

## Record of Board Meeting #2015-06 on June 23, 2015

<i>Theme: "Taking Stock"</i>		
<b>VENUE:</b>	Artisan Eats Board Room	<b>PARTICIPANTS:</b>
<b>DURATION:</b>	7:08 pm – 9:18pm	1. Neil Boyd
<b>CHAIR:</b>	Soren Hammerberg	2. Joanne Gassman
<b>RECORDER:</b>	Kim A Stephens	3. Jennifer Hall
		4. Soren Hammerberg
		5. Jennifer Pardee
		6. Kim Stephens
		7. Andrea Verwey
		8. Kathy Bellringer
		9. Julia McCaig
		10. Colleen O'Neil

  

TOPIC	DISCUSSION HIGHLIGHTS / DIRECTION & DECISIONS	ACTIONS
<b>Quorum &amp; Agenda</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 26, 2015: Moved by Soren &amp; Seconded by Andrea</li> </ul>	
<b>1 Electronic Decisions</b>	<p>Be it resolved:</p> <p>1) The 2015 Scholarship recipient of the Maggie Cumming Award of \$1000 is Sophie Parke. A cheque in that amount to be provided to Capilano University to the account of the recipient.</p> <p>2) The 2015 Scholarship recipient of the Aaron Sluggett Award of \$1000 is Brenna Rosen. A cheque in that amount to be provided to Capilano University to the account of the recipient.</p> <p>Moved by Soren &amp; seconded by Kim on June 9, 2015. Refer to Attachment #1.</p>	
<b>2 Report from Chair</b>	<ul style="list-style-type: none"> <li>• Soren spoke to four matters.               <ul style="list-style-type: none"> <li>a. <b>Orchard Golf Tournament –</b> <b>Decision #2015-50:</b> Register a BICF team to play in the tournament</li> <li>b. <b>Venue for 2016 Annual General Meeting –</b> Soren reported that we are developing a working relationship with Kathy Bentall of the Hawthorne Foundation <b>Decision #2015-51:</b> Hold at Rivendell venue on Thursday, April 21, 2016</li> </ul> </li> </ul>	

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TOPIC	DISCUSSION HIGHLIGHTS / DIRECTION & DECISIONS	ACTIONS
	<p>c. Valhalla Strata – two Directors donated their honoraria; this is a good news story</p> <p><b>Decision #2015-52:</b> Find an appropriate way to tell the Valhalla good news story (it is not the size of the donation, it is the thought behind it)</p> <p>d. <b>Maggie Cumming Endowment</b> – pending subdivision is projected to result in a \$300K contribution (based on 10% of the projected subdivision value of the subdivided lots; but subdivision application is potentially at risk because of other issues</p>	
<b>3 Report from the Treasurer</b>	<ul style="list-style-type: none"> <li>• Kristen provided a financial overview. Refer to Attachment #2.</li> <li>• BICF has \$260K invested with Vancouver Community Foundation. This generates \$9K - \$11K per year to fund BICF operations. On a practical basis, BICF operating costs are offset by an annual \$10K donation for this purpose.</li> </ul> <p><b>Decision #2015-53:</b> Recognize that BICF will need to transition to a paid Executive Director to do the work of the Foundation as and when the total endowment approaches \$2M.</p>	
<b>4 Strategic Planning Session on June 15</b>	<ul style="list-style-type: none"> <li>• Soren expressed a special thank you to Andrea for a job well done.</li> <li>• Andrea is aiming to provide a Draft Work Plan in time for approval at the July Board Meeting. It is envisioned that this would then drive Committee and Board Agendas</li> <li>• Soren provided a perspective on what the Board has accomplished over the past 2 years, and in particular the past year. In a word, the change has been “dramatic”, mainly as a result of the structuring process coupled with the success of Vital Conversations which has driven action on multiple fronts – with the twin keys being the Donor Committee (Money IN) and the Grants Committee (Money OUT)</li> </ul>	
<b>5 Report from Donors Committee</b>	<ul style="list-style-type: none"> <li>• Refer to report from Joanne about the approach that is proposed for the 2015 Giving Campaign (Attachment #3). The idea for “Friends of the Foundation Ambassadors” resulted in a lengthy discussion about who to include.</li> <li>• <b>Decision #2015-54:</b> Proceed with implementation of a 3-step action plan:               <ol style="list-style-type: none"> <li>a) Invite a “baker’s dozen” (13) representing a broad community cross-section</li> <li>b) Delegate responsibility to the Donors Committee to select 13 ambassadors</li> <li>c) Complete the selection process by September</li> </ol> </li> </ul>	<p><b>Action #2015-30:</b> Suggest names for “Friends of the Foundation Ambassadors”, as well as thoughts on “For Bowen...Forever”, to the Donors Committee (Action by ALL)</p> <p><b>Note:</b> Refer to Attachment #4 for long-list of names suggested.</p>

