Theme: "Review of Giving Campaign"								
VENUE:	Bowen Lodge (Boardroom)	PARTICIPANTS: 1) Henry Campbell	NOT ABLE TO ATTEND:					
DURATION:	7:00pm – 9:15pm	Michael Cornelissen (for Treasurer's report only, via Facetime)	11) Neil Boyd 12) Kim Stephens					
CHAIR:	Soren Hammerberg	3) Joanne Gassman4) Holly Graff5) Jennifer Hall						
RECORDER:	Julia McCaig	6) Soren Hammerberg 7) Larry Lunn 8) Julia McCaig 9) Jennifer Pardee 10) David Podmore						

	TOPIC	ACTIONS	
	Quorum & Agenda	Quorum declared by Soren MOTION to approve Agenda and MOTION to approve Record of Meeting of November 28, 2017 MOVED by Soren SECONDED by Jo	
1	Electronic Decisions	Recording of Electronic Decisions: Decision #2018-01: Recording of Electronic Decisions: "BE IT RESOLVED that the budget for 2018 from the Community Impact Fund be set at \$35,000. Approved by the Board electronically January 10, 2018".	
2 3	Introduction Helping Hand Committee	 Introduction and welcome of new Board member Sheree Johnson Spencer Grundy presented an annual update of the work of the Helping Hand Committee with regard to 2017 grants, the process of grant selection and discussion of 2018 budget. It was proposed that the budget remain the same as in previous years, \$10,000. \$5,000 of this is anticipated from the Knick Knack Nook. Louise McIntosh has been welcomed as a new committee member discussion and approval of definitive grant criteria in accordance with the Constitutional Amendment Spencer reported that the HH fund covered all groups and ages, that no one is falling through the cracks and that it is working well. there are challenges in determining who these people are, yet maintaining anonymity, but overall the people who come to the HH, really need it. They do not assist with ongoing needs such as rent, rather quite often it is an urgent health issue. 	Action #2018-01 The HH committee will review the "terms of reference". A draft to Michael Blatchford at Norton Rose. Larry and HH Committee Action #2018-02 Review both the

	TOPIC	DISCUSSION HIGHLIGHTS / DIRECTION & DECISIONS	ACTIONS
		 he commented that the "impoverished or low income" definition can be construed in different ways. While they have no way to definitively determine this, however potentially low income could mean for the month or a temporary time period. Sometimes their discussion is over family money availability, legitimacy of hardship and so on. The board encouraged the HH committee to discuss with Larry and Soren if in there are issues with determining legitimacy. discussion ensued around the wording on the Helping Hand Fund draft terms of reference drafted by Larry and strict adherence to every point. Spencer said the committee has concerns about their scope being narrowed around these 5 questions/criteria they want to continue granting as they have in the past, but appreciate the need to ensure they're compliant. The board deferred to the HH committee for discussion and with Larry's assistance, a draft will be forwarded to Michael Blatchford at Norton Rose. this is the only year the budget wasn't fully expended. people can only apply once however on rare occasions a second grant has been funded. the hiatus in funding availability created a bit of unrest. Spencer was advised the structural change allows the Foundation to now issue cheques directly, that confidentiality is assured, with just Larry, the Treasurer/Chair being aware of recipients. Spencer will be stepping down in a couple of months – Louise McIntosh will be filling his role. Jo suggested a float be available at the General Store. HH fund could have partial funds earmarked for other small charities such as food bank and Christmas hamper. We need to do due diligence around funding other organizations. Larry was asked to review both organizations and report back. Decision #2018-02: "MOTION to approve the budget for the Helping 	Bowen Island Food Bank and the Christmas Hamper (in anticipation of granting to them). Larry
	Treasurer's	Hand Fund of \$10,000 as proposed." MOVED by Soren SECONDED by Holly.	
4	Report	 Review of 2017 Giving Campaign Comparison to 2016 Expense ratio of overhead relative to assets Draft December 31 statements were completed by Jan10, they need to reconcile with Vancouver Foundation in addition to being reviewed by the Finance Committee operating expenses include administrator plus legal fees for setting up new constitution and VC event we are well within the limits of administrative costs ratio of not for profit organizations Soren suggested doing a comparison report at AGM – if we showed similar pie chart and 2016/2017, it would explain 	

