

Brain Injury Association of Windsor and Essex County

M: BoINUTESard of Directors Meeting

Wednesday, June 25, 2025 6:00 p.m.

Location: ALSO

Board Members: Deborah Boose, Alex Carson (Chair), Danielle Ferri, Lauren Fields, Ann Marie Keough, Joanne King (Treasurer), Allison Kivisto, Marcus Niessen, Rachel Olsen (E.D.), Theresa Wunder (Vice-Chair)

1. **Call to Order** Alex Carson (**Time: 6:00pm**)
2. **Declaration of Conflict of Interest:** None
3. **Agenda**
 - a. **Motion:** to approve the agenda with changes. Add New Board Secretary as item 8 and St. Clair marketing opportunity as item 9. Moved by Joanne. Seconded by Debbie. Passed.
4. **Minutes** dated May 27, 2025
 - a. **Motion:** to approve the minutes from the May meeting. Moved by Lauren. Seconded by Ann Marie. Passed.
5. **Reports**
 - a) Executive Director – refer to report Rachel
 - b) Financial Report - refer to report Joanne
 - c) Education and Conference Committee – refer to report Theresa
 - discussed potential Caregiver Workshop as per suggested by Debbie Boose. Rachel offered to spearhead this project. Discussed providing resource page of caregiver support programs, resource options within the city.
 - i. Helmets for Kids – Rachel – did events at five schools, have three more events booked. Placed another order for helmets today.
 - ii. Pediatric Program – Rachel/Lauren - changed branding to Youth ABI program. Got our first client at the June meeting.
 - iii. Seniors Program – Lauren - the second session is booked for this June 27 at Huron Lodge, doing multi-sensory therapy.
 - b. **Motion:** to approve all reports. Moved by Debbie. Seconded by Marcus. Passed.
6. **Fundraising Activities** Board
 - a. Kingsville Golf Tournament – we have four teams registered and two sponsors. Rachel is working closely with Stuart Galloway and Luis Mendez on this event. Rachel will follow up with Stuart about doing more promotion. Joanne has sponsors she will reach out to.

- b. Grant Writing - Theresa has been communicating with Jeff Chartier. We applied for the Bell Let's Talk grant. Jeff is looking into grants for an office space.
- c. Bingo Revenue – we make about \$3000 per month. Joanne

7. **Business Arising** (*from May Minutes*)

- a. **Skills for the Journey** – program was very successful. Toni-Marie will send us summary of what was discussed after each group. Discussed reducing the time of the program from two hours to one hour as clients started to drop off after an hour due to the high level of information shared.
 - b. **Social Events for Clients** - Rachel will follow up in September
 - c. **Review of Policy documents** – will be done by Joanne, Marcus, and Theresa. They will meet in July. Rachel to contact OBIA about policy manual.
 - d. **New Board Applications** - Marcus and Joanne interviewed Pam McCurdy and Krystal Decker. **MOTION:** To approve Pam McCurdy, Krystal Decker, and Dominic Damas as new board members. Moved by Joanne. Seconded by Marcus. Passed.
 - e. **New programs** - Update
Guided Stretching, Writer's Craft, Day Time Art Class
- Stretching led by Christine Paris, Writer's Craft by Taunia Mathias, Day Time Art Class being run by Lisa Gaspar. Art workshop is currently running, Stretching and Writer's Craft will begin in September.
 - f. **Office Space for BIAWE:** Theresa has put out feelers with Luis Mendez for this and is discussing with Jeff Chartier.
8. **New Board Secretary** – Lauren Fields. Allison Kivisto will be a backup. **MOTION:** To approve Lauren Fields as Secretary. Moved by Marcus. Seconded by Debbie. Passed.
9. **St. Clair Marketing Opportunity-** Theresa met Nicole Rourke and Veronica Barris at TD Philanthropy talk. Alex, Rachel and Theresa will be meeting with them on June 26 to propose marketing project with St. Clair students to help promote BIAWE.
10. **New Business**
Doane Grant Thornton Financial Report. **MOTION:** To approve the compiled financial information for the year ending December 31, 2024 prepared by Doane Grant Thornton. Moved by Marcus. Seconded by Joanne. Passed.

Adjournment: Alex (**Time:6:45pm**)

Next meeting: September 23, 2025- 6:00pm-ALSO