facility, and social time

6pm will be the start to an assortment of events taking place:

- Launch Pad has been granted a free spot at the local Farmers Market this summer and

will be using the AGM as a time to showcase a sneak peak of what our farmers market venue will hold this summer.

- There will be a cookie battle between Sage Martin, a youth and entrepreneur, and Chef Paul, the instructor of our one cooking program.
- Acknowledgements to donors along with plaques.

9. Policy Update

All minutes will be approved by the board before being shared and published.

10. New Business

Nil.

11. Next Meeting – May 17th, 2018

12. Adjournment

Moved by James Stocovaz.

Board Chair, Kathi Maskell

Board Secretary, Savanna Myers

STAFF REPORT April 19th, 2018

GOAL	ACTIVITIES
<p>YOUTH ENGAGEMENT: To encourage and empower youth as intentional partners, stakeholders, problem solvers, and change agents in our community</p>	<ul style="list-style-type: none"> • Include Youth in Exceldor Photo Opportunity • Helped Sage map out growing his Cookie Business •
<p>PROGRAMMING – SKILLS TRAINING: To create a wide range of developmental opportunities that address the interests of the youth and to connect with employers and local industry professionals to identify skills gap and establish new partnerships for skill building initiatives.</p>	<ul style="list-style-type: none"> • Spring Programs started April 10th • Transportation Initiative started to support Spring Programs • Continue to grow Summer Programs
<p>COMMUNICATION: To develop a communication strategy where the message is consistent, but tailored, to the various stakeholders, and the Launch Pad brand is incorporated in all the marketing materials</p>	<ul style="list-style-type: none"> • Exceldor Announcement made it on the Radio • Transportation Announcement made it on the radio • 30 minute segment on Bluewater Radio • Lucknow Newspaper picked up New ED Story • SEDC Sponsored flyer newspaper insert for Walkerton, Chesley, Durham a huge success • Social Media Interactions have picked up since transportation announcement • Investment Video is on Wightman and Rogers TV • Have attended many community organization networking meetings • Met with owner of Progressive Results Group and he is willing to help us build a marketing plan and offer staff support in exchange for partnership recognition • Met with VPs at JDSS and WDCS
<p>SUSTAINABILITY: To develop a comprehensive financial plan that the Board can monitor on a quarterly basis where 75% of annual budget comes from partners and 25% comes from other sources of revenue (program registration, rentals, grants, etc.)</p>	<ul style="list-style-type: none"> • Long term kitchen rental agreement in the works. • Long term rental agreement for bi-weekly Monday office space in the works. • Attended Spring Grant Fair Session in Owen Sound • Attended OTF Grow Grant session in Walkerton

BOARD GOVERNANCE: To create a Board governance structure which develops the relevant policies, committee structure and planning process, and makes decisions that support the mission and move Launch Pad towards its vision.

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