

Record of Board Meeting #2017-03 on Mar. 28, 2017

Theme: "Announcement of Grants"

VENUE:	Bowen Lodge	PARTICIPANTS:	NOT ABLE TO ATTEND:
DURATION:	7:00 pm – 8:20 p.m.	1) Jennifer Hall (acting Chair)	9) Soren Hammerberg
CHAIR:	Soren	2) Julia McCaig	10) David Podmore
RECORDER:	Julia	3) Neil Boyd	11) Michael Cornelissen
		4) Jennifer Pardee	
		5) Joanne Gassman	
		6) Holly Graff	
		7) Kim Stephens	
		8) Larry Lunn	

TOPIC	DISCUSSION HIGHLIGHTS / DIRECTION & DECISIONS	ACTIONS
Quorum & Agenda	Quorum declared by Jennifer MOTION to approve Agenda and MOTION to approve Record of Meeting on February 28, 2017 MOVED by Jo SECONDED by Neil	
1 Electronic Decisions	Recording of Electronic Decisions: None	
2 Chair's Report	<ul style="list-style-type: none"> • Helping Hand reconfiguration. May 5 Executive Committee meeting with Shelagh Mackinnon/Bob Andrew to discuss delivery partnership. LRC withdrawing due to tax concerns and CHC hesitant due to structure and time constraints. Considerations, in absence of a confidential delivery partner, is to create the BICF's own charity or to grant Helping Hand proceeds to existing charities on Island that substantially meet the mandate i.e. Food Bank, Christmas Hamper, the Legion, etc. Full Board discussion pending. In interim, Helping Hand Committee remains intact and meeting monthly. • Strategic session Saturday June 24, 2017. Michael, Dave and Larry and Soren to liaise and discuss format with Gordon Orlikow. 	

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	<p>Board (and spouse/partner) dinner to follow at Soren and Elizabeth's home.</p> <ul style="list-style-type: none"> The board agreed that Hamish Brian will be the newest Ambassador to join the others. 	
3 Administrator's Report	<p>Julia reported briefly that AGM planning is going well, that we still need set up and tear down crews. Planning and coordination is ongoing for Strategic Planning Session and Vital Conversation Event. See Administrator's Report (attachment #1)</p>	
4 Treasurer's Report	<ul style="list-style-type: none"> Preparation of 2016 tax returns and 2017 Director's Societies Act registration and ensuring compliance with new BC Societies Act of November 2016; all in process 	
5 Vital Conversation	<ul style="list-style-type: none"> Jo reviewed messaging and to confirm with board that they're in agreement Re: Tom James, they received good feedback from Joyce and Kathy. His fee last time was \$3,700, this time he's quoting \$4,850. After some discussion it was felt that we should approach him to request a review of his fee, given that he is familiar with our Foundation and our community May or June (6 hours) performs facilitator training for 4-5 hours (train the trainer) plus approximately 4 hours the day of the event and after the event he verifies our final report Board requested Jo and Holly to ask Tom James if this is the "best price" in essence, to see if he could reduce his price, given that he has previously worked with our Foundation and that some of the work would be repetitive Jo/Holly to ask Tom James to attend our May 23 meeting Discussion regarding structure of the event: There will be 10 facilitators and 10 scribes. They will try to balance 3 board members as facilitators...the balance would be scribes...Henry, 	<p>Action #2017-06: Jo and Holly to:</p> <ul style="list-style-type: none"> approach Tom James to ask if he could reconsider his fee based on previous work done for us coordinate date for facilitator training to take place with Tom James invite him to attend our May 23 meeting <p>Action #2017-07: Board requested to have conversations with people in the community to show</p>

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	<p>Kim, Jen, Jo, Holly, Soren and Julia to attend the event. The feeling is we don't want to dominate the event with the entire board being present.</p> <ul style="list-style-type: none"> • do a "dear community" letter - list last 7 items, and show what did happen – could each board member take one item on and have conversations with people in community to show what we did in the 2014 VC event and let them know we're doing it again. • voices from community (community influencers) i.e. Joan Hayes, Shelagh MacKinnon...12 to 15 people, small group conversations. Ask them who they would invite from each of the 7 topics. • what do we get from the Community influencers in terms of who do we invite – 30 people that we know, then 30 more from the broader community that we invite who provide representation from as many different. No elected officials from last time...must be kept a political • carousel system was suggested by Jen P. allows other people to build on everyone's ideas, more collaborative • core committee will work on this – board needs to let them know who we need to be talking to • committee set their next meeting date: April 10, 7pm at Jo's house 	<p>what we did with the information taken from the 2014 VC events and let them know we're doing it again. Ask for their input.</p> <p>Action #2017-08: Jen P. to procure Bowen Island <i>Communities in Bloom</i> report from Maureen Nicholson</p>
<p>4 Grants Committee</p>	<p>The Grants Committee submitted their report (attached), complete with their recommendations, for award of four 2017 Community Impact Grants. Previously, the Board approved their recommendation to award \$2500 to complete the BICS Playground Upgrade. Hence, the focus of the report is on the other three applications.</p> <p>On March 21st, the committee conducted three highly successful interviews. They reported feeling exceptionally upbeat about the process and the outcome.</p>	<p>Action #2017-09: Kim to send out letters advising recipients of decisions</p> <p>Action #2017-10: Henry to write an article and ad for</p>

