



FEBRUARY 12TH MONTHLY GENERAL MEETING

231 Fort York Boulevard – Media Room

Prior Registration Required – info@projectcomfort.ca

7:00 PM – Opening Remarks

7:05 PM – Events Committee Updates

Following events suggestions will be tabled for discussion at the meeting.

Community Barbeque (late spring / summer held at central location or area respite center).

Care Package Afternoon - Volunteer day to create hygiene packages (purses / youth back packs).

Music at the Bentway - event giving the stage to local musicians (including respite centre residents)

Events at Respite Centres – where requested by operators with advance notice Project Comfort will assist in putting on events such as Trivia night.

Currently there are no dates determined for these events. In order to put on an event we need **volunteers** to assist in organizing and putting together specific events. Organizers of a specific event will meet adhoc and provide an update on the time needed to put the event together.

7: 20 - Donations

Volunteers are needed to assist in various aspects of donation projects.

Discuss canvassing and local condo managers/ boards to allow donation bins in their buildings either temporary or permanent. **Volunteers** needed to reach out to property managers and boards if we agree to move forward.

Volunteers are also needed to pick up and deliver donated items from condo buildings to local respite centres. This has been a source of contention in some locations (over flowing of donation bins) as we could not manage the unexpected success. Discussion on how best to organize volunteers to manage the process.

In February Project Comfort will pilot the strategy of seeking specific donation items in 2-3 condo buildings. One building may be tooth paste, another building generic shampoo and the other building a

third item. Discussion needs to focus on how best to get the message out while not inundating social media etc.

7:35 – Communications

Project Comfort, along with St Felix Centre has started an exercise of meeting directly with Property Managers in Liberty Village. The exercise involves 3-5 minutes of their time where we are seeking their permission to post a monthly one page update in their mail room/communication board.

The objective here is to keep all residents, especially those that may not rely on social media, to be kept apprised of Project Comfort activities as well as any information pertaining to local respite centres.

We anticipate doing this with Home's First and Fred Victor in the near future.

Need **volunteers** to assist with the monthly news letter.

7:50 – Volunteer

We will be sending out an email to all registered volunteers asking them to confirm their continued interest in supporting project comfort.

It is possible that some individuals initially provided their email address to keep apprised of PC activity. To address this the email will also offer individuals the opportunity to opt out of volunteer emails but receive a monthly news letter.

The objective for February is to align volunteers into one or more categories based on their preferred interest. The three categories for volunteer assistance is helping with logistics, events and/or donations.

8:05 -8:20 Fred Victor / Homes First / St Felix – opportunity to provide any updates, comments and suggestions.

Specifically we would ask if possible to provide an update on the status of the Fort York site scheduled to be completed in April.