

MINUTES

CRANBROOK AND DISTRICT COMMUNITY FOUNDATION

The Regular Meeting of the Cranbrook and District Community Foundation was held Tuesday, November 14, 2014 at 5:30 p.m. in the RDEK Board Room.

PRESENT: President Wayne Eburne
Director Neil Cook
Director Lee-Ann Crane
Director Lorraine Frocklage
Director Dana Osiowy
Director Lori Stevenson
Director Dave Struthers
Director Ron Webb

ABSENT: Director Bev Bull
Director Carol Murray
Director Connor Stewart

IN ATTENDANCE: Councillor Diana J. Scott
Riley Wilcox, Executive Director
Jody Jacob, Fund Development Coordinator

CALL TO ORDER: President Eburne called the meeting to order at 5:30 p.m.

- AGENDA
NOV. 12, 2014
- (1) **ADOPTION OF AGENDA**
Moved by Director Crane and seconded
THAT the Agenda for the November 12, 2014 Regular Monthly Meeting be adopted.
Carried Unanimously.
- REG. MEETING
SEPT. 9, 2014
- (2) **ADOPTION OF MINUTES**
Moved by Director Cook and seconded
THAT the Minutes of the September 9, 2014 Regular Monthly Meeting be adopted.
Carried Unanimously.
- (3) **DELEGATION**
Nil
- (4) **COMMITTEE REPORTS**
- EXECUTIVE
President Eburne introduced and welcomed new Director Ron Webb and newly hired Fund Development Coordinator Ms. Jody Jacob to their first meeting.
President Eburne advised that the Executive Committee has not met but hopes to convene a meeting.
- FINANCIAL
Nil
- GOVERNANCE
Director Crane advised that she hopes to provide additional revised policy and procedures for Board consideration early in the New Year.

GRANTS

Although the Committee has not met, Director Struthers with the Executive Director's assistance, has been working on a revised grant application format, keeping in mind an earlier start for the granting process.

PROMOTIONS AND
FUND DEVELOP.

Nil

NOMINATIONS

Director Cook continues to recruit prospective board members and is expecting to provide resumes for circulation and the Board's consideration.

EXECUTIVE
DIRECTOR

(5) ADMINISTRATIVE UPDATES

Riley Wilcox reviewed her November report and circulated a sign-up sheet for Directors willing and able to volunteer their time at the Alternative Gift Fair to be held Saturday, November 15th.

FUND DEVELOP.
COORDINATOR

Jody Jacob outlined her activities during her first month of employment. She is actively involved with the Stone Soup Challenge and advised that former Director Corinne Friesen is assisting her with this fund raiser to be held late January/early February. The Salvation Army will be partnering on the event.

HOMELESS
SHELTER REPORT

(6) CORRESPONDENCE

Director Cook updated Board members on work that has been completed or underway for the East Kootenay (Cranbrook) Homeless Shelter/Housing Project. Funds being held by the Cranbrook and District Community Foundation will provide payment for pre-development costs.

Both Director Cook and Executive Director Wilcox attend coalition meetings.

FUNDING AGT.

(7) BUSINESS ARISING

President Eburne advised that the funding agreement is now in place retroactive January 1, 2014 to December 31, 2016. Final reporting is due March 31, 2017.

The agreement includes grants of \$25,000 each for Fernie, Sparwood and Elkford should they form their own Foundations. President Eburne advised that Columbia Basin Trust is willing to provide matching grants to all three groups should they be successful in forming a Foundation.

Director Cook suggested that the Vancouver Foundation be contacted to see if they would be interested in providing matching grants. Executive Director Wilcox will contact them.

Moved by Director Cook and seconded

THAT the Cranbrook and District Community Foundation Board of Directors ratify the Funding Agreement with HRJ (Anonymous Donor) for the term January 1, 2014 to December 31, 2016.

Carried Unanimously.

FOUNDATION
ALUMNI

(8) **NEW BUSINESS**

Former Foundation Directors Mary Ann Jenkins and Corinne Friesen are very interested in establishing a Cranbrook and District Community Foundation Alumni and are willing to contact and invite former Directors to join.

Alumni members will be encouraged to participate with current Directors on various projects and fund raising activities.

Moved by Director Webb and seconded

THAT former Board members be invited to join the Cranbrook and District Community Foundation Alumni Committee.

Carried Unanimously.

(9) **ROUND TABLE**

Director Dana Osiowy advised Directors that she will be resigning from the Foundation immediately as she is relocating to Vancouver in January, 2015. President Eburne, although sorry to see Dana leaving, on behalf of the Foundation wished Dana all the best in the future.

Councillor Scott is unsure of her future with the Foundation as the municipal election will decide her City Council future.

Director Cook advised that he and his wife will be donating to the Arts, Culture and Heritage Fund that they established some years ago. This fund is nearing endowment status and Director Cook encouraged others to consider donating to the fund thus preventing the funds going into general revenue.

Director Cook provided a brief overview of the Detroit, Michigan based Empowerment Plan. This group of people who are, or have been homeless, make EMPWR coats that transform into a sleeping bag at night and a bag when they are not in use. Two Cranbrook Union Locals are purchasing jacket/sleeping bag garments to donate to Cranbrook's homeless.

Executive Director Wilcox reminded and encouraged Directors to shop at the Gifts That Give Hope on Saturday.

(10) **ADJOURNMENT**

Moved by Director Cook

THAT the Regular Meeting of November 14, 2014 be adjourned at 6:50 p.m.

ADJOURN

President

Secretary

