

Brain Injury Association of Windsor and Essex County

Board of Directors Meeting

Minutes, Tuesday, May 27, 2025, 6:00 p.m.

Board Members

Deborah Boose

Danielle Ferri

Joanne King

Rachel Olsen (E.D.)

Those in attendance are underlined

Alex Carson

Lauren Fields

Allison Kivisto

Theresa Wunder

Suzanne De Froy

Ann Marie Keough

Marcus Niessen

1. **Call to Order** 6:07 p.m. Joanne King
2. **Declaration of Conflict of Interest** None
3. **Agenda**
 - Request made for additions**
 - a) Elect the Officers of the Board
 - b) Fundraising Activities – Yesterday and Today Car Show Event
 - c) New Business – BIAWE Office Space

Motion: to approve the agenda as amended Joanne /Lauren Approved

 - a) Prioritized the Election of the Officers of the Board effective May 27, 2025
 - Chairperson** Alex Carson
 - Past Chairperson** Joanne King
 - Vice Chairperson** Theresa Wunder
 - Secretary** Suzanne De Froy
 - Treasurer** Joanne King

Motion: to approve elected officers Marcus/Debbie Approved

 - Joanne passed the leadership for the rest of the meeting to Alex
 - Gratitude expressed for Joanne King's leadership
4. i) **Minutes** dated April 22, 2025

Motion: to approve Lauren/Theresa Approved

 - ii) **AGM Minutes and Overview of 2024-2025 Activities** dated May 5, 2025

Motion: to approve Debbie/Marcus Approved
5. **Reports**
 - a) **Executive Director** Rachel

Weekly reports for April sent by email and attached to the agenda

Discussion: There were no questions raised

b) **Financial Report**

Joanne

Discussion: Book-keeper position in transition

- Update to be provided at June's meeting

c) **Education and Conference Committee**

Theresa

- i) Education Committee Minutes dated May 12th by Zoom – Refer to attachment

- ii) Education & Awareness Activities – Refer to handout - to be emailed

Deferred: to June meeting for further discussion

- iii) Education Conference – Refer handout - to be emailed
Ideas Generated at meeting attended by Rachel, Alex, Krystal, Patricia, and Theresa.

Discussion: Date and consider a panel presentation format

Deferred: to June meeting for further discussion

Motion: to accept all reports Ann Marie/Marcus Approved

6. **Fundraising Activities**

Board

i) **Yesterday and Today Car Show**

Rachel

Held **May 18th** Event launched by Danielle Ferri

- Pictures posted to website
- Presentation of \$9,000.00 donation and the club made an announcement that BIAWE are the benefactors for 2026
- BIAWE expressed gratitude to the organization with a framed letter
- Gratitude expressed to Danielle and her team

Action: We will be working with Aleksander Wineries so we will need Smart Serves

Discussion

- Ideas include how to better improve awareness of our presence – QR code?
- Can we somehow promote the Golf event – Save the date?
- Location of our table?

ii) **Kingsville Golf Tournament**

Rachel and Theresa

To be held **Sept 18th** organized by volunteers Stuart and Luis who are working closely with Rachel

- Book flyer already done by Mary Ellen Foto
- Price \$185.00 – Limit of 120 players

iii) **Grant Writing**

Rachel

Rachel is working with consultant Jeff Chartier

- 2024 New Horizons for Seniors grant - Final report submitted in March
- Jeff wants to apply for one grant a month – His fee worked into grant amount

iv) **Keys of Hope**

Rachel

Theresa approached them re potential fundraising opportunity in January.
Spoke with Caren Green and Rob Agnew. Nothing new to report

v) **Donate Your Car**

Rachel

Fundraiser opportunity raised by Marcus - We are registered as an option when people want to donate their car. Nothing new to report

vi) **Educational Conference**

Rachel

Approximately \$26,000.00 net raised - More details to follow

- Gratitude expressed to Theresa for the exceptional effort considering the short time frame between conferences to organize this event

vii) **Bingo Revenue** – All Star Bingo Hall

Joanne

Approximately \$36,000 a year is generated

- Email Correspondence: sent to Theresa by Co-ordinator Carol Basily who requested ideas to improve volunteer attendance – Debbie Boose is a regular volunteer who agreed this is a need for the board to consider

Deferred: to June meeting – suggestion was a payment in form of a gift card \$25.00

