

**CV Coalition to End Homelessness  
Meeting Minutes  
January 6, 2016**

**Facilitators:** Betty Tate (Comox Valley Network of Association of Registered Nurses of BC) and Elizabeth Shannon (CV Social Planning Society and Lush Valley Food Action Society)

**Recorder:** Alexandra Sears (Coordinator)

**Present:** Roger Kishi (Wachiay), Hugh MacKinnon (Town of Comox), Richard Clarke (Dawn to Dawn), Heather Ney (Comox Valley Transition Society), Helen Boyd (Comox Bay Care Society Care-A-Van), Cynthia Zirkwitz (Seventh Day Adventist Church), Jonathan Kerr (Family Physician), Ian Cooper (Cumberland Committee for Affordable Housing), Joyce Wilson (St George's United Church), Chris Goble (VIHA Mental Health and Substance Outreach), Sarah Sullivan (AIDS Vancouver Island)

**Regrets:** Vicki Luckman (John Howard Society of North Island), Bob Wells (City of Courtenay), Georgette Whitehead (Comox Valley Division of Family Practice), Bob Scales (Lion's Club), Brent Hobden (Salvation Army), Barbara Marych (St Joseph's Hospital), Jeff Townsend (Dawn to Dawn), Tracy Russell (Comox Valley Family Services), Olivia Sargeant (private citizen)

1. Comox Valley Regional District (CVRD) update
  - a. CVRD Board unanimously adopted 'Homelessness Supports Service Establishment Bylaw' at Dec 15 meeting. Coalition Leadership Team will be meeting with CVRD in January.
  
2. Team Updates:
  - a. Funding & Fundraising Team Survey Results
    - i. 20 responses, evenly distributed across members, advisors, community members
    - ii. The coalition should help member organizations advertise their fundraising initiatives (45%); There should be NO role in fundraising (25%); Coalition should do 1 or 2 events per year (25%); Coalition should take a LEAD in fundraising (5%)
    - iii. Discussion about how to fund the Coordinator position; agreement not to pursue a fundraising event at this time.
    - iv. Discussion about adding donations to the CVRD pool
    - v. The Coalition should identify funding required and likely sources of funding for upcoming projects in the 5 year plan (75%); The Coalition should have NO role in grant writing (15%); The Coalition should LEAD in applying for grants (5%)

vi. Review, changes, and approval of Funding & Fundraising  
Terms of Reference

3. Upcoming: Coalition Terms of Reference Review
4. Doodle Poll Results: Coalition meeting times
  - a. Wed 12-1pm confirmed as best meeting time for everyone
  - b. Discussion about whether to rotate between Monday and Wednesday meetings to accommodate more members; decision to meet first Wednesdays of the month for consistency.
5. Feedback/comments/announcements from members
  - a. Coldest Night of the Year Event: Saturday February 20, 4pm – 7pm; 2km, 5km, 10km walk options; begins and ends at St George's United Church. Fundraiser for Comox Valley Transition Society and Dawn to Dawn Action on Homelessness.
  - b. CV NDP "A Home for Everyone" community discussion Jan 14, 7pm; Creekside Commons
6. Next meeting: Wednesday February 3, 12-1pm