

## **COMMUNITY FUND OF NORTH KOOTENAY LAKE**

**Minutes of the Board Meeting held on Monday, June 19, 2017**  
**Catherine Whitehead's home: 525 Hillside Ave. North Kaslo**

**Present:** Honora Cooper, President; Elaine Toffan, Treasurer; Barney Gilmore, Secretary; Peter Jonker, and Catherine Whitehead

**Regrets:** David Stewart; Charles Cuell; Aiko Jackson

**The meeting was convened:** at 5:20 p.m. after a Draft of the AGM minutes were expanded, and some corrections were made to that.

**Approval of the Agenda:** Moved by Peter. **Approved**

**Approval of Minutes of May 23rd, 2017.** Moved by Elaine. **Approved**

**ELECTION/CONFIRMATION OF BOARD OFFICERS FOR 2017-18.** Our President, Past President, Treasurer, and Secretary have previously agreed to continue serving in these positions for the coming year. A Vice President to replace Paul Hunter was needed. Barney nominated Catherine Whitehead for the office. Catherine agreed to serve. Her appointment was **approved** by the Board.

### **REPORTS:**

**Treasurer's report.** Elaine reported three cheques issued in May: for photocopying the grant applications, for advertising the AGM in Pennywise, and for printing our Thank You cards to donors and helpers. These cheques totaled \$214.76. We received eight cents interest on our account. And our balance at the end of May was \$4,774.25. Of this amount, some \$2,200 still remained from our KSCU donation, available for granting. Since the end of May, \$1,500 from that donation has been paid to the Lardeau Valley Community Club for their approved grant application that was initially lost and not seen by the Grants Committee.

**CORRESPONDENCE:** Honora reported receipt of two letters since our last meeting: a project report from Argenta, and one from St. Andrews United Church.

### **BUSINESS ARISING FROM THE MINUTES:**

**Evaluation of the AGM, and notes for that in 2018.** Honora has made some timeline notes for future AGMs. We need to invite the Director of the Victorian Community Health Centre to receive the McKinnon grant each year. There has been a marked surplus of food left over after the AGMs, particularly vegetables.

**Current status of grant funds available: Updates on Fletcher Store and LVCC application:** We are still waiting to hear if the Fletcher Store project got the other parts of its project funded. The cheque is ready to send when we hear a positive report. The LVCC application has been approved and the cheque mailed. [Since our Board Meeting the Fletcher project has received its other funding. The Osprey cheque from CFNCLS will be presented to them soon.]

**Updated Status of the CFNKLS Treasure Hunt.** Catherine reported the interest in CFNKLS itself resulting from our table at the first two Saturday Markets this summer. A number of brochures could have been given away. We picked up four further Registered Treasure Hunters (and donations to the Treasure Fund) at the market. Barney reported that the total number of Registered Treasure hunters is currently 12 people. He had expected at least double that number by this date, but perhaps more will register as the clues become more specific and helpful. Two of the twelve, and possibly four of them, might be students or young adults. The Treasure Fund is now over \$1,100.

**Report on, and news from, the recent meeting of all Osprey Affiliates.** The meeting took place in the Chamber of Commerce Meeting Room upstairs in the renovated CP station at the foot of Baker Street in Nelson. CFNKLS was represented by David, Honora, Barney and Catherine. A dozen other attendees included a group from the Slocan, a group from the Osprey Foundation Board, and one member from the Salmo group.

There was helpful discussion of a number of issues and plans affecting us all. The CBT is encouraging us to buy (jointly) into the “FluidReview” software for receiving and judging grant applications. In general, the costs of this software seemed greater than any benefits to our smaller organizations. The affiliates have again agreed to share the publicity costs and efforts surrounding Giving Tuesday in November, and now a similar effort to raise the profile of local Community Foundations by producing an insert page-fold in the Valley Voice, the Pennywise, and a Nelson newspaper. This will hopefully appear in mid-August when circulation is higher and summer property owners are in residence.

Osprey announced that the Vancouver Foundation has agreed to return some of the recent (surplus) management costs assessed by them to participating CFs for whom they invest. This cost recovery amount will be determined for the 2017 year, but not likely shared out to Osprey and on to CFNKLS until 2018. There is reason to expect that CFNKLS might be allotted something over \$8,000 from this new plan, but Osprey will necessarily make all payments from this fund and cannot simply turn it over to our Society account. They will ask us to limit the number of debits we request from this fund: i.e. fewer larger ones, and not a lot of them.

CBT is offering all affiliates of Osprey some money for “Training.” Honora urged those affiliates attending (and our Board) to consider bringing in the team that teaches “The Art of Hosting” workshop.

All affiliates were advised that the Vancouver Foundation will be holding its annual B.C. Community Foundations conference on Sept. 28<sup>th</sup> and 29<sup>th</sup> in Kelowna. Vancouver and the CBT will make some funds available for rural foundations such as our own, to send Board members to attend, with almost all personal costs probably covered. CBT has already given us \$1,000 for this purpose and if not used it must be returned to the CBT.

## **NEW BUSINESS – FORWARD PLANNING:**

**Reconsideration of our existing Policy/Governance Documents.** Honora asked each member of our Board, before our next meeting to look over each of our written policies (available on our CFNKLS website) to see if any of these need updating, or, if any have been updated by the Board but those updates have not been made on our website and archive. We need to have the policies available for giving out to new Board members too. This matter is to appear under Business Arising on our agenda for next time.

**A Policy for archiving grant applications and Final Reports.** We need a confidential place to archive past grant applications and the final reports on their completion. We would like to see these items scanned and stored in Digital form on our website and backed up in the President's and Secretary's care as well. The photos also need digital organization. Peter has agreed to undertake this photo project. It is hoped that at our next meeting Charles and David will be able undertake finding which historical applications and final reports we do still have, and, can arrange to scan and archive these.

With time running short, and Charles not with us, we decided to defer our discussion of the question of who is authorized to speak for the Board on sensitive matters; awaiting more of the Board in attendance, hopefully at our next meeting.

**Next Board Meeting Scheduled:** We will meet next on Monday July 17<sup>th</sup> at 5:00 at Peter Jonker's home, 267 Meadow Cr. Rd. It is located approximately one km past the Jewett school on the left, shortly before encountering the steep hill. We plan to car-pool to this meeting from Kaslo.

**Adjournment:** 6:17 p.m.

*We embrace a vision of thriving and resilient rural communities of  
North Kootenay Lake*