## Record of Board Meeting #2015-06 on June 23, 2015

TOPIC	DISCUSSION HIGHLIGHTS / DIRECTION & DECISIONS	ACTIONS
Report from Donors Committee	<p>Refer to Attachment #4 for list of individuals named as the “baker’s dozen”.</p> <ul style="list-style-type: none"> <li>• <b>Decision #2015-55:</b> Launch 2015 Giving Campaign with a wine &amp; cheese event at Artisan Eats</li> </ul>	<b>Action #2015-31:</b> Confirm availability of Artisan Eats for wine & cheese party once a date is selected by the Donors Committee (Action by Jennifer Hall)
<b>6 Report on Youth Council</b>	<ul style="list-style-type: none"> <li>• Jennifer Pardee reported that the priority over the summer is to develop a Communications &amp; Marketing Plan.</li> <li>• Start small to be successful. There are many different ways to rollout. The experience of the WVCF, for example, is to let the kids be in charge.</li> <li>• September/October is the target for a membership application process, and November for inaugural meeting.</li> </ul>	
<b>7 Report from Communication Committee</b>	<ul style="list-style-type: none"> <li>• The website is built on an outdated WordPress platform <b>Decision #2015-56:</b> Re-build the website so that it is “mobile friendly” <b>Decision #2015-57:</b> Establish a budget for a professional re-build of the website.</li> <li>• The pending story about the Marg Whitty endowment triggered a discussion as to whether the bursary is restricted to Bowen residents. <b>Decision #2015-58:</b> Initiate a discussion with Dr. Ted Spear and representatives of IPS about the process of implementation of the Bursary and the BICF's current mandate to address needs of Bowen Islanders.</li> <li>• A suggested story about profiling Ross MacDonald in the context of the Youth Council triggered a discussion about profiling both large and small donors (e.g. Valhalla story noted in Item 2c) <b>Decision #2015-59:</b> Feature both a large and small donor in each newsletter.</li> </ul>	<b>Action #2015-32:</b> Meet with IPS to discuss the process of implementation of the Bursary and the BICF's current mandate to address needs of Bowen Islanders (Action by Soren)
<b>8 Maggie Cumming Endowment</b>	<ul style="list-style-type: none"> <li>• In Summer 2014, the Maggie Cumming Endowment consumed considerable time and effort to get a successful structure in place. This provided a model. Since then, BICF energies have been concentrated on other priorities. Now that plans are in place on other fronts, it is timely to inject energy into the Maggie Cumming plan.</li> <li>• Soren read from Soren to provide Directors with a first-hand appreciation of what Maggie Cumming intended. The Terms of Reference for the joint BIM-BICF Implementation Committee are taken verbatim from the language in the will</li> </ul>	<b>Action #2015-33:</b> Meet with Kathy Lalonde to initiate action vis-a-vis the BIM Greenways Committee (Action by Kim & Soren)

