

## Record of Board Meeting #2016-04 on May 24, 2016

<b>VENUE:</b>	Caring Circle	<b>PARTICIPANTS:</b>	<b>NOT ABLE TO ATTEND:</b>
<b>DURATION:</b>	7:00pm – 9:00 pm	<b>10. David Podmore</b>	
<b>CHAIR:</b>	Soren Hammerberg	1. Neil Boyd	
<b>RECORDER:</b>	Neil Boyd	2. Henry Campbell	
		3. Michael Cornelissen	
		4. Joanne Gassman	
		5. Jennifer Hall	
		6. Soren Hammerberg	
		7. Julia McCaig	
		8. Jennifer Pardee	
		9. Kim Stephens	

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 and Motion to approve Record of meeting of April 26th, 2016: <b>Moved by Soren and seconded by Neil Boyd</b></li> </ul>	
<b>1 Electronic Decisions</b>	None	
<b>2 Report from Chair</b>	<p>Soren spoke to the work of the Donors' committee; an event will be held on September 18<sup>th</sup> at the home of Soren and Elizabeth: a cocktail reception for major donors to the Foundation. On October 28<sup>th</sup> the Bowen International Wine Festival will be held at the CNIB Lodge; the Foundation will serve as hosts for this event, and it will also represent an opportunity to launch the 2016 donors campaign.</p> <ul style="list-style-type: none"> <li><b>Scholarship Revamp and website updates:</b> Soren noted the work done by Henry Campbell in revamping the scholarship information on our website and congratulations were offered to Henry, by all Directors, for the response to date.</li> <li><b>Orchard Golf Tournament, July 28<sup>th</sup>, 1:30 p.m:</b> The Orchard has asked the Foundation for involvement in their annual tournament. We hope to have one or two teams of Directors represented.</li> <li><b>Canada 150 Celebration:</b> Soren confirmed that we would not be participating as a Foundation in the Canada 150 celebration, given the lack of a direct connection</li> </ul>	<p><b>ACTION #2016-18:</b> Major donors will be invited to a cocktail reception on September 18<sup>th</sup>, to be held at the home of Soren and Elizabeth (Action: Soren).</p> <p><b>ACTION #2016-19:</b> The Foundation will serve as hosts for the Bowen International Wine Festival at the CNIB on</p>

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	<p>between that event and the work of the Foundation.</p> <p style="text-align: center;"><b>DECISION 2016 - #27:</b> Resolved that the Bowen Island Community Foundation will not participate, as an entity, in the Canada 150 celebration.</p> <ul style="list-style-type: none"> <li>• <b>Administrative Assistant:</b> Soren reported that he and Joanne had been investigating the possibilities of hiring an administrative assistant, looking at projected costs and the possibility of sharing a position with the Sunshine Coast. David Podmore to be consulted on this issue.</li> <li>• <b>Financial Advisory sub-committee:</b> Soren reported that it might be appropriate to convene a meeting of a financial advisory sub-committee, a subsidiary of the donor committee. Michael suggested the possibility of Gordon Orlikow.</li> <li>• <b>Vancouver Foundation Planned Giving Initiative:</b> Soren noted that he has been working with a number of individuals regarding bequests to the Foundation; we will receive \$10,000 from the Foundation after a binding commitment has been made by an individual.</li> <li>• <b>Accountability for Grants:</b> Soren indicated, with input from Kim, that the grants committee will be putting in place a structure of accountability for funds provided to grantees.</li> <li>• <b>Update on Youth:</b> Soren indicated, with input from Jen Pardee, that there will be a potluck for youth on Saturday the 28<sup>th</sup>; the skateboard park proposal is proceeding, and there seems to be very good support for the initiative from Bowen youth.</li> <li>• <b>Communications Committee Newsletter:</b> The newsletter for spring has been prepared and will be placed on our website within the next week to 10 days, highlighting the AGM and our 2016 grant recipients.</li> <li>• <b>Meeting Venue/Cost:</b> The issue of location for our future meetings was discussed. The cost of the Boardroom at Artisan Eats is approximately \$80 for each meeting, and \$25 at Caring Circle.</li> </ul> <p style="text-align: center;"><b>DECISION 2016 - #28:</b> Resolved that the Bowen Island Community Foundation will hold its future monthly meetings at Caring Circle.</p>	<p>October 28<sup>th</sup>.</p>
<p><b>3 Report from the Treasurer</b></p>	<ul style="list-style-type: none"> <li>• Treasurer Michael Cornelissen reported briefly on the performance of BICF funds with the Vancouver Foundation, indicating modestly positive returns for the first four months of 2016.</li> </ul>	

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<p><b>4 Strategic Discussions 2016-2017</b></p>	<ul style="list-style-type: none"> <li>• The Board spent a good portion of the May meeting looking at our Action Plans for 2016, guided by the four pillars of the 2015 Action Plan: leaders in community philanthropy, engaged donors, a strong foundation, and providing a compelling story. After breaking into groups to discuss our priorities for the year ahead, the Board concluded that we were making good progress in each of these areas.</li> <li>• Specifically, we are undertaking an expanded role for the provision of scholarships, have integrated Knick Knack Nook funding into our granting programs, and have recently committed to providing education and support for Bowen non-profit organizations.</li> <li>• We are also doing well with donors, having increased our financial support in each of the last three years, and are now creating a strategy of segmentation of the market for our various donors.</li> <li>• We are putting in place a system of accountability for grants received, and have assembled and updated our existing policies. Kim is preparing the revised and updated short-term action plan, as discussed.</li> <li>• Finally, we continue to get our message out to the community through our newsletter, occasional contributions to the Undercurrent and the Bulletin, and by updating the content and design of our website.</li> <li>• With respect to a more systematic strategic plan, the Board agreed to plan for a full day or half day of strategic planning in the spring of 2017, and to consider a revisiting of vital conversations with the Bowen Island community in 2018.</li> </ul> <p style="text-align: center;"><b>DECISION 2016 - #29:</b> Resolved that the Bowen Island Community Foundation will hold a full strategic planning session in the spring of 2017.</p>	

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<b>TOPIC</b>	<b>DISCUSSION HIGHLIGHTS / DIRECTION &amp; DECISIONS</b>	<b>ACTIONS</b>
<b>9 Future Meetings</b>	Next meetings of the Board to be held:  Wednesday July 6, 7:00 p.m. Tuesday July 26 <sup>th</sup> , 7:00 p.m.	