

Cranbrook & District Community Foundation
Minutes of the Regular Board Meeting: 6:30 pm, Tuesday April 17, 2012
Christ Church Anglican Church Hall

In attendance: Matt Rose, Sharon Richardson, Bev Bull, Lorraine Frocklage, Lee-Ann Crane, Corinne Friesen, Patti Moore, City Liaison non-voting, Diana J. Scott. Staff, Melba Hanson

Regrets: Neil Cook, Harvey Venier, Wayne Eburne, Allan Redding, Stan Doehle, Carol Murray.

1.0 Introductory Remarks: Lorraine Frocklage chairing, noted we had quorum.

The meeting began at 6:35pm

1.1 Welcome :

1.2 Minutes

Moved by Friesen/seconded by Richardson That the minutes be adopted as circulated, Motion passed.

1.3 Agenda

Moved by Rose/seconded by Crane that the agenda be adopted as presented, Motion passed

2.0 Committee Reports

2.1 Treasurer's report; No report

2.2 Fund Development / Promotions Committee; no report

2.3 Governance: Wayne Eburne: HR policies and procedures, no report

2.4 Grants; 2012 Grant Decisions (Motion Needed) Patti

Moved by Moore/seconded by Friesen That the grants presented at this meeting and recommended by the Grants Committee, (as attached to the minutes in the office), be approved for funding . Motion passed.

2.5 Executive Director's report:

Moved by Richardson/seconded by Moore that the ED report be accepted as circulated.

3.0 Old Business

3.1 Homeless Shelter Neil no report

3.2 JCP- wrap up report was circulated with agenda

3.3 Hiring Progress update:

The Hiring Committee has met, done interviews and reference checks .

Moved by Bull/seconded by Rose that the position be offered to Tracey Amy as recommended by the hiring committee. Motion passed

3.4 Credit Card use: Melba spoke with Margaret Laidlaw of CSCL who says they have a corporate card and as well has policy reimbursement of authorized expenses for staff.

4.0 New Business

4.1 Correspondence

4.1.1 Ronald McDonald House, Noted that this was a Letter of Intent to apply for a grant in next year's cycle.

4.1.2 Chamber of Commerce letter: stated that their appointee to our board is David Struthers.

4.2 Abbotsford CFC meeting May 25/26, ED Boot Camp.

Consensus was that if the hiring was in place and Tracey Amy was available to attend that we send her. This will be dealt with at the May 8th Meeting. Diana stated that Pacific Coastal donated air fare to JCI and perhaps we could get assistance from them.

Moved by Bull/Seconded by Friesen that if she is able to attend and we have funds we should send her. Motion Carried.

4.3 Sunrise Rotary Club re Engine refurbishment.

Melba related a conversation with Allan Davis in which he expressed an interest in the Sunrise Rotary having the Foundation hold funds donated to their project and having us issue charitable receipts for the donations. Melba noted that any funds held must then be given to a charity, further noting that the City and the Canadian Museum of Rail Travel both hold charity status.

4.4 JCP assets,

Melba recommended selling assets from the JCP that are in storage at the new office location as the space would be better rented out. She was asked to give a listing of what there was and circulated it to the board via email encouraging offers.

4.5 AGM June 12 – Nomination Committee:

The consensus was that the entire Board be encouraged to bring forth candidates, for gender balance they should be male. Suggestions made were that we approach the School Board, Canfor, Health Care and the Ministerial Association. It was suggested that we speak to Harvey about the possibility of his son Rob being a director.

Round table:

Sharon Richardson, stated she has resigned as Department Head and will be teaching at COTR, this she mentioned, will free up more time for her

Corrine said she hopes to have a Fund Development Brain-Storming Session at 4:30 on Thursday the 26th. She hopes Neil will be attending.

Diana J Scott said that she has been offered about 100 used laptops from the RCMP to give to charities. Melba noted that if the operating system has been wiped out this may be a huge expense for a charity to purchase a new one.

Bev Bull said she will finish off the hiring stuff.

Patti said she thought the grant committee was fun, but there are so many asks and so little funds. She said the feedback was very good. She mentioned that she has been taking a new media course at the College and found it very interesting.

Lee Ann said she is looking forward to the Fund Development meeting. She moved adjournment at 7:40 pm.

The Next Board meeting is May 8th and the AGM is June 12th.