



MINUTES

Board Meeting on 13 August 2013 at 7:00 pm Soren Hammerberg's Home

Present: Kathy Bellringer, Keith Ewart, Joyce Ganong (Chair), Soren Hammerberg, Colleen O'Neil and Kristen Watson

Regrets: Bob Andrew, Daron Jennings, Andrea Verwey, Mary Letson (on leave)

1. Call to Order

2. Declaration of Quorum:

A quorum was declared by the Chair upon Kristen's arrival, and no decisions were made prior to the quorum being present.

3. Approval of Agenda

Three additions were made to the Agenda, listed as # 8, 9, 10 below.

4. Approval of Minutes of June 26th, 2013:

Approved as circulated.

5. Recording of Electronic Decision:

July 6, 2013: Moved by Joyce Ganong, Seconded by Keith Ewart, "That Janet LeRoy be appointed as the BICF's Receipting Secretary, and as such be authorized as Signatory to the Foundation's Charitable Tax Receipts." **Carried**

6. Vital Signs:

Kathy, Soren and Joyce met with Don Basham in Gibson's to learn from him about the merits and process of participating in CFC's Vital Signs initiative. Don is on the Board of the Sunshine Coast Community Foundation and is Co-Manager of their Vital Signs.

To view their Vital Signs report go to:

<http://www.vitalsignscanada.ca/en/foundations-22-sunshine-coast-community-foundation>

Kathy reviewed the various components of Vital Signs, including an opinion survey and the collection of data from a variety of sources (Stats Canada, BC Stats, SPARC BC, Health Survey, Municipality, School District, Local Data Sources).



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Soren commented on the benefits of Vital Signs - establishing a public profile for the Foundation and interesting serious donors as well as helping the Foundation establish its strategic focus. In addition it could help the community have objective public discussions about priorities, for example at election time.

Joyce observed that Vital Signs provides a comprehensive description of the entire community, something that could be beneficial for Bowen.

Kathy reviewed the 2011 budget for the Sunshine Coast project: \$16,200 was budgeted of which \$9,542 was expended. The writer's fee, CFC Vital Signs fee, printing and data access fees were the major costs.

The discussion that followed reflected a mix of enthusiasm for the potential merits of the project balanced by concern as to whether we have the Board capacity to carry out the project this year.

Rather than say a definitive "yes" or "no", it was decided that we should chat with community leaders from the various fields of interest in the Sunshine Coast report. We would ask them:

1. whether they think such a report would be beneficial for our community and for them;
2. whether they know of statistically significant data for their fields of interest that could be used;
3. whether they would be prepared to work with us on the project should we decide to proceed.

Monday, September 9th at 7 p.m. was set for the above meeting.

Colleen will reserve Collins Hall for the meeting.

Kathy and Joyce will prepare a list of the interest areas, and put in some suggestions for those to be invited. Joyce will email the list to the Board for further input as to invitees as well as email addresses.

Kathy will contact Cindy Lindsay at CFC to see if she can send 20+ Vital Signs reports.

Kathy and Joyce will send out the invitation by email.

With regard to our discussion of potential Board Members (below) it was decided that if someone is interested in learning more about the Foundation, he/she should be encouraged to attend the September 9th meeting.



7. **Board Membership and Chair Succession** – A wide ranging discussion regarding succession took place, ending with the realization that we need to fill the vacancy left by Dee, and also to prepare for Board vacancies that will be created by Joyce and Keith over the next 10 months or less. Given commitments by current Board members, we should also plan for the potential of at least 1 more vacancy. Also, there was general agreement that a Board of 9 should be our goal.

In terms of what assets are needed for the Board, it was agreed that a primary focus should be to recruit people with a deep network within the community. It would be helpful to recruit a member each from the Arts and the Environment communities. Assistance in communications and in fund development is needed. In all cases, we need people who have the time and are prepared to be working members.

With these thoughts in mind, it was agreed that the following people would be approached to ascertain their interest in joining the Board:

Colleen will approach Louise McIntosh (community network) and Julia McCaig (communications and IT).

Kathy agreed to approach Kathy Leishman but after the meeting suggested Barbara Rendell as someone who is on-island more.

Keith will approach Tim Pardee (environment, and knowledge of investments) and after speaking with Kathy, will also approach David Riddell (community network).

Soren will approach Gary Ander (community network and knowledge of Foundations) and Rich Anderson (community knowledge) and Kim Stevens (environment).

Joyce agreed to speak with Andrea to possibly approach Natasha LaRoche (fund raising background).

The Chair Succession discussion resulted in Soren offering to meet with Joyce to learn more about the role with a view to accepting the role as Chair. Joyce will prepare a description of her activities for the past year, a possible way of dividing those responsibilities across the Board, and a calendar of activities for the Foundation.

8. **Aaron Sluggett Update**

Joyce advised that the Foundation has not received the proceeds from the Run. Kristen will investigate and report back.

9. **BIG Update and Motion**

Joyce advised that the Mount Gardner Climb fundraiser, hosted by Bowen Island Gives (BIG) resulted in net contributions of \$2,690.82 via the Canada Helps portal of our website. Another \$1,000 has been pledged but not yet received. As previously noted in the Minutes, these funds are to support a Me to We Youth Leadership program on Bowen, with the sponsoring charitable organization being the B.I. Community School Association.



MOTION by Joyce Ganong, Seconded by Keith Ewart: That the net proceeds received from the BIG Fundraiser be granted to the Bowen Island Community School Association for the purpose of the Me to We Youth Leadership Program. **Carried.**

10. KKN Bursary Update and Motion

Joyce advised that BICF has received a cheque from Knick Knack Nook Re-Use It Store in the amount of \$6,300. This is for three \$2,000 Bursaries plus an Administration Fee of \$300 for the Foundation. The Bursary Selection Committee reviewed 4 applications. The 3 students selected all fit the established criteria and Joyce advises that the selection process was conducted objectively.

MOTION by Joyce, Seconded by Colleen that two cheques of \$2,000 each be issued in 2013: one to U.B.C. for the student account of Charles Clark, and one to McGill University for the student account of Raya Vera Yawney Semeniuk. A third cheque of \$2,000 to be issued to the Canadian Post Secondary Institution to which Carla Skuce is Admitted in 2014. **Carried.**

11. Next Meeting & Meeting Schedule September 9 at 7 at Collins Hall - Vital Signs discussion
September 24 at 7 at Colleen O'Neil

12. Adjourn

ROUND-UP OF ACTION ITEMS FROM THE AUGUST 13TH MEETING

1. Plan on attending the Monday, September 9th meeting with community leaders regarding Vital Signs. Also read Agenda Item 7 above for further responsibilities
2. Contact the potential Board members, as agreed and listed in Agenda Item 6 above, inviting any who show interest in joining the Board to the September 9th meeting.