



## MINUTES

Board Meeting on May 7, 2013 at 7.00 pm  
Kathy Bellringer's home

**Present:** Kathy Bellringer, Keith Ewart, Joyce Ganong, Daron Jennings, Colleen O'Neil, Andrea Verwey

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

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1. Quorum declared; Joyce Ganong called the meeting to order @ 7.18 am.
2. **MOTION** to approve the Agenda moved by Joyce Ganong, seconded by Kathy Bellringer, **carried**.
3. **MOTION** to approve Minutes of March 26<sup>th</sup> meeting moved by Joyce Ganong, seconded by Keith Ewart, **carried**.
4. **Chair's Report**
  - **Grant Writing Workshop** – 13 people came along. Cross-section of youth, community events/economic development, museum and archives, health support, African Project Village. They worked hard for 5 hours, Joyce very pleased and impressed!
  - **Scholarships**
    - *Maggie Cumming scholarship*, no applications. Joyce re-read Maggie's will and confirmed that she wanted it to be granted *if* there was a person to give it to. Can't recommend that we re-advertise (the effort made was thorough); does recommend that we carry the funds over to next year.
    - *Aaron Sluggett*, there were two applications. Dee, Mary and Joyce have reviewed applications in the past. Kathy agreed to be the third reviewer this year.
    - *KKN environmental scholarship* of \$2,000 -4 applications for this one.
  - **Environmental Workshop** – CFC with North Shore Community Foundation and West Vancouver Community Foundation (the chair of which has been involved with Whistler) have put together a day in Whistler to bring together a group of people interested in environmental stewardship. They will host a workshop to talk about challenges, areas where we might work together, and look at the role that CFs can play to help environmental groups be effective stewards of the environment but also working in a cooperative way – eg. developing joint endowment funds. They want to bring in a youth speaker to talk about the involvement of youth in this process. We have been invited to be one of the the three CFs to co-host.

Is there appetite to find out more about this? If so, who among us (or related to us) could work with the planning group? Discussion only, no decision.



- **Knack Nook Small Grants Program** – Committee Members – see Draft attached. There is \$3,000 to distribute. They’ve asked us to offer our expertise to assess the applications. Joyce will continue on with them, and is looking for another volunteer. Colleen and Kathy agreed to help out.

**5. Treasurer`s Report**

Keith reported that everything is in order ahead of the AGM. Several funds, including CHAC, have \$\$ available, and we need to follow up to find out what they want us to do with it (Vancouver Foundation?). Joyce will get in touch with CHAC to find out what they want to do.

**MOTION** by Joyce Ganong to put the \$16,000 for Maggie Cumming’s fund into a GIC, because it looks likely that it will be used this year. Seconded by Daron Jennings. Carried.

**6. Business arising from March 26, 2012 Minutes**

***Board Succession***

Joyce spoke to Mary Letson on our behalf to say that from our perspective she continues to be on leave of absence from the Board, and her position remains opens until she is ready.

Possible recruit	Report	Motion by Colleen O’Neil
<b>Soren Hammerberg</b>	He’s keen. We’re keen.	That we accept the offers of service from Soren Hammerberg (Board member), Kristen Watson (Board member), and Ida Goodreau (Board advisor), with appointments to be confirmed at the 2013 AGM held in May 2013.  Seconded by Daron Jennings.  Carried.
<b>Kristen Watson</b>	Joyce confirmed that Kristen has agreed and will be at the AGM.	
<b>James Glave</b>	Andrea reported that James is no longer available due to other board commitments.	
<b>Ida Goodreau</b>	Kathy agreed to be an advisor for the first year, and on the board thereafter.	
<b>Tina Overbury</b>	Joyce and Andrea quite interested initially, but some red flags have come up about reliability. We’ll stand down for now. Joyce to contact Tina.	

Daron will ask Janet LeRoy if she would be willing to do the receipting for us once Dee Elliott steps down.

