



***Theme: “Role of the Foundation in Providing Community Leadership?”***

<b>HOST:</b>	Colleen O’Neill 480 Crag End’s Road	<b>PARTICIPANTS:</b>	<b>NOT ABLE TO ATTEND:</b>
<b>DURATION:</b>	7:00pm – 9:20 pm	1. Kathy Bellringer 2. Neil Boyd 3. Jennifer Hall 4. Soren Hammerberg 5. Julia McCaig 6. Colleen O’Neil 7. Kim Stephens 8. Andrea Verwey 9. Kristen Watson	10. Daron Jennings
<b>CHAIR:</b>	Soren Hammerberg		
<b>RECORDER:</b>	Kim A Stephens		

<b>TOPIC</b>	<b>DISCUSSION HIGHLIGHTS / DIRECTION &amp; DECISIONS</b>	<b>ACTIONS</b>
<b>Quorum, Agenda &amp; Record of May Meeting</b>	<ul style="list-style-type: none"> <li>Quorum declared by Soren Hammerberg</li> <li>MOTION to approve Agenda &amp; MOTION to approve Record of Meeting on May 27, 2014: Moved by Andrea Verwey &amp; Seconded by Kathy Bellringer</li> </ul>	
<b>New Directors</b>	<ul style="list-style-type: none"> <li>Soren welcomed Jennifer Hall and Neil Boyd to their first meeting as BICF Directors</li> </ul>	
<b>1 Treasurer’s Report</b>	<ul style="list-style-type: none"> <li>Kristen Watson reported that “we are on budget” as of May 31, 2014; and explained her need for accounting software in the interests of enhanced efficiency. This led to a brief discussion about the benefits of a protocol for pre-approval of minor expenditures so that the Board need not spend precious time on routine matters.</li> </ul> <p><b>Decision #2014-01:</b> If routine expenses that are administrative in nature are within an approved budget, then the Chair and Treasurer are authorized to pay such expenses (Moved by Kathy Bellringer; seconded by Julia McCaig)</p>	

## Bowen Island Community Foundation: Record of Board Meeting #2014-4 on June 24, 2014

TOPIC	DISCUSSION HIGHLIGHTS / DIRECTION & DECISIONS	ACTIONS / TIMING
<p><b>2 Reports from the Chair</b></p>	<ul style="list-style-type: none"> <li>• Soren informed the Board re the Anti-Spam Legislation that takes effect on July 1                             <ul style="list-style-type: none"> <li>– Refer to Attachment A</li> <li>– Charities are exempt when the primary purpose is fundraising</li> <li>– KEY MESSAGE: If in doubt, ask for permission to send emails</li> </ul> </li> <li>• Soren provided succinct updates re the following successes:                             <ul style="list-style-type: none"> <li>a. BIGA Scholarship</li> <li>b. Aaron Sluggett's Run – generated \$4500</li> <li>c. BIG Mount Gardner Hike – generated ~\$3200 (net)</li> <li>d. Community Chest – all is well</li> <li>e. Maggie Cumming book – generating good publicity</li> </ul> <p>The downward trend in funds raised by BIG each year has led to a lesson learned, and this in turn has resulted in a policy direction as follows:</p> <p><b>Decision #2014-02:</b> In future, BCIF will identify a community need and focus fundraising efforts by 3<sup>rd</sup> party events (e.g. BIG) with that need specified</p> </li> <li>• Soren asked that consideration of the following items be deferred to the next meeting:                             <ul style="list-style-type: none"> <li>f. Community Caring Fund</li> <li>g. Giving Campaign</li> </ul> </li> </ul>	<p><b>Action #2014-01:</b> Draft a policy statement to guide BICF compliance with the Anti-Spam Regulation (Action by Soren/Kim) <b>DONE</b></p> <p>DRAFT STATEMENT: "We invite your Donation to our Community Caring Fund (possible name change) in order that we may continue to fund charitable work on Bowen Island. Tax receipts are provided for donations of \$20.00 or more"</p> <p><b>Action #2014-02:</b> Develop a fundraising protocol that informs community groups about BICF expectations pursuant to Decision #2014-02 (Action by Jennifer)</p>
<p><b>3 Vital Conversations</b></p>	<ul style="list-style-type: none"> <li>• Kathy Bellringer presented the Executive Summary that synthesizes the 7 themes that emerged during the discussions on May 31.                             <ul style="list-style-type: none"> <li>– Refer to Attachment B</li> <li>– Community frustration with the <b>dialogue</b> process was a dominant theme; and the VC event has seemingly raised expectations among participants vis-à-vis the "community leadership" role of BICF and what BICF can deliver.</li> <li>– This was the catalyst for a spirited exchange of views on what it means to provide community leadership and what role could BCIF play in future.</li> </ul> <p><b>Decision #2014-03:</b> It is not within the scope and capacity of BICF to supplant the <b>role of an elected council</b></p> <p><b>Decision #2014-04:</b> Organize a "Leadership Initiative Meeting" so that the Board can have an extended conversation about the nature of the leadership</p> </li> </ul>	<p><b>Action #2014-03:</b> Ratify the electronic decision to donate \$500 to the Food Bank as a thank you gesture to all the VC scribes &amp; facilitators <b>DONE</b></p> <p><b>Action #2014-04:</b> Convene the "Leadership Initiative Meeting" on July 25 from 1pm to 5pm (Action by ALL)</p> <p><b>Action #2014-05:</b> Ask Joyce Ganong to facilitate the "Leadership Initiative Meeting" (Action by Soren)</p>

