

COMMUNITY FUND OF NORTH KOOTENAY LAKE

Board Meeting on Wednesday, February 12, 2020 at 5:00 p.m.

Donna Butt's home, 430 8th St. in Kaslo

Present: Honora Cooper, President; Catherine Whitehead, Vice President; Aiko Jackson, Treasurer; Barney Gilmore, Secretary; Joe Johnston; and Donna Butt.

Regrets: David Stewart, Past President;

The meeting was convened: at 5:00 p.m. by Honora.

Approval of the Agenda: Moved by Aiko **Approved**

Approval of Minutes of January 20, 2020: Moved by Donna. **Approved**

REPORTS:

Treasurer's report: At the start of our previous meeting we had a balance of \$3,515.00 in our administrative account. Since then we paid \$24.39 for yearly website hosting, and \$140 (small grants) to Christine Parton. We received 5 cents interest, and had a closing balance this day of \$3,350.66. Of this amount \$130 is earmarked for our Small Grants program.

Status report on our Community Facebook Pages. Aiko reported CFNKLS has 91 followers, and that our recent posts have had 500 viewings.

Honora moved acceptance of the Treasurer's report. **Approved.**

CORRESPONDENCE:

Osprey sent us a copy of the Grant Agreement form they use with grantee organizations. Joe will be considering any further tweaking of our grant application form in the light of what Osprey uses. The simplicity of our forms has been praised by our applicants and we do not wish to complicate them if that can be avoided.

The Kaslo Post office is working under new rules for allocating mailboxes and now requires organizations like ours to specify the local address of our organization. If that address already corresponds to one registered to a current citizen who has his or her own mailbox, there will be a fee of over \$170 per year to keep our box (the second at that same address.) We seem to be in a situation where we need an address that will allow us to keep our P.O. box at no cost. Our box contract expires at the end of this month, and a solution will need to be found very soon or we will have to change our mailing address wherever it appears. At the start of the grant application season this could be a serious problem.

Honora reported that our first grant application has been received this year.

BUSINESS ARISING FROM THE MINUTES:

We embrace a vision of thriving and resilient rural communities of North Kootenay Lake

Further policy discussion re helping grant applicants find needed sponsors.

Donna has updated our website including our latest information about finding sponsors who may help non-charitable grant applicants by administering their grant funds and overseeing proposed projects. We hope that the applicants may then become eligible to apply for CFNKLS grants in support of projects benefitting the residents and communities in North Kootenay Lake. (*See also the discussion of this matter at the end of New Business, below.*)

Status of the Neighbourhood Small Grants Initiative funds remaining.

We have received no new letters of application for our Small Grants program. \$130 remains in our account to fund any such requests. **Aiko** will post a reminder of this opportunity on our Facebook page. And **Catherine** may place another classified ad in *Pennywise*. CFNKLS has received a nice thank you report from Val Koenig on the small grant given to the Kaslo Solstice gathering at the Unity Bridge.

Consideration of a 2020 budget, and allocation of our KSCF donation & VF rebate.

The Board spent some time considering the budget for this year's work, with particular emphasis on the role to be played by our generous grant of \$4,126.90 from the Kootenay Savings Community Foundation. In the end it was decided to allocate \$1,126.90 of this amount to our local administrative account for help with various publicity and outreach tasks this year, including part of the Treasure Hunt. Our 2019 Vancouver Foundation administrative rebate will not be completely known (from Osprey) for some weeks yet, by which time our potential budgetary needs will be even clearer to us, and a decision can be made about potentially reinvesting part of those funds at that time. Honora & Aiko will share the provisional 2020 budget figures with the board soon. It was decided to allocate \$800 to support Board education at Community Foundation conferences etc.

NEW BUSINESS:

Review of CFNKLS Agreement with Osprey & related policies of our own.

Joe and Donna will consider our agreement with Osprey and make any recommended changes to our website that may seem appropriate. The nature of any such changes will be shared with the Board. In 2016 the Board passed a new policy regarding the protection of archival and confidential materials in the Board's password-protected area of our website. That policy has yet to be posted, and Donna has agreed to assign it a policy number and post it for us.

Special New Grant Application from SD#8. In discussions about this potential grant application, for a project that will cost more than \$4,000 and that will not be

We embrace a vision of thriving and resilient rural communities of North Kootenay Lake

completed in one year, the Board did favour of the value of “Leadership education.” However questions were raised about the benefits that might accrue to the general local communities from such a small number of participants, and, from the potential environmental consequences of flying participants across the Atlantic when less costly and less carbon-expensive travel might achieve many of the same benefits. Honora will share with those proposing this project, some of our cautions about supporting such a project, and suggest that alternative local options be considered.

Update on 2020 Treasure Hunt plans. (Tabled until our March meeting.)

Consideration of terms of agreement letters between sponsors & applicants. Honora & Donna will consult further on the potential utility of such letters and the Board will revisit this issue in March.

Consideration of a policy dealing with “Administration” fees charged by Grant Sponsors. The Board had a brief discussion of some recent administration fees that grant applicants have asked CFNKLS to support, fees that were a high proportion of that part of the total project funds that CFNKLS was being asked to provide. Barney was asked to get further information about such fees, with particular reference to our attempts to help those applicants in need of a charitable sponsor to administrate their projects. He will consult with Jane Balantyne at NKLCSS for more information and report by email to the Board. This item will be considered further at our March meeting.

Next Board Meeting Scheduled: Our next meeting will be at 5:00 p.m. on Monday March 9th, at Aiko’s home at the summit of the Back Road in Kaslo.

Adjournment: The meeting was adjourned at 6:07 p.m.

Barney Gilmore
CFNKLS Secretary