## Record of Board Meeting #2015-06 on June 23, 2015

TOPIC	DISCUSSION HIGHLIGHTS / DIRECTION & DECISIONS	ACTIONS
	<ul style="list-style-type: none"> <li>The stated purpose of the Maggie Cumming Endowment is to fund enhancement work on municipal greenways. The explanatory letter appended to Maggie's will provides some latitude for BICF to apply discretion in order to fund educational and/or information resources such as trails mapping.</li> </ul> <p><i>Note: Discussion on this aspect was triggered by another unsuccessful grant application by Bowen Tourism, this one submitted to KKN. Applications from Bowen Tourism have twice been rejected because they were sub-standard. There has been no evolution of concept development. The same material was submitted a year apart to both BICF and KKN.</i></p>	<p><b>Action #2015-34:</b> Define the scope of trails mapping and/or related work that might potentially be funded by the Maggie Cumming Endowment (Action by Kim &amp; Soren)</p>
<p><b>9 Report from Grants Committee</b></p>	<ul style="list-style-type: none"> <li>Refer to report from Andrea (Attachment #5)</li> <li><b>Knick Knack Nook Small Grants:</b></li> </ul> <p><b>Decision #2015-60:</b> Approve payout of grant monies on the Knick Knack Nook's behalf to Bowen Island Community School (\$3750), Bowen Island Arts Council (\$1245) and Bowen Island Rotary Club (\$680) on receipt of \$5731.75 (\$5675 + 1% admin fee) from the Knick Knack Nook.</p> <p>Moved by Andrea &amp; Seconded by Soren</p> <ul style="list-style-type: none"> <li><b>Helping Hand Fund:</b></li> </ul> <p><b>Decision #2015-61:</b> Ask Knick Knack Nook to provide \$10K annual grant for the Helping Hand Fund (in lieu of BICF providing this amount from funds raised through Giving Fund)</p>	<p><b>Action #2015-35:</b> Write letter to Knick Knack Nook suggesting that they provide the \$10K annual grant for Helping Hand Fund (Action by Andrea)</p>
<p><b>10 Decisions &amp; Actions</b></p>	<ul style="list-style-type: none"> <li>The DECISIONS provide guidance by identifying BICF direction and the ACTIONS serve as a check-list for accountability (who does what by when)</li> </ul>	<p><b>Action #2015-36:</b> Compile a summary of the 'Decisions &amp; Actions' for the period Jan-Jun 2015 for review at the July meeting (Action by Kim)</p>

**Kim Stephens**

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**From:** Kim Stephens <kimastephens@shaw.ca>  
**Sent:** June-09-15 7:19 AM  
**To:** 'Soren Hammerberg'; 'Julia McCaig'; 'Jennifer Hall'; 'Colleen O'Neil'; 'kwatson@bimbc.ca'; 'Andrea Verwey'; 'Kathy Bellringer'; 'Neil Boyd'; 'Jennifer Pardee'; 'Joanne Gassman'  
**Subject:** RE: Electronic Decision

Motion seconded.

**From:** sorenandelizabeth@gmail.com [mailto:sorenandelizabeth@gmail.com] **On Behalf Of** Soren Hammerberg  
**Sent:** June-09-15 7:18 AM  
**To:** Julia McCaig; Jennifer Hall; Colleen O'Neil; kwatson@bimbc.ca; Andrea Verwey; Kathy Bellringer; kimastephens; Neil Boyd; Jennifer Pardee; Joanne Gassman  
**Subject:** Electronic Decision

Morning everyone....

Our Grants Committee have been busy. Scholarship applicants have been received and selected. An electronic motion for approval.

Hence:

Be it resolved:

- 1) The 2015 Scholarship recipient of the Maggie Cumming's Award of \$1,000 is Sophie Parke. A cheque in that amount to be provided to Capilano University to the account of the recipient.
- 2) The 2015 Scholarship recipient of the Aaron Sluggett Award of \$1,000 is Brenna Rosen. A cheque in that amount to be provided to Capilano University to the account of the recipient.

Andrea, well done. Arrangements will be made to announce and present these scholarships at their school convocation.

May I ask for a round of applause and your vote to formalize these awards.

Kristen, I will drop by this morning to sign these cheques.

