



MINUTES

Board Meeting on March 26, 2013 at 7.00 pm
 Colleen O’Neil’s home

Present: Kathy Bellringer, Keith Ewart, Joyce Ganong, Colleen O’Neil, Andrea Verwey

Regrets: Bob Andrew, Dee Elliott, Daron Jennings, Mary Letson (on leave)

1. Quorum declared; Joyce Ganong called the meeting to order.
2. **MOTION** to approve the Agenda moved by Joyce Ganong, seconded by Andrea Verwey, **carried**.
3. **MOTION** to approve Minutes of February 26th meeting moved by Joyce Ganong, seconded by Colleen O’Neil, **carried**.

4. **Chair’s Report**

- **Grant writing workshop** Representing the Foundation, Joyce has agreed to teach this workshop on April 27th at the Tunstall Bay Clubhouse from 9.30 am to 2.30 pm. It’s being offered in partnership with the Community School Association, which will advertise it through their network. \$25 cost to participants, all inclusive. If more than 10 people, the workshop will make a profit. BICF took the profits last year, so this year they would go to CSA. Joyce to send Andrea the workshop blurb to help advertise through our channels.
- **Thank yous received** We received a thank you from the Vancouver Foundation for the cheque we sent through, continuing to invest with them. Also thank you note from Derek Puri, recipient of a BIGA Junior Scholarship.

6. **Treasurer’s Report**

Keith presented the draft Statement of Financial Position as at December 31, 2012 and Annual Report, and walked us through each aspect. We made a few changes to reflect the precise recipients of funds. Joyce thanked Keith for getting these documents in order so early!

7. **Business arising from February 26, 2012 Minutes**

a. **Board Succession**

Possible recruit	Details	Action to be taken
Soren Hammerberg	Joyce provided full details at the last meeting	Joyce has received Soren’s application – agreed that we will invite him to join at the AGM



Possible recruit	Details	Action to be taken
Kristen Watson	CFO with the Municipality	Keith and Steven talked to Kristen about Treasurer role. She is interested, but not until after May's year end. Keith will see her through transition. Aim to talk to her in time for an announcement at the AGM.
James Glave	Communications person, social justice advocate, connected to the Ag Alliance	James is in, subject to Elle, ready to be interviewed by Kathy and Andrea – Friday next week – Andrea to arrange.
Ida Goodreau	Lots of senior experience, exCEO Vancouver Coastal Health	Ida is just finishing on two other boards, and as soon as she steps down, please keep asking her over the next 12 months. Kathy is the champion. See if she will at least come to the AGM.
Louise McIntosh	Bowen Island Waste Management	None. Dee spoke with, who is overwhelmed with work right now. No, but in the future.
Tina Overbury	Creative, communicator	None. Joyce and Andrea met with Tina, who said she was interested. Appn? None received. Let's talk to James first, then see.
Leah Cline	GP, health and welfare, works at Canuck House, married to Martin Clarke	None. Colleen hasn't been able to reach her, despite repeated attempts
Ross Allen	Financial background, connection to Smooth Stones	None. Andrea reported that Ross does not have the time now, but would like to be considered in future.

Joyce confirmed that no applications came in for the Board vacancies in response to the Undercurrent ad.

b. Confidentiality Policy

We discussed the draft policy brought forward by Joyce. Discussion confirmed the importance of having Board members sign a policy. Purposes are to ensure: (i) that sensitive information stays within the Board; and (ii) members understand the importance of keeping confidence (and the consequences of not doing so). Joyce will revise the draft and bring it back to us in final form for approval – either electronically or to the next Board meeting.



c. **Maggie Cumming Legacy Fund**

- i. **Trails Component Advisory Committee** (Joyce) Daron and Joyce met with Bob, Sue Ellen and Alan. It went well. They talked a lot about Maggie, and they are keen to be a part of our advisory committee. Daron also met with Kathy Lalonde from BIM, and confirmed that the Advisory Committee will get a formal relationship with BIM embedded into their terms of reference, so we don't have to go through Council every time we want to have a relationship with its the Committee. Kathy will be the municipal rep on the Advisory Committee, which will also include: Bob, Alan, Kathy and a member of our Board.

Sue Ellen is writing stories and getting photos of Maggie together for our website.

