

Cranbrook & District Community Foundation
Board Meeting November 13, 2012
Regional District of East Kootenay Office

Present: Wayne Eburne, Carol Murray, Lee-Ann Crane, Lorraine Frocklage, Matt Rose, Bev Bull, Corinne Friesen, Patti Moore, Rod McInnes, Diana Scott (City appointee)

Regrets: Dave Struthers, Neil Cook, Sharon Richardson, Katherine Hough, Melba Hanson

Staff: Theresa Bartraw

1. Introductory Remarks 6:30 pm

1.1 Welcome – Wayne welcomed Board members

1.2 Minutes

Motion #1 “That the Minutes of the October 9, 2012 meeting be accepted as circulated.”
Murray/Rose/Carried

1.3 Review and Adoption of Agenda by consensus.

2. Committee Reports

2.1 Treasurer – Rod – Rod is in the process of developing an operations budget and he will have it finalized by next meeting. Rod also proposed that CDCF operate three separate accounts (right now there are two). Rod will also meet with Harvey to get clearer on the budget totals. Rod will have a Jan 1 – Sept 30 Profit & Loss done for next meeting.

2.2 Promotions & Fund Development – Corinne – Corinne reported wanting to move toward a fund development committee meeting once a month. Corinne wanted to confirm membership in the Fund development committee. Current members are: Lorraine, Le-Ann, Matt, Neil, Melba and Corinne.

2.3 Governance – LeAnn as new chair of the Governance committee shared the governance committee’s update. LeAnn reminded everyone that each committee is to review their own section. Questions arose around continuance filing. Suggested that it may be useful to the foundation, but also to other charities in the community to have a workshop on the rules. Theresa will follow up with Community Foundation of Canada to see if such a workshop exists. Theresa will also follow up with the MPs office.

2.4 Grants – Patti – Patti reminded the group of the schedule and process for grant selection. Advertising happens in January with the deadline in February. Grant selection membership includes 4 board members and 3 community members minimum (up to 9). Board members include Matt, Bev, Lorraine and Dave (who recently put forward his name). Patti asked for community members to be brought forward as suggestions. 1-2 community members are needed.

2.5 Executive Director – Discussion about Kim Bater’s presentation (sponsored by CBT) on Oct 23rd. Theresa shared Community Foundation of Canada materials from the workshop (Smart and Caring Communities material, as well as working with financial advisor material). The Proposal to Foundation X has been submitted. This is the proposal for a Fund Developer position

3. Old Business

3.1 Rotary Club – still painting and we are still holding funds for them but not raising funds. This item will remain on the agenda until the matter is closed.

3.2 CBT Training Initiative: see 2.5 above and Executive Director’s report.

3.3 Welcoming Community Initiatives – Melba wrote a support letter for CBAL’s application. Foundation would be responsible for hosting community round tables and promoting Cranbrook as a welcoming community for immigrants. This item was added to agenda because Theresa anticipated knowing the outcome of the application, but the decision yet to be announced.

3.4 Grant application for Fund Developer: see 2.5 and Executive Director’s report

4. New Business

4.1 Correspondence –Letter of thanks was sent to Christ Church Anglican for allowing the Foundation to meet, rent-free, for the past decade.

Round Table

Wayne: Wayne is attending an in camera meeting with the city tomorrow re: the homeless shelter. December 11 is the next meeting. Discussion surrounding location and mixing board meeting with social night afterward. Suggestion made about making a donation to a local charity instead of spending on this event. Consensus reached to not make a donation, but to wait to see about the budget and wait until January to decide about donating.

Corinne – Asked for clarification on the trading account. Wayne shared with Corinne the details from October’s meeting and the presentation from Rob Vanier.

Diana – Commented about the excellent presentation from Community Foundations of Canada and Kim Bater’s presentation. Diana also commented on her observation of the Calgary Herald newspaper and the obituaries section. She shared that there are PSA and ads that can be taken out in the obituaries section about which charities accept donations.

Matt – Commented that he is looking forward to having a look at the budget.

Patti – Commented that changes to minutes from the AGM were needed: she was in attendance. Patti also welcomed Rod.

Motion to adjourn: Friesen/Rose/Carried

Meeting concluded: 7:40 pm

Next meeting: December 11, 2012 at 6:30pm Location to be determined