Enjoy the day all,

Soren



# Bowen Island Community Foundation

## Balance Sheet

As of 6/23/2015

Printed: June 23, 2015

Attachment #2

### ASSETS

10000	Chequing Account	11,557.16
10100	Powersaver Account	74,054.63
10110	Term Deposit 2.3%	200,000.00
10200	Equity Shares	26.00

### TOTAL ASSETS

**285,637.79**

### LIABILITIES and FUNDS

30100	Community Impact Fund	51,257.39
30102	Maggie Cummings Fund	6,173.36
30103	Community Hall and Arts Centre Fund	3,793.18
30104	Aaron Sluggett Scholarship Fund	2,247.05
30105	Danielle Dulong Scholarship Fund	0.00
30106	KNN Environmental Sustainability Fund	4,253.29
30107	BIGA Junior Golf Scholarship Fund	2,787.55
30109	Bowen Legacy Fund	201,198.58
30110	Helping Hand Fund	9,310.44
30111	Marg Witty IPS Scholarship Fund	4,616.95

### TOTAL LIABILITIES and FUNDS

**285,637.79**

**Bowen Island Community Foundation**

**Budget Comparison For the period 1/1/2015 to 12/31/2015**

Printed: June 23, 2015

<b>Account</b>	<b>Actual</b>	<b>Budget</b>	<b>Difference</b>
<b>REVENUE</b>			
40100 Tax Receipted Gifts-Comm Impact Fund	7,535.00	75,000.00	(67,465.00)
40111 Tax Receipted Gifts-Marg Witty	2,580.00	0.00	2,580.00
41000 Unreceipted Donations-Comm Impact Fund	200.00	0.00	200.00
41006 Unreceipted Donations-KNN Env Sustain	3,739.00	0.00	3,739.00
41200 Gifts from Other RC-Comm Impact Fund	2,746.85	0.00	2,746.85
41203 Gifts From Other RC-CHAC	288.30	0.00	288.30
41204 Gifts From Other RC-Aaron Sluggett	337.66	0.00	337.66
41207 Gifts from Other RC-BIJGA	144.15	0.00	144.15
41211 Gifts from other RC-Marg Witty	2,083.60	0.00	2,083.60
45000 Interest Income Community Impact Fund	295.86	1,500.00	(1,204.14)
45002 Interest Income-Maggie Cummings Fund	29.36	0.00	29.36
45003 Interest Income-CHAC	13.76	0.00	13.76
45004 Interest Income-Aaron Sluggett	11.77	0.00	11.77
45005 Interest Income Danielle Dulong	1.26	0.00	1.26
45006 Interest Income KKN Fund	20.29	0.00	20.29
45007 Interest Income BIGAJGSF	9.84	0.00	9.84
45009 Interest Income Bowen Legacy	150.58	0.00	150.58
45010 Interest Income Helping Hand	38.44	0.00	38.44
45100 Fund Administration Fees Earned	91.35	5,000.00	(4,908.65)
45103 Fund Admin Fee Paid CHAC	(2.88)	0.00	(2.88)
45104 Fund Admin Fee Paid Aaron Sluggett	(3.38)	0.00	(3.38)
45106 Fund Admin Fee Paid KKN	(37.00)	0.00	(37.00)
45107 Fund Admin Fee Paid BiGAJGSF	(1.44)	0.00	(1.44)
45111 Fund Admin Fee Paid Marg Witty	(46.65)	0.00	(46.65)
<b>TOTAL REVENUE</b>	<b>20,225.72</b>	<b>81,500.00</b>	<b>(61,274.28)</b>
<b>EXPENSE</b>			
50000 Advertising and Promotion	1,076.94	500.00	576.94
50010 Annual General Meeting	3,095.98	2,500.00	595.98
50110 Conference Expenses	4,334.61	3,000.00	1,334.61
50200 Interest and Bank Charges	17.50	50.00	(32.50)
50210 Postage and Courier	304.50	0.00	304.50
50300 Licenses, Memberships and Dues	622.25	650.00	(27.75)
51000 Office Supplies and Expenses	2,148.15	2,500.00	(351.85)
52300 Education and Training	45.00	0.00	45.00

