

MINUTES

CRANBROOK AND DISTRICT COMMUNITY FOUNDATION

The October Meeting of the Cranbrook and District Community Foundation was held Tuesday, October 13, 2015 at 5:30 p.m. in the RDEK Board Room.

PRESENT: President Wayne Eburne
Director Michele Bates
Director Carol Murray
Director Dave Struthers
Director Jim Wavrecan
Director Ron Webb

ABSENT: Director Neil Cook
Director Kirk Green
Director Lorraine Frocklage
Director Lori Stevenson
Councillor Norma Blissett

IN ATTENDANCE: Riley Wilcox, Executive Director
Jody Jacob, Fund Development Coordinator

CALL TO ORDER: President Eburne called the meeting to order at 5:35 p.m.

- OCTOBER 13, 2015
- (1) **AGENDA**
Moved by Director Murray and seconded
- THAT the Agenda for the October 13, 2015 Regular Monthly Meeting be accepted.**
- Carried Unanimously.
- INFORMAL MEETING
JUNE 9, 2015
- (2) **REVIEW OF NOTES FROM JUNE 9**
Directors reviewed the notes from the June 9, 2015 meeting as information.
- (3) **CORRESPONDENCE**
Nil
- (4) **COMMITTEE REPORTS**
- EXECUTIVE
- President Eburne reported that there were a number of community events over the summer months including TELUS cause marketing campaign, Hyundai for Hunger and Fort Steele's summer production. President Eburne is working to increase board membership through social media and direct contact with potential new recruits. Individuals with finance or accounting backgrounds would be an asset to the foundation. President Eburne also noted work with legal counsel and provided board members an update.
- FINANCIAL
- Director Stevenson began the duties of Treasurer did work with former treasurer Bev Bull over August to learn the role and responsibilities of the position. Director Stevenson has provided board with an informal notice as she will be transferred to Kelowna for work. CDCF will require a new director to fill the role of treasurer.

FUND DEVELOPMENT

Director Wavrecan is working with the committee to increase the Operational Endowment Fund support to better support the work of the CDCF.

GOVERNANCE

Notice of motion regarding the Board of Directors Manual Policies 1.01 through 1.30.

GRANTS

Director Struthers advised that the Niedermayer family had instructed the grant making committee to allocate their grant for 2015 to the Friends of Children Society East Kootenay Branch – Family Support Project.

Moved by Director Struthers, and seconded

THAT the Cranbrook and District Community Foundation approve a grant of \$1100 to Friends of Children – East Kootenay for the Family Support Project from the Niedermayer Family Fund.

Carried Unanimously.

NOMINATING

Michele Bates has submitted her CV to the CDCF board of directors for a position on the board. Michele was recommended for the board by former Director Crane.

Moved by Director Wavrecan, and seconded

THAT the Cranbrook and District Community Foundation approve the nomination of Michele Bates.

Carried Unanimously.

EXECUTIVE DIRECTOR

(5)

ADMINISTRATIVE UPDATES

Executive Director Wilcox reported that legal advice was sought through Rockies Law Corp. to respond to the claims made by Mr. Ryan. Further the foundation's insurance provider was contacted and notified of Mr. Ryan's claim. Intact Insurance representatives activated coverage for the foundation and provided payment for the legal responses sent by Mark Maryniak, JD. Intact Insurance has also provided for legal representation through Kootenay Law representative Dana L. Romanick. Mr. Ryan is seeking compensation from Cranbrook and District Community Foundation and has submitted a claim against the foundation and Director Eburne personally. There has not been a date set for a settlement conference.

Ms. Wilcox reported that work on the development of a homeless shelter continues. Ms. Wilcox attended World Homeless Day event at Street Angels and provides feedback to the Housing First committee. Ms. Wilcox reported that an agreement with the School Works program has been formed and a student at College of the Rockies will be hired by October 19th.

Upcoming events for the foundation include: BC Community Foundations Regional Gathering (October 15 and 16, 2015); Minerals South Mining Conference (November 3, 4, 5, 2015); Cranbrook Public Library Gala (November 21, 2015); Gifts That Give Hope (December 5, 2015).

FUND DEVELOP.
COORDINATOR

Jody Jacob reviewed her written report. New to the foundation this year are the Be a Hero and Miracle on Baker Street campaigns respectively. Ms. Jacob held a meeting with Michele Sam of Ktunaxa Nation to explore ways our organizations can work together.

(6) BUSINESS ARISING

In regards to administrative fees for all funds a meeting with Mr. Hanemayer is required to explain the decision to increase the fees for administration from .5% to .75% on the interest income earned. The Vancouver Foundation rate has also increased from .9% to 1.15% since the inception of the Cranbrook and District Community Foundation. Directors Eburne and Webb have agreed to meet with Mr. Hanemayer on this matter.

(7) NEW BUSINESS

BC COMM FOUND
GATHERING

Executive Director Wilcox reported that Directors Eburne and Frocklage will attend. Also noted the availability for one more delegate from the board.

CALGARY FOUND
INVESTMENTS

Executive Director Wilcox provided directors with an overview of Calgary Foundation policies for informational purposes.

OCTOBER
DELEGATIONS

There will be a delegation going forward to Cranbrook City Council October 19, 2015 regarding poverty reduction committee. October 26, 2015 there will be a delegation going forward to Fernie City Council regarding the Fernie Community Fund.

BC HOUSING
PROJECT

Ms. Wilcox provided a written summary of the project and update meetings held with local government officials regarding the project.

ROUND TABLE

Director Eburne asked the board to consider when to revise the Strategic plan as there have been a number of changes since 2013. Director Eburne also inquired about increasing fees for directors' memberships.

Director Struthers encouraged attendance at the Cranbrook Chamber of Commerce economic development forum being held October 29th.

Director Wavrecan thanked staff for their efforts.

ADJOURNMENT

ADJOURN

The meeting adjourned at 8:05 p.m.