- ii. **Land Subdivision** (Dee) Dee spoke to the executor, twiggging him to start thinking about what he is going to do.
- iii. **Scholarship increase to \$1,000** (Dee) Dee spoke to executor, who was concerned only that we had the money to cover it. He approved this as a \$1,000 scholarship ongoing.

- d. **Community Chest Update, and the Rovensky Family** (Bob Andrew) In his absence, Joyce reported that Bob has pulled together a committee consisting of Shelagh Mackinnon, Gary Anders, Spencer Grundy and [younger woman, name to be advised by Bob]. The Committee has been meeting weekly to set policies, starting with a mission statement, which should be finished this Thursday. They feel that their job is not to spend the pot of money, but to ensure that people have access to the support they need. They have decided to start pulling together financial resources available for people in emergency situations. Eg. funeral expenses for Rovensky family (CPP death benefit, social services and housing). They are determined to find out where the real cracks are, and not where the perceived need is. They are also talking about bringing all the organizations together in May or June to plan exactly how the Community Chest process will work so that everyone understands what to do, who to approach, etc.

- e. **Website** (Andrea) Andrea took everyone through the progress on the new website (working address for you to peruse: <http://dighipsites.com/bicf>), and the new Twitter account ([@BowenCommFdn](#)) and Facebook page ([Bowen Island Community Foundation](#)). Joyce asked about adding financial reports and Annual Reports, which we will, under *Financials*.

- f. **Bowen Island Gives Update** (Andrea) We discussed the issue of whether we need to sign a formal agreement with Bowen Island Gives. Joyce will call CFC to explain what we are doing, and whether there's a way to avoid a big fancy agreement. Then call Canada Helps to see whether we can have a separate Canada Helps account that will allow a separate button into a separate bank account. Kathy will talk to BI Gives to to find out what agreement they would have signed with UBC.



- g. **Unsung Hero Nomination for CFC Committee** (Joyce) To be discussed another time. So far, Yvonne McSkimming and Bill Carr have been nominated.
- h. **Vital Signs** (Kathy) Kathy has followed up on the smaller program, which doesn't look like it has much value. She thinks that the bigger program may be worth running, looking at what other smaller communities have done (Sechelt, Squamish, Penticton). Looks really interesting – the final report boils down to about 5 pages, with 11 indicators (People, Place, Economy) in language that anyone could understand. Interesting for us, and for other organizations in the community.

We would need:

- a Committee of 3-4 from the Board
- a community leadership team (education, municipality, health, seniors, etc)
- survey data from a range of citizens; and
- professional research help done through Stats Canada
- financing (ranging from \$7,000 to \$25,000 anecdotally)
- a minimum 6 months ahead of the annual national launch date of the 1st Tuesday in October (we would look at 2014)

We would one of the/the smallest community to do it. Kathy also sees this as a great potential tool for fundraising – generic Bowen Island Community Foundation folder, with letters to donors, and stories.

Agreed that we want Kathy to pursue it by finding out exactly who would be involved and how much it is likely to cost. We will also consider inviting Don Basham from Sechelt to speak about their experience.

8. **New Business**

- a. **Municipal Grants Advisory Committee** (Joyce) BIM has asked Joyce to sit on the Committee. By way of background, Joyce explained that about 5 years ago, BIM came and asked us to manage the BIM grants process. We said no, but we said that we could help their committee become more objective about their process. The Finance Committee did recommend that an advisory committee be formed, and that BICF move them into a more objective system. Joyce is prepared to help them to a point when they are ready to make recommendations based on objective criteria.

MOTION by Keith Ewart that Joyce Ganong on behalf of the BICF sit on the Municipal Grants Advisory Committee for 2013 grants. Seconded by Colleen O'Neil. **Carried.**



9. **Next meeting** - Tuesday May 7, 2013 at 7.00 pm at Kathy Bellringer’s house, 1786 Francis Walk, King Edward Bay (604 970 5209).
10. **Motion to adjourn** – Carried.