**Bowen Island Community Foundation****Budget Comparison**

For the period 1/1/2015 to 12/31/2015

Printed: June 23, 2015

<b>Account</b>	<b>Actual</b>	<b>Budget</b>	<b>Difference</b>
<b>EXPENSE</b>			
55200 Insurance	756.00	756.00	0.00
56000 Grants to Community Comm Impact	5,100.00	25,000.00	(19,900.00)
56002 Grants To Community Maggie Cummings	1,500.00	0.00	1,500.00
56006 Grants to Community-KKN	5,452.00	0.00	5,452.00
56010 Grants to Community-Helping Hand	3,000.00	0.00	3,000.00
57000 Grants to Vancouver Foundation-Comm Impa	25,000.00	0.00	25,000.00
58002 Scholarship Awarded-MC Fund	1,000.00	0.00	1,000.00
58004 Scholarships Awarded-Aaron Sluggett Fund	2,000.00	0.00	2,000.00
58005 Scholarship Awarded Danielle Dulong	500.00	0.00	500.00
58006 Scholarship Awarded KKN	1,000.00	0.00	1,000.00
<b>TOTAL EXPENSE</b>	<b>56,952.93</b>	<b>34,956.00</b>	<b>21,996.93</b>
<b>NET INCOME</b>	<b>(36,727.21)</b>	<b>46,544.00</b>	<b>(83,271.21)</b>





Soren Hammerberg <sorenhammerberg@gmail.com>

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## BICF / 2016 BICF Giving Campaign "For Bowen...Forever"

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Joanne Gassman <jogassman@gmail.com>  
To: Soren Hammerberg <sorenhammerberg@gmail.com>

Mon, Jun 15, 2015 at 4:37 PM

Hi Soren,

Always a pleasure to chat with you! Here are my very rough notes from today's conversation together with our "next steps". Please feel free to add / delete / provide further context.

2016 Bowen Island Community Foundation Giving Campaign tagline: "For Bowen... Forever"

Concept – put together a group of individuals who are community champions by what they do and where they work and how they act – known as "Friends of the Foundation" or "Friends of Bowen"

Suggested individuals:

Ian Thompson – Fire Chief

Shelagh MacKinnon – United Church minister\*

Ted Spears – Island Pacific School

? – Bowen Island Community School

Kevin Manning – First Credit Union

Louise McIntosh – Bowen Waste

Mary Letson – Community Champion

Piers Hayes – Snug / Rotory

Janice Skeels – Community Champion

\*Shelagh Mackinnon to invite other religious leaders (Buddhist temple/Cates Hill Chappel / Catholic Church)

Role they would play:

1. Act as Campaign "Ambassadors"
2. Ask their respective networks / those who they work with to "consider giving to the BICF"
3. Attend the 2016 Giving campaign launch

Launch of Campaign: Wine and Cheese / location Tuscany? Artisan Eats? –

Proposed agenda:

- Who benefited from the BICF Grants in 2015
- Our focus for 2016
- How you can give (Changeit/PAD's/On-line/by cheque)
- Announce the Friends of Foundation (Ambassadors)

Next steps:

- Ask Donor committee for input / thoughts
- Present at next Tuesdays Board meeting for further discussion/agreement and key contacts for suggested ambassadors/Friends of the Foundation:

Talk soon!

Joanne



Soren Hammerberg <sorenhammerberg@gmail.com>

**BICF / 2016 BICF Giving Campaign "For Bowen...Forever"**

Joanne Gassman <jogassman@gmail.com>  
To: Soren Hammerberg <sorenhammerberg@gmail.com>

Mon, Jun 15, 2015 at 4:37 PM

Hi Soren,

Always a pleasure to chat with you! Here are my very rough notes from today's conversation together with our "next steps". Please feel free to add / delete / provide further context.