	TOPIC	DISCUSSION HIGHLIGHTS / DIRECTION & DECISIONS	ACTIONS
		 differential it was noted that large one time grants combined with a strong increase in the grassroots donations of small amounts impacted 2017 numbers Bowen Legacy, Foxglove and First Credit Union funds made a significant difference between the two years we had a 50% revenue increase over last year, spread out over almost double the number of donors 223 households donate which is about one quarter of the island the number of donations under \$200 have increased HH fund received the 3rd highest amount of donations, after Aaron Sluggett and the Community Impact fund Witty has approximately \$60K now inactive funds aren't attracting donations - CHAC is a good example largely increases were grassroots - 63% more the number of donors increased from 140 to 223 average gift has changed from \$1,300 to \$1,127 (reports attached) 	
5	Vital Conversations Launch	 Presentation of final report – Decision #2018-02: "BE IT RESOLVED that Vital Conversation 2017 Report was presented for approval." MOVED by Jo, SECONDED by Jen P. It was standing room only at Doc Morgan's, kudos to Jo and Holly. The report was also presented to council by Holly, Soren and Sheree at their January 22nd council meeting. Discussion point: How do the findings of the VC Report impact our current grant cycle? The board will speak directly with municipal councillors/committees to ensure they are in receipt of copies and will be working to incorporate the VC outcomes into their strategic planning. 	Action #2018-03 Board members will discuss the report to see what assistance they need to utilize these findings. Gary Ander, Michael Kaile, Donna & Katherine Soren & Julia Alison & Maureen Holly Community Grants Advisory Committee (Andrea Verwey) Jo
6	Administrator's Report	 Julia reported on Sea to Sky Community Foundation meeting on January 15 - of note: Whistler CF just did an estate planning workshop which was standing room only. Through that event they received a \$250K flow through donation. current status of website update (reported by Holly in Communications Committee verbal report) 	

	TOPIC	DISCUSSION HIGHLIGHTS / DIRECTION & DECISIONS	ACTIONS
		 accumulating hours – there are almost 40 hours in the "volunteer pool" which should be under control by the end of March as hopefully things are quietening down Strategic Action Plan disseminated to respective Committees - Julia reminded Committees to address all outstanding topics by the March Board meeting 	
7	Grants Committee	 as everyone is aware, Kim is on leave of absence to address his health Dave has stepped in as Interim Grants Chair discussion of grants process and timelines culminating in successful Grants being publicly announced at the AM Friday May 4th 	Action #2018-04 Send out updated schedule of Grants Committee timelines Dave
		 Dave will send out the updated schedule of Grants Committee timelines confirmation of KKN budget for grants and contribution to HH Fund scholarships: Vallee Scholarship \$1,200 – Henry reported we've received a cheque back from University of Northern Ontario – Henry has tried to contact student – he emailed and advised that we'll hold on to it July 30, 2018. 	Action #2018-05 Report to Donna at KKN to determine if they want to contribute more to their endowed fund.
		i. Discussion of scholarship policies in place	Soren
		ii. Privacy issues with respect to parents	
		 Soren will report to Donna at KKN to determine if they want to contribute more to their endowed fund. Jen Hall requested to ensure that we have new thank you cards by September. 2018 Grants budget discussion. Soren and Michael have reviewed draft financials and recommend the following budget for each Fund: 	Action #2018-06 We will need new thank you cards by September. Jen Hall
		iii. Sluggett: \$1,500	
		iv. CHAC: reinvest	
		v. BIGA: \$1,500	
		vi. Youth Fund: \$2,500	
		The Youth Fund balance is approximately \$8,900. These funds are not endowed, and Soren recommended to close this out by rolling into Community Impact fund then grant out \$2,500.	
		vii. Bowen Legacy: TBD by donor	
		viii. Camp Bowen Society: reinvest	
		ix. Community Impact Fund: \$35,000 (for both Grants and Scholarships). Amount to be allocated accordingly	Action #2018-07 Contact First Credit
		x. First Credit Union: TBD by donor	Union to get
		(someone from grants committee needs to contact FCU to get instruction (potentially matching funds?) xi. Foxglove Fund: fund endowed December 2017	instruction on their fund (potentially matching funds?)
		71. 1 Oxglove i dild. land endowed December 2017	Dave