6. **BIAWE Programs**

a) **Helmets for Kids**

Rachel

Update on ordering helmets

- Ordered 108 helmets medium and small – received grant money to fund
- **Four distribution dates already set up** - working with school boards, Greg Monforton's office, OTLA, Windsor Police Service at Camp Brombal

b) **Seniors Program**

Lauren and Rune

First session held **May 9th** at Extendicare

- Went well and asked to come back, mindfulness and meditation
- 11 residents participated – Next in **June** at Huron Lodge Multi-sensory therapy
- Numerous requests including SouthWest Ontario Aboriginal Health Access Centre – SOAHAC
- Presently funded by New Horizon's for Senior's Grant
- Expansion Opportunities
 - Expand into retirement homes, suggestion made to approach 'Life after 50'

c) **Pediatric Program**

Rachel

- Excellent effort by social workers
- Low attendance so outreach and promotion occurring

Action: Ask contacts at McGivney Centre, Solcz Foundation, and Jeff Chartier who has already suggested providing online videos

d) **STAR Program**

Rachel

BIAWE initiative as an educational program for elementary students

- Funded by Solcz Foundation ties in with Helmets for Kids

e) **Other** – Refer *2025 AGM Overview of Activities* Item #6

- Music Program – Costs us \$100.00 a month attended by 3 people who love it
- Art Class – Costs us \$100 with 15 people regularly attending

7. **Business Arising from April Minutes**

a) **Group Therapy/Psychological Presentation for Clients:**

‘Skills for the Journey’ – An initiative raised by Ann Marie and Theresa

New Information: being held on Monday **June 9th** 2 pm by zoom

To be led by Toni-Marie Taylor, an OT and Therapist. This will be a 2-hour group. Designed to help our clients learn different coping strategies and tips to deal with TBI and ABI – If clients have extended coverage this will help reduce BAIWE costs

Action: Rachel asked to investigate grant possibilities

b) **Social Events for Clients:**

i) Separate event – possibility to hold at the Scottish Club

Action: Rachel asked to speak to Coffee Chat group suggest scheduling at lunch time

ii) Picnic - **July 6th** – 1:00 at Optimist Park – Rebeca Robinet organizing

c) **Butterfly Lane during Art in the Park: June 7th & 8th**

Possibility to promote/sell/display art and display masks

Charities not permitted to have booth at Art in the Park, need a permit

Deferred: to consider in 2026

d) **Meet the Board Night: June 25th**

To be held after the board meeting at ALSO – 7:00 p.m.

Action: Board members to provide Rachel a fun fact about themselves

e) **Qualifications for New Members**

Change in policy brought forward at the Annual Meeting in *Overview of Activities*

- General agreement not to be reviewed at this time

f) **Review of Policy documents**

Ad-hoc committee formed with Joanne, Theresa, Suzanne, and Marcus

8. **New Business**

Rachel

a) **WFCU Signing Authority** – adding and removing

- Adding Theresa Wunder as a signing authority

Motion: to approve WFCU bank signing authorities to be Alex Carson [Board Chair], Theresa Wunder [Vice Chair], Joanne King [Treasurer], Rachel Olsen [Executive Director] with any two board members signing cheques. Sara Pender to be removed. Debbie/Marcus Approved

b) **New Board Applications:** Krystal Decker and Dominic Damas and Pam McCurdy

Motion: Marcus and Joanne to interview these three applicants

Allison/Theresa Approved

c) **Board meeting dates:**

- To continue as the fourth Tuesday of the month

Action: Rachel to contact ALSO to use their facilities

(d) **New programs:**

i) Guided Stretching - led by Christine Paris who does the art class

ii) Writer's Craft – journaling opportunity

iii) Day time Art Class – to be led by Lisa Gaspar

Motion: to implement these three new programs with additional details to follow

Debbie/Lauren Approved

e) **Office Space for BIAWE:** Theresa

- Refer to handout '*Ideas for BIAWE Premises May 23, 2025*'

Deferred

9. **Motion:** to adjourn: Debbie/Lauren Approved

Time: 8:25 pm

10. **Date of next meeting:** Wednesday, June 25, 2025

ALSO

Attachments:

2025-04-22 – Board Minutes

2025-05-05 - AGM – Minutes

2025-05-05 - AGM – Overview of Activities

2025-05-12 Education Minutes

April ED Reports

Board application of Krystal Decker
Board application of Dominic Damas
Board application of Pamela McCurdy