2016 Bowen Island Community Foundation Giving Campaign tagline: "For Bowen...Forever"

Concept – put together a group of individuals who are community champions by what they do and where they work and how they act – known as "Friends of the Foundation" or "Friends of Bowen"

*"Bowen Dozen"*

Suggested individuals:

- ~~Aan Thompson~~ – Fire Chief
- ~~Shelagh MacKinnon~~ – United Church minister\*
- Ted Spears – Island Pacific School
- ? – Bowen Island Community School
- Kevin Manning – First Credit Union
- Louise McIntosh – Bowen Waste
- Mary Letson – Community Champion
- Piers Hayes – Snug / Rotory
- ~~Janice Skeels~~ – Community Champion

*Scott  
8 later*

- Ian Drayson
- Kristin Jarvis
- Alice Jennings
- Shelley McK
- Ted Spear, Ted.
- Janice McIntosh
- Kevin Manning
- Mary Letson
- Piers Hayes
- Murray Atlanta
- Alicia
- Noah Price Jones

\*Shelagh Mackinnon to invite other religious leaders (Buddhist temple/Cates Hill Chappel / Catholic Church)

Role they would play:

**Kim Stephens**

**From:** Andrea Verwey <andrea.verwey@greenvalentine.com>  
**Sent:** June-23-15 3:54 PM  
**To:** 'Soren Hammerberg'; 'Neil Boyd'; 'Kathy Bellringer'; 'kimastephens'; 'Jennifer Hall'; 'Jennifer Pardee'; 'Joanne Gassman'; 'Julia McCaig'; 'Colleen O'Neil'; kwatson@bimbc.ca  
**Subject:** Grants Committee: a report ahead of tonight's meeting  
**Attachments:** Memo to KKN Board June 19.docx; May 2015 KKN Small Grants Decisions.docx

Hello,

I write with a quick update from the Grants Committee ahead of tonight's meeting. It includes a straightforward motion for your consideration.

<b>Community Impact Grants</b>	The deadline for grants applications is this Friday, June 26 <sup>th</sup> . We have received two applications so far, and expect to receive many more closer to the end of this week. We will be posting reminders on the Phorum and on our Facebook page early tomorrow. If you know anyone who has expressed an interest in applying, please be sure to remind them of the deadline and, if you know they are struggling with the deadline, have them contact me direct.
<b>Knick Knack Nook Small Grants</b>	<p>Andrea worked with Betty Dhont and Dorothy Geisler of the KKN Grants Committee to select the recipients of the second and final round of 2015 Social Sustainability and Environmental Sustainability Grants. The following grants were recommended to the KKN Board yesterday, and approved:</p> <ol style="list-style-type: none"> <li>1. \$3,750 to the Bowen Island Community School for a bottle filling station and water fountain at BICS for students and the community</li> <li>2. \$1,245 to the Bowen Island Literacy Task Force for two programs: (1) the Wild Art program targeting Island educators and parents; and (2) the Goose on the Loose early childhood program at Family Place</li> <li>3. \$680 to the Rotary Club of Bowen Island to cover the costs of printing and distributing their 2015 Island Trail Map to all residents of Bowen Island</li> </ol> <p>I attach my memo to the KKN Board about the grants, and a more detailed, <b>confidential</b> description of the applicants' projects.</p> <p><b>Motion:</b> To approve the payout of grant monies on the Knick Knack Nook's behalf to the Bowen Island Community School (\$3,750), Bowen Island Arts Council (\$1,245), and the Bowen Island Rotary Club (\$680) on receipt of \$5,731.75 (\$5,675 + 1% admin fee) from the Knick Knack Nook.</p>
<b>Report on Bursaries and Scholarships</b>	<p>The Aaron Sluggett Memorial Scholarship of \$1,000 was presented to Brenna Rosen after Aaron's Run on June 14<sup>th</sup>. We are following up to get a photo of that presentation to include on the Facebook page/website/newsletter.</p> <p>The Maggie Cumming Legacy Scholarship of \$1,000 was awarded to Julia Sharpe at her Graduation Ceremony at Rockridge earlier this month.</p> <p>The Knick Knack Bursary Committee received six applications, and undertook its own selection process under the leadership of John Lawrence. We have not heard about the outcome yet, but will publicize it in the normal course.</p> <p>The Bowen Island Junior Golf Scholarships of \$500 each were awarded to Lucas Puri (graduating from Windsor Secondary School) and Jack Welsh (finishing his 1st year at UBC, Okanagan).</p>

**Next Committee meeting**

Our next Committee meeting will be on Monday, July 13<sup>th</sup>. In addition to making first round decisions on the Community Impact Grants, we will be discussing the Neighbourhood Small Grants Program and how best to get its planning underway.

