

Record of Board Meeting October 28, 2014

<i>Theme: Giving Campaign/Grants</i>			
VENUE:	BIM Council Chambers	PARTICIPANTS	NOT ABLE TO ATTEND:
DURATION:	7:10pm – 10:45 pm	1. Jennifer Hall 2. Soren Hammerberg 3. Julia McCaig 4. Colleen O’Neil 5. Andrea Verwey 6. Kristen Watson	7. Daron Jennings 8. Neil Boyd 9. Kathy Bellringer 10. Kim Stephens
CHAIR:	Soren Hammerberg		
RECORDER:	Colleen O’Neil		

TOPIC	DISCUSSION HIGHLIGHTS / DIRECTION & DECISIONS	ACTIONS
Quorum, Agenda & Record of August Meeting	<ul style="list-style-type: none"> Quorum declared by Soren Hammerberg MOTION to approve Agenda & MOTION to approve Record of Meeting of Sept. 30, 2014: Moved by Soren Hammerberg & Seconded by Colleen O’Neil Refer to Attachment A for consolidated list of “Decisions & Action” and status. 	

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1 Report from the Chair	<ul style="list-style-type: none">• Soren reported that:<ul style="list-style-type: none">a. Presentations to BIM Council of Vital Conversations Report (VC) and the new Maggie Cumming Terms of Reference on October 14 and they were well received.b. Met with Bowen in Transition group to hear about their work and in turn, gave them information about the goals and direction of their Foundation.c. Met with the Community Medical Clinic Society about their request for BICF involvement in their fundraising for a medical clinic operating fund. Discussions focused on how an endowment fund could provide operating funds for a clinic in the future but capital costs for the building or purchasing of such a facility would most likely be addressed by the private sector. Conversations about this project will continue. Soren made the point to the group that owning your own building might be a liability, as renters, including doctors come and go, so renting a space gives an organization more flexibility.d. Presentation to the Bowen Island Rotary. Well received. Some of the discussion revolved around a mapping project of trails around Bowen.	
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1 Report from the Chair (cont'd)	<ul style="list-style-type: none"> e. Meetings with major donors are ongoing f. Met with law firm Clark Wilson to get an opinion (pro bono) on whether the Foundation could engage in capital campaigns – according to Richard Whelan, who specializes in non profits, it is possible for the Foundation to get involved in these kinds of projects. g. Met with Daron Jennings about commitment to the Foundation. Daron has many projects on the go which are requiring much of his time and he feels he must step off the board at the upcoming AGM. h. Continuing efforts with regard to future board recruitment with some thought given to approaching David Podmore, Ross Beatty, and Jake Kerr. i. Met with Helping Hand Committee re new Terms of Reference. This committee is working well together and it was decided that no one from the Foundation Board had to be a member of that committee (it was previously discussed that Colleen might have been our liaison to that committee but it was decided that is not really necessary) j. Discussions with various Island philanthropic organizations to discuss the idea of coordination of philanthropy on Island. One point discussed was applicants accessing grants from everyone on Island without the knowledge of the donors. Discussions will continue. To date Soren met with Smooth Stones, Rotary, and Rivendell. Colleen brought up point that in our first donation from the Helping Hand Fund, the Church approached Caring Circle about funding the same applicant for the same concern. 	
2 Financial Report	Kristen will report at next meeting for two months. No issues at this time.	

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3 Donor Services Giving Campaign	<ul style="list-style-type: none">• Donor letters folded, sealed and boxed to be mailed out to the community this week.• Board agreed that this group did a fantastic job on this year’s appeal... the letter is very professional and we should be proud of our efforts in this regard.• This campaign involves both a mail drop and use of Mail Chimp• The campaign goal is \$100,000 and there will be a “thermometer” on the website• The format of thank you recognition is still being considered by this committee with some thought about using local artists work.	
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3 Grants Committee

