



NEWSLETTER

July 15, 2020

What a Summer!



Here is what's happening!

Covid-19 has upended plans and created a new normal for all of us. For our mentors and youth, it has meant redefining relationships and learning new ways of remaining connected in meaningful and productive ways. The ongoing closure has been difficult, but has given us time to work on some construction and maintenance projects here at the Campbell House. It has allowed time to orient, evaluate and get working on a number of administrative tasks here in the office. The down time has also allowed for a thorough review of the grant schedule and progress is being made on the development of our first Dashboard here at CoF.

Programming Continues...

Programming continues to be offered in the virtual format of Zoom and as of July 1 also in person, through small group activities, in the Yard. Developing support and interest by both our mentors and mentees to participate in face-to-face activities has been a challenge. With many mentors and families not comfortable with the in-person model as of yet, our virtual presence will remain necessary. Kellie has been in contact with all our families and mentors and is keeping close tabs on the pulse of our mentors and youth. On July 1st, crafting was offered but with zero interest in enrollment ended up being cancelled. Kellie took a much needed refresh and reset week last week and has returned to hit the ground running with both Art and STEM offerings this week. While many camps are closed this summer, Kellie has been busy assisting our youth and their families to enroll in an array of day camps and programs offered by SPRD this summer. Along with a SPRD scholarship, Circle of Friends is paying \$175 towards the cost of these programs for any of our youth with an interest.

Construction Update...

The holiday weekend proved to be a bit of a slow down in the construction and remodeling happening here at the Campbell House, but a number of tasks were still completed. Debbie was able to submit the permit application to the city for our signs. We now wait for approval. Once approval is received, our signs can be made and hung on the building. Marti and Alan have continued to work on and maintain our Yard here at the Campbell House and we appreciate all their time and dedication to keeping the space beautiful. Chuck and Debbie also generously donated their time and materials to build-in a desk in one of our dormers in the upstairs office. This gives Karen a little more room to stretch out and work more efficiently in the small footprint of the upstairs office space. Thank you again Chuck and Debbie for that much needed addition to our office.

Administrative Tasks...

The month of June and the first two weeks of July have been filled with administrative tasks here at the office. We've been working on cleaning up a number of files, both hard copy and electronic. We have had a computer specialist in twice to work on our in office file sharing hardware and software and the older router went out the first week of July, so it had to be replaced. Job descriptions were updated to include consistency of titles and duties, while Karen, Kellie, Debbie and I met to discuss the accuracy of the descriptions and make any necessary changes. An evaluation form was updated and Debbie was instrumental in assisting with getting current evaluations on file for both Karen and Kellie.

Fundraising Activities...

The first two weeks of July have seen a bit of a slow down in individual donations over what we saw in the month of June, but progress is being made on creating a fund development plan. Individual meetings with donors have continued and a considerable amount of time has been spent on research, gathering information, creating a spreadsheet of grantors, due dates and historical information to be shared with our fund development committee in the near future. A basic framework is in the process of being created so our fund development committee will have a solid foundation, rooted in historically successful practices and strategies, on which to build our plan.

Board Notes...

This section will be used to include a wide selection of information from the Circle of Friends current board policy, board training, articles or other relevant information on board operations...

While we all know it's important to have roles and responsibilities well defined and mutually agreed upon to increase efficiency and productivity in any organization, we must also consider the impact of trust and relationships built within those roles. Learning the history of Circle of Friends, board and employee relations, as well as a timeline of historical events here has helped me to better understand where CoF has been, where we are now, and where we would like to go in the future. A lot of time and attention will be dedicated to us working together to better define each of our roles and duties within the organization, but for now I would like for us to first focus on building trust with one another.

We have a wonderful and experienced board of directors. Each of you dedicates your time, energy, talents, passion, financial commitment and more towards ensuring the children we serve at Circle of Friends are loved, cared about, nurtured and guided to reach their full potential. Maintaining and growing relationships between board members is an important part of our success here. So while I'm building trust and relationships with you all, I would also encourage you all to continue to build and expand your relationships with each other. This is particularly important during times of uncertainty such as we are currently experiencing with onset of the novel coronavirus and the current social movement. So I would like to extend an invitation to each of you to reflect on what brought you to the board for Circle of Friends in the first place, how you can better build a relationship with someone on the board who you may not be as familiar with or close to, and in what way you would be willing to do the intentional work of building deeper relationships among each other here in the Circle of Friends family. I leave you with an article to provoke some thought and hopefully encourage each of you to continue to learn and grow together in trust.

<http://www.governinggood.ca/kindling-board-trust/>