Kind regards,  
Andrea



**BOWEN ISLAND  
COMMUNITY  
FOUNDATION**

## **MEMO**

**TO:** Knick Knack Nook Re-Use It Society Board

**FROM:** Betty Dhont (Director), Dorothy Geisler (Director), and Andrea Verwey (BI Community Foundation Grants Committee Chair) – Nerys Poole and Cheryl Evans were unavailable for the May 2015 round

**SUBJECT:** **Recommendations for the May 2015 Small Grants Recipients**

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On behalf of the Small Grants Program Grants Selection Committee, we write to seek the Board's approval of our recommendations flowing from the May 2015 granting round (the second for 2015).

We have included full details of the six applicants, their projects, rankings and our decision-making notes in the attached document. In summary, there were six applications for the available combined grant funds of \$6,298. We recommend awarding grant monies totalling \$5,675 to the following three applicants:

1. \$3,750 to the Bowen Island Community School for a bottle filling station and water fountain at BICS for students and the community
2. \$1,245 to the Bowen Island Literacy Task Force for two programs: (1) the Wild Art program targeting Island educators and parents; and (2) the Goose on the Loose early childhood program at Family Place
3. \$680 to the Rotary Club of Bowen Island to cover the costs of printing and distributing their 2015 Island Trail Map to all residents of Bowen Island

There is \$623 left over for further granting in 2015. If no further granting needs are identified by the Knick Knack Nook Board in 2015, the Committee proposes that the funds be carried over into the 2016 Small Grants Program.

### **Recommendations**

1. That the Board approves the transfer of \$380 from the Social Sustainability Grant Fund to the Environmental Sustainability Grant Fund to cover the costs of the grants to the Bowen Island Community School and the Bowen Island Literacy Task Force's Wild Arts Program (\$4,120 available + \$380 top-up = \$4500).
2. That the Board approves the transfer of \$5,675 + 1% admin fee to the Bowen Island Community Foundation for the payout of grant monies on the Knick Knack Nook's behalf to the Bowen Island Community School (\$3,750), Bowen Island Arts Council (\$1,245), and the Bowen Island Rotary Club (\$680).

# May 2015 Applicants for KKN Small Grants Program

## ENVIRONMENTAL SUSTAINABILITY GRANTS

Summary of [criteria to be applied](#) – weighting in brackets for a score out of 10:

1. Will contribute to the environmental responsibility of the community (5)
2. Supported by a network of volunteers (3)
3. Creates intergenerational linkages (2)

Group applying and contact person	Project	Grant awarded	Scoring out of 10	Selection Committee Notes
<b>Bowen Island Community School</b> Sarah Haxby, Community School Coordinator	Bottle filling station and water fountain at BICS for students and the community: grant to cover purchasing, shipping, and installing the fountain.	\$3,750	7	The applicant confirmed that the ongoing filter and maintenance costs have been planned for -- PAC/CSA/BICR have committed to contributing the approx. \$900/year required to replace the filters and maintain the unit.
<b>Bowen Island Literacy Task Force</b> Kelly Matzen, Bowen Literacy Outreach Coordinator	Extending the Wild Art Program to three fall programs that will be free to participants: <ul style="list-style-type: none"> <li>• 2 offerings of <i>Wild Art For Educators</i>, a 3-hour workshop for Island educators at BICS, BCC, Montessori, IDLC</li> <li>• 1 offering of <i>Wild Art For Parents</i>, a 3-hour workshop</li> <li>• 2 offerings of <i>Wild Art for Families</i>, a 3-hour workshop</li> </ul>	\$750	7	The amount sought was \$950. The Committee felt that the most sustainable part of this project was the “train the trainer” component – teaching the educators and parents, and adjusted the grant amount to: (1) cover the full cost of these first two programs; and (3) contribute towards the family workshops so that they may be offered at a subsidized rate, or have the fees waived for particular families in need.