- Andrea reported that her committee received 14 applications and 6 of those have been short listed. The total ask from this group is \$45,000.00 General feedback from all groups is that the 500 word first phase was a good idea. Applications reflect depth and breadth into the community.
- Andrea created a grant grid to help the committee categorize criteria for approval.
- For Phase 2 of process, applicants have been asked to build on their ideas, with emphasis on partners, timing of project, volunteer involvement, and more clarity of purpose. Deadline for phase 2 submission is Nov. 3rd. Committee meets Nov. 12th to make decisions. Decisions ratified by board Dec. 3rd and announcements to applicants on Dec. 5th. Opportunity for pictures/articles for social media etc.
- Board asked to be informed about what applications were short listed...not as a way to second guess, but to stay informed in the community. The committee will discuss whether those groups that were short listed should be identified on the website.
- Some applicants who did not make the short list asked to have some communication from the committee re their decision. This idea will be taken back to the committee for further discussion. The board members present agreed that this seemed reasonable.
- Discussions at the committee level will continue re organizing a grants seminar hosted by the Foundation, for the entire community, with the thought that Joyce Ganong would be approached to facilitate. She has done this in the past couple of years with a robust response.
- There may be some opportunity for at least one of the short listed projects to access the Maggie Cummings Fund...discussions continue at the committee level with consideration of the new Terms of Reference for this fund.
- Andrea met with KKN society as an advisor to discuss their grant criteria and she also developed a grant grid for them to help in the decision making. They are considering changing their grant cycle from 3 x yearly to twice a year to simplify the process. Andrea also led a discussion around expanding their parameters for scholarships to include any age group that might be interested in adult education programs that might contribute to skill development that stays on the Island.
- The committee will consider putting grant writing skills resources on our website

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<p>5 Social Media</p>	<ul style="list-style-type: none"> • Julia as gate keeper...we have Twitter and Facebook... we need to be more aggressive around posting any story that has any resonance for the community that the Foundation is involved in. We should be taking pictures, writing short blurbs to give to Julia to post. We need to make our facebook page more vital and energetic by continual updates and additions. 	
<p>6 Community Events</p>	<p>Colleen is organizing a wreath for Remembrance Day and both she and Kim Stephens will place the wreath on behalf of the Foundation.</p> <p>Colleen is also organizing a Christmas Tree, with the required donation to Family Place, to be placed in the Cove. Further information re decorating to follow.</p>	
<p>7 Vital Conversations</p>	<ul style="list-style-type: none"> • Kathy and Joyce Ganong presented report to Council. It was not only well received by council but the Vital Signs report is being referenced time and again by candidates running for Council in their literature and in person. Many are bringing attention to the civil discourse component • Discussions re another phase of the vital signs conversations – should we follow up this initiative with dinner gatherings taking on specific themes from the report and drilling down on those issues? This would be a more intimate milieu that could allow for more detailed reporting. • Kathy, Joyce and Soren will continue this discussion to bring back to the board. • We should get photos from the Vital Conversations on our website 	

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8 Youth Council	<ul style="list-style-type: none"> • Soren and Neil met with potential donor, Ross McDonald, who is interested in establishing an endowment fund to create a Youth Council. Ages considered at this time would be 14 – 22 yrs. • This council would go hand in hand with a Youth Advisory Committee. Some names being considered at this time for this committee would be Jennifer Pardee, Ted Spear, John Stiver, and Katalina Bernards. They would have an important mentoring role. • Ross McDonald will donate an initial \$5000.00 for start up costs and will take a leading role in raising money for this fund with a goal of having \$20 - \$25,000 yearly endowed component. • Neil is working on Terms of Reference for presentation to the Board on Dec. 3rd 	
9 Foundation Events	<ul style="list-style-type: none"> • Vancouver Foundation is holding a conference Nov. 25-28th. Board is to go to their website and look at topics and hopefully attend the event and report back to the board on the topics they attended. This is a free event. People who want to spend the night in town are invited to bunk up with Kathy at their abode in town. • National Foundation Conference in Calgary – May 7-9th, 2015. Registration begins in January. Please consider attending. If there are concerns with the costs, email Soren with your desire to attend, and depending on how many choose to attend, we might be able to subsidize expenses. There is also an opportunity to get a tax receipt for costs to this event. 	
9 AGM	April 28, 2014	
Next Meeting	<ul style="list-style-type: none"> • On Dec. 3rd, 2014 at Kathy Bellringers – POTLUCK Dinner – Colleen will help organize 	