**Fund Development Coordinator Report**

**December 10, 2013**

1. **Robert Venier - BMO Nesbitt Burns**

* Robert is now and Investment Advisor and Financial Planner with BMO Nesbitt Burns. He has put together a comprehensive information folder for Fund Development Committee Members and Board Members.
* The package included information for setting up of an account with BMO Nesbitt Burns that allows for the Community Foundation to receive securities, GIC, EFT, stocks and bonds. The package also includes information on the Architect Program at BMO Nesbitt Burns. Robert is currently at work with the Vancouver Foundation to have BMO Nesbitt Burns listed with them as an eligible investment firm. BMO Nesbitt Burns has the Architect Program, this program allows for local representation of our funds while remaining with the Vancouver Foundation. Benefits of the Architect program and local representation are: ease of administration, regular investment updates, and comprehensive board presentations.

1. **Elk Valley Outreach**

* The outreach and presentation in Fernie and Sparwood were well received by both Mayors and Councils respectively. Work will continue into the New Year with information on matching grants and community affiliate funds at the forefront. The Fund Development Committee plans to invite both communities’ mayors and council members to the annual grants gala.

1. **Public Awareness Campaign**

* **Black Press: Articles and Inserts.** The four articles that ran this fall in the Daily Townsman were well received and gave a good snap shot of the work of the CDCF. The insert that ran in the November 15th edition of the Kootenay Advertiser had undersold in advertising. This resulted in the insert only being two pages, black and white instead of the full colour insert. Black Press was provided with a list of contacts in the business community that have previously supported the Foundation and the insert. This year’s insert was sold through a telemarketing campaign by the Kootenay Advertiser that did not yield the results that were anticipated. A suggestion from the committee was to bring in other Community Foundations in our region as way to increase ad revenue.
* **Radio Spots:** The work with Jim Pattison Broadcast group continues to garner public attention and feedback from the community. The Fund Development Coordinator collaborated with Rob Niedermayer to produce a spot featuring the Niedermayer Family Fund. The Foundation will continue to run three spots: a general spot, the community initiatives spot and the Niedermayer spot throughout the month of December

1. **Communications**

* Members of the Board and staff attended City Hall November 8th for a photo presentation with Mayor Stetski, Councillors Scott and Cross. The proclamation for November 15th declared that day National Philanthropy Awareness Day in our city. The Fund Development Committee will keep this an annual event with the hopes of expanding its impact over the years.
* Theresa Bartraw and Wayne Eburne presented to Cranbrook Mayor and Council November 4th at their regular meeting. The presentation was meant to highlight the 10th Anniversary, update Mayor and Council and to thank the City of Cranbrook for their ongoing support.

1. **Events and Fundraising Initiatives**

* **Minerals South Conference update: $6000 was raised for CDCF.** We had great volunteer support from CDCF members during the event and were asked to continue a partnership with EKCM for hosting the 2015 conference. A **photo presentation of the donation cheque will take place December 11th, 4:00pm at the East Kootenay Chamber of Mines office – 16 11th Ave South.**
* **Stand-up for Charity:** we are in the process of confirming a venue and formatting a budget for the event. The headliner Patrick Meliha is available for Saturday March 8th. The Fund Development Coordinator will develop a business plan for presentation to the Board for approval at the December meeting of the Board.
* **Santa Claus Parade:** due to low response the CDCF will not be participating in this year’s parade.
* **Community Blankets:** President Eburne attended the FDC meeting and presented the committee with this fundraising venture. President Eburne asked for the Fund Development Committee to consider Community Blankets as a priority for 2014.
* **Giving Fair:** Riley Wilcox, Corinne Friesen, Theresa Bartraw met with Patricia Whalen to discuss collaborating on hosting a Giving Fair in 2014. The Giving Fair is an event open to the public that show cases charitable organizations in the region. This is a means of honouring friends and family with a gift of a charitable donation that fit their values. This collaborative group decided to reconvene in January 2014 to share more ideas and form a plan.
* **Granting Gala Event:** the committee discussed the importance of the event for the CDCF and the need to attract more attendees while remaining true to the purpose of the evening. Some ideas that were put forth are to make it more of a celebration evening with the possibility of formal attire, as well as increasing investor and community participation.
* **Event Chairs:** as the CDCF grows in capacity and community engagement Riley Wilcox did ask the committee to consider having event chairs designated for all community and fund development activities and initiatives. During strategic planning member engagement was listed as a priority. Chairing events is a proactive way for members to contribute their time and talent while keeping their finger on the pulse of the organization.

1. **Setting Priorities for 2014 … and beyond**

* **Prioritizing Fundraising Initiatives and Community Events:**  Setting priorities for the Fund Development Committee is an activity that requires the engagement of the full committee. Riley will set-out a strategy to be reviewed online by the committee. The Fund Development Committee will present their plan to the board of directors for February.

1. **Business Visitations:** Riley and Corinne plan to set out this January to engage businesses and professionals in Fund Development.
2. **Newsletters**

* CDCF staff is working to increase traffic for the newsletter and welcomes your suggestions, feedback and referrals of individuals and businesses to be placed on the contact list.

1. **Meeting** **Frequency**

* Riley Wilcox suggested that as we increase our profile in the community and take part in and host more events – meeting frequency will also need to increase periodically.