Total money granted: **\$4500;**

Money remaining from \$5,000 available for 2015: **\$4,120**

Money to be transferred from the remaining grant monies in the Social Sustainability fund to cover the difference: **\$380**

# May 2015 Applicants for KKN Small Grants Program

## SOCIAL SUSTAINABILITY GRANTS

Summary of [criteria to be applied](#) – weighting in brackets for a score out of 10:

1. Will contribute to the social sustainability of the community (5)
2. Supported by a network of volunteers (3)
3. Creates intergenerational linkages (2)

Group applying and contact person	Project	Grant awarded	Score	Grant awarded	Committee Notes
<b>Tourism Bowen Island</b> Murray Atherton, Chair of Tourism Bowen Island	Interactive Trail Map Project: (1) professional services to help build the website, create the map and data layers, and coordinating community parties; and (2) print materials – maps, posters, QR code cards.	\$2,000	2	No	The initial grant sought was \$5,000. We advised the applicant that there was just over \$2,000 left in the pot for 2015. John Dowler acknowledged the email and said they would revise their request. We did not receive the revision, but assumed that the new amount sought would be in the \$2,000 ballpark.  The Committee agreed that tourism initiatives do not generally fit within these grant’s mandate, as they are not for the direct benefit of Bowen Island residents enjoying their community.
<b>Bowen Island Literacy Task Group</b> Kelly Matzen, Bowen Literacy Outreach Coordinator	Goose on the Loose early childhood learning program at Family Place – 10 sessions during Fall 2015 offered free to Bowen parents with children 0-2	\$575	6	\$495	The BILTC applied for \$1,575 in February 2015 to cover 3x10 week sessions. This renewed application for a \$575 is for a single 10 week session



# May 2015 Applicants for KKN Small Grants Program

Group applying and contact person	Project	Grant awarded	Score	Grant awarded	Committee Notes
<b>Bowen Island Community Transit Limited</b>  Richard Smith and David Hocking on behalf of Peter King, owner of BI Community Transit Ltd	Peter King's bus company incurred a deficit of \$7,500 during the 6 month trial of the through bus to downtown Vancouver. This application seeks a grant to reimburse the company for that deficit, allowing it to continue building its ridership to a break-even level.	\$7,500	n/a	No	This application has been made for both types of available grants: Environmental Sustainability and Social Sustainability. We considered it under social sustainability because it seems a better fit, and advised the applicant that the request was well in excess of the available pot of \$2178  The Committee decided that while the through bus is a worthwhile endeavour, it cannot fund for profit ventures.
<b>Rotary Club of Bowen Island</b>  Hilary Butler, Projects Director	Distributing the 2015 Parks and Trails Guide (a 20 page brochure) to every Bowen Island resident via Canada Post.	\$680	8	\$680	Rotary originally sought the fund's help with a larger print run of the brochure so that they could make it available to the public at the Info Centre and retail locations. Since the request, we have confirmed that the maps are available at the Info Centre by donation – and the donations to date are covering the cost of production.  The Committee was very interested in helping with the distribution of the maps to Bowen Island residents separate from the tourist distribution. It asked the applicant to provide the total cost for the mailing out the brochures – it is 1305 brochures @ 35 cents each + Canada Post mail drop of \$216.30. Rotary is very pleased with this granting outcome.

Total money sought: **\$10,755**

Money remaining from \$5,000 available for 2015: **\$2,178**

Total amount granted from this fund: **\$1,175**

Money to be transferred to the Environmental Sustainability Fund: **\$380**

Balance remaining for granting in 2015: **\$623**

Updated on June 23, 2015 by Andrea Verwey, BI Community Foundation Grants Committee and member of the KKN Grants Committee