***Confidentiality Policy & Agreement – see Second Draft attached (Joyce)***

**MOTION** to approve the policy as presented by Keith Ewart, seconded by Daron Jennings.



***Community Chest Update*** (Colleen)

Colleen attended the last organizing meeting of the Community Chest Committee. They had a mission statement and objectives, and seemed all ready to go as a freestanding new committee.

Part way through the meeting, members wondered why they didn't all focus their energies on supporting Colleen and the Caring Circle efforts as an information arm of the Community Chest. Colleen supports this idea—instead of a separate group of people with financial information, that information can be maintained at the Caring Circle Office and on its website. The Community Chest Committee would still be there to support needs after a catastrophe, etc., but Colleen is the person best placed to discover a vulnerable family and get in touch with the Committee. The Committee can then make decisions.

The Community Chest Committee-to-be said they would go away and figure out how it would work.

We discussed the fact that the Community Chest approval process needs to be worked out. It will be helpful to talk it through thoroughly with Bob Andrew and the members of that Committee in due course.

***Website*** (Andrea)

Status of the website: Joyce will speak to Mary about what was originally agreed with Leanne Romak about the pro bono work. Andrea reminded everyone about submitted any still-missing bios and photos.

***Bowen Island Gives Update*** (Andrea)

Insurance has been cleared up. The issue of the donations and benefits has been cleared up. Two live issues: where the excess of Me To We goes (must be on Bowen); and that the website drop down must make it clear where the monies are going (ie. that it is going to Me To We and to a Bowen youth fund and not to Bowen Island Gives).

**7. New Business**

AGM on May 28<sup>th</sup> at 7pm, with youth band performing at the start.

Joyce will do a Chair's Report, then Keith will do a Financial Report. Joyce will talk to the KKN folks about announcing their scholarships, and get the fire guys to bring the equipment. Andrea to talk to the BIG folks about speaking to that. Announcement of new directors. Announce the website, Facebook site, Twitter site.

Who to invite: Community Chest Committee; Caring Circle Group; Jacqueline Massey and other fundholders, former directors, Maggie Cumming and Snug Cove House people, Jean Cleator. Announce it on the Forum rather than advertise in the paper.



Officers for 2013/2014: Kristen coming in as Treasurer and Keith as Past Treasurer; Joyce will remain as Chair through September 2013 only, and she will speak to Soren about taking on the role; Daron as Vice-Chair; Andrea as Secretary.

Bob and Keith will contribute to the wine for 24. Colleen and Kathy to do the food and soft drinks. Andrea to bring napkins and tablecloth.

8. **Next meeting** – Tuesday, June 25th at Joyce’s Home, 673 Cliff Road, Queen Charlotte Heights (2802). Pot Luck Supper, report on the CFC Conference and general reflection/planning as an introduction to our new Board Members.
9. **Motion to adjourn** – Carried.

### ROUND-UP OF ACTION ITEMS FROM THE MAY 7TH MEETING

Joyce Ganong	Get in touch with CHAC to see what they want to do with available funds. Advise Tina Overbury about our board succession decision.
Andrea Verwey	Finalize the partnership arrangements with Bowen Island Gives. Finalize the Bowen Foundation website. Invite a BIG! representative to come and speak at the AGM. Bring napkins and tablecloth to the AGM.
Keith Ewart	Put \$16,000 from Maggie Cumming’s fund into a GIC. With Bob, organize wine for 24 guests at the AGM.
Kathy Bellringer	Join Joyce and Dee to review 2013 scholarship applications. Along with Colleen, will help Joyce provide support to the KKN Small Grants Program. Along with Colleen, organize food and soft drinks for the AGM.
Colleen O’Neil	Along with Kathy, will help Joyce provide support to the KKN Small Grants Program. Along with Kathy, organize food and soft drinks for the AGM.
Daron Jennings	Ask Janet LeRoy if she would be willing to do the receipting for us once Dee Elliott steps down.