	TOPIC	DISCUSSION HIGHLIGHTS / DIRECTION & DECISIONS	ACTIONS			
		\$10,000. Grant awarded to BCC in the amount of \$7,000 for Gail Taylor Bursary.				
		Anticipated further funding in 2018 to fund this Bursary on an annualized basis. Suzanne Allen has suggested they do something for affordable housing and \$100K is sitting in Chimp account to be directed in the future. xii. Helping Hand Fund: \$10,000 (\$5,000 pending from KKN				
		xii. Helping Hand Fund: \$10,000 (\$5,000 pending from KKN and \$5,000 from "Friends" account. (see Chair's Report)	Action #2018-08			
		xiii. Knick Knack Nook: \$25,000 (to be confirmed by KKN Board Resolution)	Grants committee to determine			
		xiv. Knick Knack Nook Scholarships: \$25,000 (to be confirmed as well)	whether to roll Maggie Cumming fund into CF			
		xvi. Witty Bursary: \$2,000				
		Decision #2018-03:				
		"BE IT RESOLVED that the amounts indicated on lines i – xvi above be approved as budgets for funds for 2018."				
		MOVED by Soren, SECONDED by Dave				
		Confirmed that balance of youth fund will be rolled into the CI fund and we will not designate it separately. In the spirit of the donor of the youth fund, we will endeavour to earmark funds for youth purposes.				
8.	Communications Committee Report	Holly reported that a 2018 Communications Plan was in process, which in part proposes a website refresh 1 st stage – reskinning – which will involve taking most of data and put it into a new architecture by the end of May – Sheree and Holly to do at a cost of \$250 to purchase new theme. By the end of September all data will be transferred to a rebuilt site.				
9.	Chair's Report	Nomination of Henry as Secretary	Action #2018-09			
		Decision #2018-04:	Helping Hand Endowment to be			
		"BE IT RESOLVED that Henry be nominated Secretary."	discussed			
		MOVED by Soren, SECONDED by Dave Podmore.	Soren & Michael			
		 Soren met with Bowen Children's Centre board David McCullum and Ann Silberman on January 10th and reported all is well Transition meetings with Dave, Holly and Sherree January 11th and 18 have been undertaken and transition is going smoothly. 				
		Legal restructure complete:				
		Subject to confirmation by CRA, in interim HH operational with defined guidelines (as above)				

TOPIC	DISCUSSION HIGHLIGHTS / DIRECTION & DECISIONS	ACTIONS
	"Friends of the Foundation" account approximately \$5,000 remain. Pending CRA approval this account to be maintained and upon final approval to be closed and proceeds rolled into HH Fund with donors tax receipted	
	Decision #2018-05:	
	"BE IT RESOLVED that \$10K be budgeted to the Helping Hand Fund."	
	MOVED by Soren, SECONDED by Jen Hall.	
	 Updated Minute Book: To be maintained by Secretary Discussion regarding Youth Fund, its initial purpose and whether to merge with CI Fund (decided – see Grants Committee report) Helping Hand Fund: discussion regarding possible endowment of this fund to be reviewed upon 2018 funding of \$5K from KKN. 	
Next Meeting	Board Meeting: Tuesday February 27 th 7:00 p.m.	
Dates	Board Meeting: Tuesday March 27 th 7:00 p.m.	
	Board Meeting: April 24 th 7:00 p.m.	
	Annual Meeting: May 4 th 7:00 p.m. at CHC	