ROUND-UP OF ACTION ITEMS FROM THE MARCH 26TH MEETING

Joyce Ganong	<p>Finalize Confidentiality Policy and circulate to the Board for approval</p> <p>Send Andrea Annual Reports and Financial Reports to include on the website</p> <p>BI Gives - Call CFC to explain what we are doing, and determine what agreement we need with BI Gives. Find out whether we can have a separate Canada Helps account that will allow a separate button into a separate BICF bank account.</p> <p>With Kathy, continue to research a 2014 Vital Signs project for BI</p> <p>Send Andrea a photo and bio information for the website*</p>
Andrea Verwey	<p>Advertise the grant writing workshop through our social media channels</p> <p>Arrange interview with James Glave and Kathy Bellringer to discuss Board membership</p> <p>Follow up with Sue Ellen Fast about Maggie Cumming stories for the website</p>
Keith Ewart	<p>Talk to Kristen Watson about meeting with the Foundation with an eye to being able to announce her as our new Treasurer at the May AGM</p> <p>Send Andrea a photo and bio information for the website*</p>
Kathy Bellringer	<p>Be our point person with Ida Goodreau about coming along to the May AGM and getting involved as and when she is ready</p> <p>Talk to BI Gives to find out what agreement they would have signed with UBC last year</p> <p>Meet with James Glave about Board membership with Andrea</p> <p>With Joyce, continue to research a 2014 Vital Signs project for BI</p> <p>Send Andrea a photo and bio information for the website*</p>
Colleen O’Neil	Send Andrea bio information for the website*
Bob Andrew	Send Andrea a photo and bio information for the website*
Daron Jennings	Send Andrea a photo and bio information for the website*
Dee Elliott	Send Andrea a photo and bio information for the website*

*** What I need you to send me for the website:**

The new site will have a photo and a short bio (2-3 sentences) for each Board member. Click [here](#) to get an idea of what I am talking about. The picture is up to you, although Colleen may have a lead on a photog op if you ask her nicely. As for your bio, there is no crafting required - I will write them so they have a consistent tone. All you need to do is jot me down some bullet points:

- Your work with the BICF (when you started, past and current projects, why you LOVE it, etc)
- Bowen background (when you came, other volunteering here, what you love to do here)
- Professional background (previous and/or current roles)
- Anything else about you (married, kids, grandkids, 16 cats, etc...)



**BOWEN ISLAND
COMMUNITY
FOUNDATION**

DATE:	February 24, 2014
TO:	Board of Directors, Bowen Island Community Foundation (BICF)
FROM:	Kim A Stephens, BICF Director
SUBJECT:	Mobilizing Resources – An Environmental Networking & Partnering Forum Update on Collaboration Initiative with Other Howe Sound Foundations

CONTEXT:

At our January meeting, we passed these three Resolutions:

1. Partner and coordinate efforts with the five other Howe Sound community foundations under the umbrella of a “Howe Sound neighbourhood” collaborative initiative.
2. Create a sub-committee to undertake the Bowen Island contribution to Howe Sound collaboration.
3. Establish a budget of \$1500 to support BICF participation in the initiative.

RECENT DEVELOPMENTS:

The ad hoc Joint Planning Committee will meet on March 13 to debrief and strategize about next steps. (Note: It has been a challenge finding a date when most, but not all, are available.)

Not wishing to lose momentum, on January 26th I emailed those on the committee who are Directors and suggested that they share my BICF report with their Boards. I further suggested that this early action would help prime each Board for recommendations that would be forthcoming from the ad hoc Joint Planning Committee. The only response to date is from the President of the North Shore Community Foundation:

Kim: As you requested I did brief my board on the forum and on your “what’s next” recommendations. After a lively discussion, my Board declined to endorse your recommendations at this time. There were a number of reasons for this. The primary ones being: risk of a wider movement becoming too politicized and alienating some donors, and a feeling that a wider environmental regional movement was “off mandate” for our foundation. These feelings may change over time. They do not affect our willingness to consider supporting a future event such as this year’s. I am not copying the broad mailing list. You may use this information as you see fit. Dave Alsop NSCF

Barbara McMillan, the driving force behind the ad hoc committee, has recently become a Director of the West Vancouver Community Foundation. By chance, we did have a conversation last Friday on the Nanaimo. Long story short, I explained how BICF views the big picture vis-à-vis collaboration with the other Howe Sound foundations, and that:

- the foundations can make a difference
- we look to WVCF to take the leadership role
- we envision a catalyst role for BICF
- BICF has stepped up to the plate with our Board Resolutions
- there is a need for an incremental process of relationship-building among the foundations

In summary, this timely conversation has set the stage to (hopefully) produce an outcome at the March 13 meeting that aligns with our BICF interests and capabilities.