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	<p>Applicants were well-prepared and enthusiastic and the committee was impressed that they made the effort to prepare written responses to the set of questions. The interview process works, and works well, in terms of building relationships.</p> <p>They believe that, due to the combination of good luck and good planning, everything has fallen into place and they arrived at the right mix of grant allocations.</p> <p>In short, the process and our recommendations are well-documented.</p> <p>Significantly, we have observed a progressive strengthening of the granting process as, each year, applicants have been rising to the occasion to meet the Foundation's expectations. We continue to raise the bar, and the best applicants continue to elevate their game to attain the bar. The trend-line is indeed on a steep trajectory upwards.</p> <p>The committee was wholeheartedly congratulated by the board. Recommendations are:</p> <p>Decision #2017-10 "BE IT RESOLVED THAT: The 2017 CI grant applications, process and results be disclosed to Andrea Verwey in her capacity as BICF appointee to the BIM grants Committee. It is understood that Andrea will respect the confidential nature of this material and not disseminate in printed form. The material is intended for Andrea Verwey to help guide the BIM grants process and to identify overlaps in community grant applications." MOVED by Kim, SECONDED by Henry</p> <p>Decision #2017-11 "BE IT RESOLVED THAT: The Foundation will act on behalf of the Knick Knack Nook Small Grants Program to payout eight (8) grants pursuant to the 2017 Call for Grant Applications, and for the amounts as listed in the table below. MOVED by Kim, SECONDED by Neil</p>	<p>scholarships</p> <p>Action #2017-11: Jen and Neil to write an article for submission to the Undercurrent for the April 13th deadline</p>

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Applicant	Project Name	Category	Grant Request	Grant Requested	Considerations Supporting the Recommendation	
1	Bowen Island West Side Children's Park	Bowen Island West Side Children's Park	Families	\$15,000	\$15,000	<ul style="list-style-type: none"> Well planned & well advanced Completion scheduled for Fall 2017 Meets the test of "community impact" 3:1 leveraging of in-kind/cash Aligns with the BIM vision to create "parklets" Commitment from Ross Beatty for \$10K donation In-kind commitments secured to get park built Grant would be spent on materials BIM extending blanket liability insurance coverage
2	Bowen Bike Park Working Group	Bowen Bike Park	Youth	\$15,000	\$ 4,000	<ul style="list-style-type: none"> Well-presented but still a year away from fruition Mantra is "build it & they will come" The item on the critical path is need for a design to establish firm budget estimates: Catch-22 situation If we provide seed money for design, that may be the difference-maker in achieving critical mass BIM extending blanket liability insurance coverage
3	Bowen Island Community School	"Community-sized" screen & projector for permanent installation in BICS gym	Community Gathering Place	Range: \$7800 to \$9000	\$ 8,500	<ul style="list-style-type: none"> Well thought out Completion scheduled for 2017 Impact would be great Timing is right because of cost efficiencies resulting from scheduled floor replacement later this year 2/3 funding already committed
4	Bowen Island Community School Association	Community Playground Equipment – supplementary grant	Community Gathering Place	\$2,500	\$ 2,500	<ul style="list-style-type: none"> Approved by the Board on Feb 28/17
GRAND TOTALS			\$30,000	\$30,000		

MOVED by Kim, SECONDED by Jo.

Scholarships

Henry felt it should be based on academic, board agreed. Firstly academic, but a tie breaker condition will be that students must have a demonstrable connection to Bowen.

Decision #2017-13: "BE IT RESOLVED THAT:

1. For the creation of a Community Impact scholarship in the amount of \$1K selected on the basis of academic achievement.
2. For the creation of a Community Impact Scholarship for a student pursuing a career in the trades in the amount of \$1,000.00."

MOVED by Jo, **SECONDED** by Neil.

Henry to write an article (indicating this was a new initiative that flowed out of our 2016 Giving Campaign) and prepare an ad for scholarships. Jen and Neil

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	<p>to write an article for submission to the Undercurrent for the April 13th deadline. See Reports from Grants Committee:</p> <ul style="list-style-type: none"> - 2017 Community Impact Fund Grant Program (attachment #2) - 2017 Community Impact Fund Grant Program Supporting Details (attachment #3) - 2017 KKN Small Grants Program Report (attachment #4) - 2017 BICF Scholarships Report (attachment #5) 	
6 Next Meetings	<ul style="list-style-type: none"> • AGM: Friday April 28 5:00 p.m. board photo shoot, 6:00 p.m. pre-AGM board meeting, 7 p.m. (<i>Cates Hill Chapel</i>) • CFC CONVENTION – Ottawa – May 11-13 • REGULAR BOARD MTG: Tuesday May 23 7:00 p.m. (<i>Bowen Lodge Board Room</i>) to include Tom James • STRATEGIC PLANNING SESSION: Saturday June 24, 2017 10 a.m. – 2 p.m. (<i>Bowen Lodge "Bowen Room" main lodge</i>) (Potluck dinner to follow at Soren and Liz's at 6pm) • REGULAR BOARD MTG: Tuesday June 27, 2017 7:00 p.m. Bowen Lodge Board Room 	