Donations Analysis 2017

Colour Code			
Golden Stalwarts - 2014 to 2017			
Blue Chips - 2015 to 2017			
Upcoming Blue Chips - 2016 to 2017			•
New this Year!			
Lost Blue Chip	Previous B	lue Chip did	d not donate in 2017
Returned to the fold 2017	mis	ssed	Donated 2014

List of Donors of \$500 or more - sorted by donation amount

	2017		2016
Fund	Amount	Fund	Amount
KKN Environmental Sustainability Fund	46,250	KKN Environmental Sustainability Fund	30,745
Bowen Legacy Fund	25,000	Marg Witty IPS Scholarship Fund	20,000
Marg Witty IPS Scholarship Fund	20,000	Community Impact Fund	16,461
Foxglove Fund	17,000	Community Impact Fund	15,000
Community Impact Fund	13,000	Community Impact Fund	13,000
Community Impact Fund	11,000	Community Impact Fund	12,971
Community Impact Fund	10,077	Community Impact Fund	10,000
Community Impact Fund	10,000	Community Impact Fund	5,000
Community Impact Fund	7,500	Aaron Sluggett Scholarship Fund	3,901
Camp Bowen Society	6,469	Community Impact Fund	3,750
Community Impact Fund	5,566	Various	3,400
First Credit Union Fund	5,000	Community Impact Fund	3,000
Helping Hand Fund	5,000	Community Impact Fund	2,500
Community Impact Fund	3,000	Community Impact Fund	2,000
Community Impact Fund	2,700	Community Impact Fund	1,500
Community Impact Fund	2,500	Community Impact Fund	1,500
Community Impact Fund	2,000	Community Impact Fund	1,500
Community Impact Fund	2,000	Various	1,160
Community Impact Fund	1,750	Aaron Sluggett Scholarship Fund	1,050
Helping Hand Fund	1,500	Helping Hand Fund	1,000
Community Impact Fund	1,400	BI Golf Junior Scholarship Fund	1,000
Community Impact Fund	1,392	Community Impact Fund	1,000
Community Impact Fund	1,200	Community Impact Fund	1,000
Community Impact Fund	1,000	Community Impact Fund	1,000
BI Golf Junior Scholarship Fund	1,000	Community Hall & Arts Centre Fund	1,000
Community Impact Fund	1,000	Aaron Sluggett Scholarship Fund	1,000
Community Impact Fund	1,000	Community Impact Fund	1,000
Aaron Sluggett Scholarship Fund	1,000	Bowen Youth Fund	1,000
Community Impact Fund	1,000	Community Impact Fund	1,000
Community Impact Fund	1,000	Helping Hand Fund	1,000
Community Impact Fund	1,000	Helping Hand Fund	1,000
Aaron Sluggett Scholarship Fund	1,000	Community Impact Fund	1,000
Community Impact Fund	1,000	Various	1,000
Community Impact Fund	1,000	Community Impact Fund	700
Community Impact Fund	1,000	Community Impact Fund	650
Community Impact Fund	1,000	Aaron Sluggett Scholarship Fund	620
Aaron Sluggett Scholarship Fund	1,000	Community Impact Fund	500
Helping Hand Fund	750	Community Hall & Arts Centre Fund	500

Community Impact Fund	700
Community Impact Fund	600
Community Impact Fund	514
Helping Hand Fund	500
Community Impact Fund	500
Community Impact Fund	500
Community Impact Fund	500
Helping Hand Fund	500
Community Impact Fund	500
Community Impact Fund	500
Community Impact Fund	500
Community Impact Fund	500
Community Impact Fund	500
Community Impact Fund	500
BI Golf Junior Scholarship Fund	500
Community Impact Fund	500
Community Impact Fund	500
Community Impact Fund	500
Community Impact Fund	500
Community Impact Fund	500
Helping Hand Fund	500
Community Impact Fund	500
	227,368

BI Golf Junior Scholarship Fund Helping Hand Fund	500 500 500 500
BI Golf Junior Scholarship Fund	500 500
	500
Community Impact Fund	
Bowen Youth Fund	
Community Impact Fund	500
Marg Witty IPS Scholarship Fund	500
Community Impact Fund	500
Community Impact Fund	500
Community Hall & Arts Centre Fund	500

