

**PPCII meeting
January 12th, 2012, 1 – 3 pm
Peterborough Public Library Auditorium,**

Agenda

1. Welcome and introductions around the table
(Suggested time: 5 min)
2. Review of Agenda
(Suggested time 5 min)
3. Review of the minutes of the Nov10th, 2011 PPCII meeting
(The meeting package will not include a hard copy of the report, you got them via email)
(Suggested time 3 min)
4. Presentation on Language Instruction for Newcomers (LINC) program—*Debby Keating, Fleming College.*
(Suggested time 20 min)
5. Committee Reports:
 - a. Marketing Committee (MC) report –*Jean Giroux*
(Suggested time: 3 min)
 - b. Integration Strategy Committee (ISC) report –*Debbie Harrison*
(Suggested time: 3 min)
 - c. Training and Capacity Building Committee (TCBC)
(Suggested time 3 min)
 - d. Executive Committee (EC) – *Jenn Harrington*
(Suggested time: 3 min)
 - e. Resource Development Committee (RDC) – *Carmela Valles*
Discussion of proposed membership plan structure
(Suggested time 20 min)
6. Recruitment of New Committee Members and Chairs – *Jason Stabler*
(Suggested time 15 min)
7. Report from the Treasurer – *Amanda Dibbits*
(Suggested time 5 min)
8. Budget Negotiation Update – *Hajni Hos*
(Suggested time 5 min)
9. Strategic Planning Session Preview—*Jason Stabler, Todd Barr*
(Suggested time 10 min)
10. Other business
(Suggested time: 20 min)
 - a. Nov 15th Newcomer Advisory Group meeting cancelled

Note: Written Committee Reports will no longer be provided as part of the meeting package : Please refer to the PPCII website for the minutes from each of the committee and review before each meeting. A brief oral summary of the minutes will be provided by committee chairs at each PPCII meeting.

Treasurer's report for PPCII Meeting on January 12th, 2012
Submitted by: Amanda Dibbits
Fiscal Year 2011-2012 (April 1, 2011 – March 31, 2012)
as it stands on December 31st, 2011

Revenues:

Funder	Amount	Notes
Citizenship and Immigration Canada	200,547	Member organizations also contribute space and equipment and expertise as needed
Total	200,547	

Expenditures:

Responsible for expenditures		Expenditures in Dec 2011	TOTAL Expenditures	TOTAL Remaining	Total budget for fiscal year
New Canadians Centre	Administrative costs*	3,962	33,757	13,446	47,203
	TOTAL - Administrative	3,962	33,757	13,446	47,203
	Salaries and Benefits (Coordinator, Outreach Coordinator, Research and Implementation Specialist)	8,941	69,574	36,263	105,837
	Office supplies and photocopies, Equipment Lease	934	3,050	4,444	7,494
	Staff Travel	56	352	152	504
New Canadians Centre	Professional development	0	405	495	900
Integration Strategy Committee	Implementation of Integration Strategy	0	150	6,850	7,000
Training and Capacity Building Committee	Symposium or Conference	7,897	14,206	794	15,000
Marketing Committee	Promotion	0	3,433	1,567	5,000
	Hospitality - Meetings	18	2,641	359	3,000
	Volunteer appreciation	0	847	1,153	2,000
	Member Expenses	20	220	1,280	1,500
Executive Committee	Skills Development (Speaker's Bureau)	0	0	2,000	2,000
	TOTAL- Overhead COSTS	17,866	94,878	55,357	150,234
	Total Eligible GST/HST	325	688	2,422	3,110
	TOTAL	22,153	129,323	71,224	200,547

*NCC Admin Costs: NCC ED and Bookkeeper Salary and Benefits, Telephone Fax and Internet, Audit fees, Insurance, Office Maintenance, Office Rental, Tech Support.