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TOPIC	DISCUSSION HIGHLIGHTS / DIRECTION & DECISIONS	ACTIONS /TIMING
<p>Vital Conversations (continued)</p>	<ul style="list-style-type: none"> <li>• A secondary discussion focussed on the need for timely communication in order to capitalize on windows of opportunity to profile the BICF story.</li> </ul> <p><b>Decision #2014-05:</b> Control the VC message and communicate the “story of the day” in a way that buys time for completion of the formal report</p> <p><b>Decision #2014-06:</b> Draft a policy statement relating to preparation of media releases within a specified number of days following an event</p>	<p><b>Action #2014-06:</b> Prepare a “good news” story for publication in the UnderCurrent (Action by Kathy/Neil)</p> <p><b>Action #2014-07:</b> Circulate a “progress update” to VC participants (Action by Andrea)</p>
<p><b>4 Maggie Cumming Legacy Fund</b></p>	<ul style="list-style-type: none"> <li>• Soren and Kim informed the Board that external dysfunction has paralyzed the granting process and has therefore necessitated a “consultation / due diligence / bridge-building” process to resolve the impasse. This process has led to a revamping of the Terms of Reference for the “Maggie Cumming Committee”</li> <li>• As an outcome, the BICF granting role is changing to a leadership role. In essence, this experience can be viewed as a pilot that will inform the conversation at the upcoming <b>Leadership Initiative Meeting</b>.</li> </ul>	<p><b>Action #2014-08:</b> Meet with Bruce Greyell and consult on TOR (Action by Soren) <b>DONE</b></p> <p><b>Action #2014-09:</b> Bring forward the Draft Terms of Reference for “Maggie Cumming Committee” for review and ratification at the Leadership Initiative Meeting (Action by Kim)</p>
<p><b>5 Strategic Discussion of Board Functions</b></p>	<ul style="list-style-type: none"> <li>• Andrea introduced the Draft Organization Concept Chart that is included as Attachment C. This was the catalyst for a second round of spirited discussion that continued on the themes that emerged under Topic #3 (Vital Conversations).</li> <li>• BICF can lead through action. Credibility is earned over time.</li> <li>• The Board has two leadership functions: 1) create a vision and direction that builds on Vital Conversation; and 2) the day-to-day job of raising money and issuing grants.</li> <li>• Endowments from estates drive what BICF does. Because the spending is prescribed, BICF needs to build our discretionary budget for granting. This means we need a story that we can tell / sell to potential donors. Connect dots. Make things happen.</li> <li>• Donors ask two questions: 1) how much do you want; and 2) what will it fund?</li> </ul> <p><b>Decision #2014-07:</b> The Draft Organization Concept Chart is a start, with the next step being integration with a Venn diagram way-of-thinking (i.e. overlapping circles)</p> <p><b>Decision #2014-08:</b> Establish an annual target for granting (e.g. 5x5, 10x10) that will make a material difference through funding of defined {projects /</p>	<p><b>Action #2014-10:</b> Resume the conversation about the Draft Organization Concept Chart at the Leadership Initiative Meeting on July 25 (Action by ALL)</p>

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	initiatives / themes}, and then ask donors to help BICF achieve the "granting target."	
<b>Next Meeting</b>	Next Board meeting to be held concurrently with the Leadership Initiative Meeting on July 25. It is anticipated that regular Board meeting will be 30 minutes.	