List of Donors of \$500 or more - sorted by donor persistence, then by amount 2017

	2017	,		2016	
Fund	Amount	•	Fund	Amount	
Bowen Legacy Fund	25,000		Community Impact Fund	15,000	
Community Impact Fund	10,077		Community Impact Fund	12,971	
Community Impact Fund	10,000		Community Impact Fund	10,000	
Community Impact Fund	3,000		Community Impact Fund	3,000	
Community Impact Fund	2,000		Community Impact Fund	2,000	
Community Impact Fund	1,392	55,969	Community Impact Fund	1,500	49,281
BI Golf Junior Scholarship Fund	1,000	33,909	Various	1,160	49,281
Community Impact Fund	1,000		BI Golf Junior Scholarship Fund	1,000	
Community Impact Fund	1,000		Community Impact Fund	1,000	
Community Impact Fund	500		Community Impact Fund	650	
Community Impact Fund	500		Community Impact Fund	500	
BI Golf Junior Scholarship Fund	500		BI Golf Junior Scholarship Fund	500	
KKN Environmental Sustainability Fund	46,250		Marg Witty IPS Scholarship Fund	20,000	
Marg Witty IPS Scholarship Fund	20,000		Community Impact Fund	3,750	
Community Impact Fund	13,000		Various	3,400	
Community Impact Fund	7,500		Community Impact Fund	1,500	
Helping Hand Fund	5,000		Aaron Sluggett Scholarship Fund	1,050	32,700
Community Impact Fund	2,500		Community Impact Fund	1,000	
Community Impact Fund	2,000		Bowen Youth Fund	1,000	
Helping Hand Fund	1,500	103,250	Community Impact Fund	500	
Aaron Sluggett Scholarship Fund	1,000		Helping Hand Fund	500	
Community Impact Fund	1,000		KKN Environmental Sustainability Fund	30,745	
Community Impact Fund	1,000		Community Impact Fund	500	
Aaron Sluggett Scholarship Fund	1,000		Community Impact Fund	16,461	
Community Impact Fund	500		Community Impact Fund	13,000	
Community Impact Fund	500		Aaron Sluggett Scholarship Fund	3,901	

Helping Hand Fund	500
Community Impact Fund	1,000
Community Impact Fund	500
Community Impact Fund	500
Foxglove Fund	17,000
Community Impact Fund	11,000
Camp Bowen Society	6,469
First Credit Union Fund	5,000
Community Impact Fund	2,700
Community Impact Fund	1,750
Community Impact Fund	1,200
Community Impact Fund	1,000
Community Impact Fund	1,000
Aaron Sluggett Scholarship Fund	1,000
Community Impact Fund	1,000
Community Impact Fund	1,000
Helping Hand Fund	750
Community Impact Fund	700
Community Impact Fund	600
Community Impact Fund	514
Helping Hand Fund	500
Community Impact Fund	500
Community Impact Fund	500
Community Impact Fund	500
Community Impact Fund	500
Community Impact Fund	500
Community Impact Fund	500
Community Impact Fund	500
Community Impact Fund	500
Community Impact Fund	500
Community Impact Fund	5,566
Community Impact Fund	1,400
Community Impact Fund	1,000
Helping Hand Fund	500
	227,368

57,684

		171,408	
	Community Impact Fund	500	
	Marg Witty IPS Scholarship Fund	500	
	Community Hall & Arts Centre Fund	500	
	Community Impact Fund	500	
	Community Impact Fund	700	
	Various	1,000	
	Community Impact Fund	1,000	17,200
	Helping Hand Fund	1,000	47.262
	Aaron Sluggett Scholarship Fund	1,000	
	Community Hall & Arts Centre Fund	1,000	
	Community Impact Fund	1,000	
	Community Impact Fund	1,000	
	Community Impact Fund	2,500	
	Community Impact Fund	5,000	
C	Community Impact Fund	500	
	Sowen Youth Fund	500	
	Community Impact Fund	500	
	Community Impact Fund	500	
	Community Hall & Arts Centre Fund	500	
	aron Sluggett Scholarship Fund	620	12,232
	Helping Hand Fund	1,000	40,982
	Community Impact Fund	1,000	
	Helping Hand Fund	1,000	
\mathcal{C}	Community Impact Fund	1,500	

