



Fair Haven Homes Society
FAMILY COUNCIL – Special Meeting
6:15 p.m. - Thursday, Feb 9, 2023
 via [ZOOM](#)

MINUTES

Attendees: Angela Lee, Carol Ji, Hamid Fakhi, Janet Hirtle, Lawrence Lau, Rebecca Reichert, Reena Taviss, Shelley Rintoul, Shirley Lee, Susan Schuurman, Susanna Ma

Guest: Lisa Dawson, Vancouver Coastal Association for Family Councils
Chair: Shirley Lee

Staff Liaison: Anne Shatkin
Recorder: Anne Shatkin

Item	Action	Name	Comments
1. Call to Order & Welcome	Introduced guest Lisa Dawson and Shirley Lee as Acting Chair	Anne S.	Opened at 6:15 pm
2. Introductory Remarks: Rationale for re-establishing family council	Explained the point of the meeting	Chair	To refresh and revitalize family council, make the shift to being self-led, elect an executive, and set goals.
3. Presentation: Family Councils: Rationale & Benefits	Presentation	Lisa Dawson	Outlined what a family council is and the direction family council could grow in the area of advocacy and providing support for other families.
4. Review Governance Documents, focusing on: <ul style="list-style-type: none"> • Who We Are • Our Mission • Our Values • Our Purpose & Goals • Code of Conduct Agreement 	Reviewed the terms of reference and governing principles for FC.	Chair	The council executive will finalize the document.
5. Review FC Leadership roles (Executive) in Terms of Reference: Chair, Co-Chair & Secretary & main responsibilities a. Discussion / Questions	Overview Discuss	Lisa Dawson All	Lisa encouraged everyone to be inspired to take on a role and participate in Family Council. Engagement can include participating in surveys, acting on committee, participating in projects, being part of a task force - great value in having feedback prior and post-implementation
6. Call for Volunteers to Exec positions		Lisa & Chair	Susan Schuurman volunteered to join Executive as Co-Chair

We acknowledge that we live, work and play on the ancestral, traditional and unceded territory of the Qayqayt First Nation, and all Coast Salish Peoples including the Musqueam, Squamish and Tsleil-Waututh First Nations.

<p>7. Motion to vote to :</p> <p>a. Support a self-led independent FHFC</p> <p>b. Accept Terms of Reference in Governance Principles document & Code of Conduct</p>	<p>Vote by members present</p> <p>Motion CARRIED</p>	<p>Shirley</p> <p>All</p>	<p>Members voted to establish & ACCEPT the FH Family Council as a self-governed entity.</p> <p>Terms of Reference in Governance Principles also ACCEPTED</p>
<p>8. Next Steps:</p> <ul style="list-style-type: none"> To elect the governing group. 	<p>Discussion</p>	<p>All</p>	<p>Lisa outlined the key roles on the executive - chair, vice-chair or co-chair, and secretary - and main responsibilities.</p> <p>Executives can be interim positions for the time being until formal election can be organized.</p>
<p>9. Other Business:</p> <p>a. Family Council new email</p> <p>b. Feedback re: format & frequency of future FC meetings & communication platform preferences</p>	<p>New email address created for FHFC</p> <p>Create & distribute survey</p>	<p>Chair</p> <p>Anne S.</p>	<p>Use fairhavenlfc.fc@gmail.com to communicate with Chair and FC executive</p> <p>Survey to see starting in-person meetings again and platform for communication (e.g., Facebook group, WhatsApp, etc.).</p>
<p>10. Additional Resources</p>		<p>Anne S.</p>	<p>Additional Fair Haven family council resources available at</p> <ul style="list-style-type: none"> https://fairhaven.bc.ca/family-council/ https://fairhaven.bc.ca/family-council-minutes-and-resources/
<p>10. Next Meeting</p>			<p>Thursday, Feb 28, 2023</p>
<p>11. Adjourned</p>			<p>Adjourned 7:20 pm.</p>

Meeting Principles

1. Speak openly. We value all contributions.
2. Respect confidentiality at meetings – any personal information is not discussed outside of meetings.
3. Focus on improving quality of life for all residents.
4. Focus on the future.
5. Try to present possible solutions when identifying an issue
6. Assume the best in one another and trust each other.
7. Work towards progress and strive to improve.
8. Ask questions to understand.
9. Respect everyone's point of view and accept differences of opinion.
10. Be respectful in your communication.