

COMMUNITY FUND OF NORTH KOOTENAY LAKE

Board Meeting on Tuesday, February 19, 2019 at 5:15 p.m.

David Stewart's office in the Langham

Present: Honora Cooper, President; Catherine Whitehead Vice President; David Stewart, Past President; Barney Gilmore, Secretary; Aiko Jackson, Treasurer

Regrets: Peter Jonker, Joe Johnston

The meeting was convened: at 5:16 p.m. by Honora

Approval of the Agenda: Moved by Barney. **Approved**

Approval of Minutes of January 29, 2018: Moved by Catherine. **Approved**

REPORTS:

Treasurer's report : Our opening balance from the time of our last Board meeting was \$3,295.64. A payment of \$61.00 was made to Mel B. Services, and three cents interest was earned. Our current balance stands at \$3,234.67. Aiko moved acceptance. **Approved.**

CORRESPONDENCE: Catherine wrote to Tina at Osprey to thank their Board for generously agreeing to make up the 4% withheld from donations made using web-based CanadaHelps, and also for their willingness to help us by issuing charitable receipts for flow-through donations to our Treasure Hunt & Youth Philanthropy funds.

The Board has received an email letter from the Hospice Society with a final report on the spending of their 2018 grant from CFNKLS. They reported an unspent \$300 surplus and suggested an additional use for these funds if we did not need to ask that the surplus be refunded to Osprey. **Barney** was asked to respond with our regrets that policy does require in this case that the surplus be returned.

BUSINESS ARISING FROM THE MINUTES:

Consideration of potential additions to the CFNKLS Board Honora reported that Donna Butt would be willing to join our board after next September if we wished. Aiko suggested we might want to consider Greg Quimby, the new insurance agent working in town at the Western Financial Group office. Mel B. suggested to Honora that Zeb Hansell, the new web designer and IT employee at Pennywise, might be a useful addition to the board. Some advantages of all three of these potential Board members were considered. For our next meeting **Aiko** will see if Greg Q. might be willing to serve at some point, and learn a bit more about his web administration skills. **Honora** will do the same for Zeb Hansell.

2019 Treasure Hunt policies Prior to this meeting Barney circulated to the Board a description of proposed modifications to our next Treasure Hunt. Included in that report were two proposals that should have Board approval. Barney moved that in 2019 we permit the Finder of the Treasure to divide the donation of the Treasure Fund among two or three of the listed charities, if he or she so prefers, as long as every charity receiving any portion of the fund receives at least \$750. **Approved.** Barney also moved that only the registered local charities from last year's Treasure Hunt

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list be asked if they wish to be on the list this year. They need to understand that any change to the description of the work of that charity, and any update of the use to which the Treasure Fund may be put, needs to be in our hands by May 30th. **Approved.**

Policy for considering grant applications in excess of \$4,000 & Grant Approval Process.

Some discussion was held on whether we needed to have a ceiling on the proposed budgets/requests in this year's grant applications. In the end the board asked **Honora** to modify the wording surrounding limitations on grant requests. She will draft a brief modification and circulate it soon to the Board. The new wording is to read "CFNKLS rarely gives grants in excess of \$4,000" in and on our guidelines, grant applications, articles, and grant-related posters.

Update on website administration and management Honora has been able to make some helpful changes to our website and she posted all of the 2018 Board minutes on the Board segment of our website. Most of these approved minutes still have the word "Draft" on them, but our website (for appropriate reasons) does not allow any words to be edited on posted pages. She has asked to have the minutes relayed to her again without the word Draft. She has added the word "Society" to our name on the website. **Barney** will send her the approved minutes without the word "Draft" on them.

Status report on our Community Facebook account Aiko has started the creation of this account with help from David. We need, or will soon need, photographs of the projects themselves that our grants have enabled. Aiko will coordinate with Peter in this regard. Catherine asked if it might be possible to have permission to share publicly all such photographs as a default assumption that has been communicated to grant recipients when publicity photographs are shared with us. This to include photos taken at our AGM as well. The Board agreed to wording on Grant Applications (re final reports) reading ""Please note: any photos submitted to CFNKLS in reports may subsequently appear in various CFNKLS publicity materials and on social media."

Status of the Neighbourhood Small Grants Initiative This is currently being held up by problems implementing the Social Media links through which it will be operating. The Vancouver Foundation is working to overcome this.

NEW BUSINESS:

Grant Funds available for award in 2019 We are awaiting word from Osprey on the current status of our endowment funds and the interest available to CFNKLS for its 2019 grants. This should be known very soon now.

Next Board Meeting Scheduled: We will meet again on Tuesday March 12, 2019 at 5:15 p.m. at David's Langham office.

Adjournment: was at 6:12 p.m.

Barney Gilmore
CFNKLS Secretary

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