I						
	100	1,127	251,267	223	Totals	Tot
	ı			•	100,001	30,001
	25,000	25,000	25,000	1	30,000	20,001
	18,500	16,679	100,077	6	20,000	10,001
	6,235	7,175	43,049	6	10,000	5,001
	4,000	3,908	23,450	6	5,000	2,501
	2,500	2,500	2,500	1	2,500	2,001
	2,000	1,917	5,750	ω	2,000	1,501
	1,396	1,374	8,242	6	1,500	1,001
	1,396	1,000	15,000	15	1,000	901
	1	ı	ı	•	900	801
	750	750	750	1	800	701
	514	700	700	1	700	601
	700	557	1,114	2	600	501
	500	500	9,500	19	500	401
	363	367	2,201	6	400	301
	250	255	3,320	13	300	201
	200	180	3,965	22	200	101
	100	97	4,356	45	100	51
	25	33	2,293	70	50	1
#	Gift *	Gift	\$ Donated	# Donors	То	From
	Median	Average				
BIC				·-	BICF - 2017 Donations Received	BICF - 2017 [

					「otals	
	i					30,001
						20,001
						10,001
	6,235	7,175	43,049	6	10,000	5,001
						2,501
						2,001
						1,501
						1,001
						901
						801
						701
						601
						501
						401
						301
						201
						101
						51
						-

				Median
Fund	# of Donors	\$ Donated	AverageGift	Gift *
Community Impact Fund	135	112,178	831	200
Aaron Sluggett Scholarship Fund	25	4,250	170	50
BI Golf Junior Scholarship Fund	13	1,800	138	25
Bowen Legacy Fund	1	25,000	25,000	25,000
BI Youth Fund	2	350	175	175
Camp Bowen Society	3	6,579	2,193	100
BI Community Hall & Arts Centre Fund	4	505	126	103
First Credit Union Fund	ω	5,082	1,694	2,525
Foxglove Fund	Ц	17,000	17,000	17,000
Helping Hand Fund	21	10,835	516	200
KKN Environmental Sustainability Fund	11	47,088	4,281	200
Maggie Cummings Fund	3	600	200	250
Marg Witty IPS Scholarship Fund	1	20,000	20,000	20,000
Totals	223	251.267	1.110	100

of Donors 86 11 6

\$ Donated 109,749 7,001 1,675

AverageGift 1,276 636 279

200 100 63

Median Gift *

1,705

341

100

	100	20,000	250	200	200	17,000	2,525	103
ĺ								
	164	4	6	5	34			7
	181,991	20,800	675	25,970	11,636			2,780
	1,110	5,200	113	5,194	342			397
	150	350	100	1,000	100			400

 $\ensuremath{^{*}}$ Median is the number in the middle of the set of numbers

100	1,332	201,118	151
100,000	100,000	100,000	1
			1
15,054	15,054	30,107	2
10,000	8,425	25,275	ω
5,000	5,000	5,000	Н
2,500	2,500	5,000	2
,			1
1,474	1,474	2,948	2
983	983	11,790	12
1	ı	,	ı
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627	627	627	ъ
1			1
483	490	7,343	15
393	393	786	2
241	244	2,689	11
193	186	3,543	19
97	95	4,919	52
48	39	1,092	28
Gift *	Gift	\$ Donated	# Donors
Median	Average		
		BICF - 2015 Donations Received	BICF - 2015

			Median
# of Donors	\$ Donated	AverageGift	Gift *
65	55,235	850	193
ъ	820	164	97
6	1,884	314	173
1	100,000	100,000	100,000
4	472	118	97
ь	241	241	241
-	2,070	00	FU
ъ	358	72	97
1	483	483	483
52	37,986	730	100
151	201,118	1,332	100

