

# COMMUNITY FUND OF NORTH KOOTENAY LAKE

Board Meeting on Tuesday, January 29, 2019 at 5:15 p.m.  
David Stewart's office in the Langham

**Present:** Honora Cooper, President; Catherine Whitehead Vice President; David Stewart, Past President; Barney Gilmore, Secretary; Aiko Jackson, Treasurer, Peter Jonker and Joe Johnston

**The meeting was convened:** at 5:15 p.m. by Honora

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

**Approval of Minutes of December 17, 2018:** Moved by David. **Approved**

## REPORTS:

**Treasurer's report :** Our opening KSCU balance was \$1,843.08 on December 16. We received \$50 for two (3 year) memberships, and a grant from the KSCU foundation of \$1,547.56, and 3 cents interest. We incurred bank charges of \$5.03 in this period. Our most recent closing balance is thus \$3,295.64. CFNKLS holds our Treasure Hunt fund balance currently at \$259.63.

**CORRESPONDENCE:** The grant report on the Kaslo Senior's Hall upgrade was received. All the planned work was completed as budgeted.

## BUSINESS ARISING FROM THE MINUTES:

**Update on Treasure Hunt 2019 planning.** Barney reported that the 2019 Treasure Box is ready to be picked up. Barney plans to circulate for discussion a projected timeline for the 2019 hunt and a description of changes to the format of the hunt, with particular emphasis on giving charitable receipts (with Osprey's help) for donations to the treasure fund.

**Discussion of our Osprey-controlled funds & new policy re donations from CanadaHelps.** Osprey has announced that they will pay the 4% service charge to donors (unless that charge is very high, i.e. more than \$2,000) for donations to its (and our) funds, made by donors using CanadaHelps to facilitate their donation. Catherine will write a thank you letter to the Osprey Board for this, on our behalf and that of our donors.

Osprey is facilitating more than just donations to our endowment funds at this point. They are also facilitating flow-through funds, for grant purposes and for our Youth Philanthropy and Treasure Hunt projects, projects that help to increase the work we can do and the public awareness of CFNKLS' in our region.

**Update on website administration and management.** Honora reported that Mel B. has done our requested web updates using a portion of the budget we approved for doing this. However there is more that we need to update, and more needed to make it easier to update, in the future. For just over \$20 per term we can each (and Honora has elected to do this) register with Erik Moon at Selkirk College for help in learning to administrate our WordPress-based website. Monday afternoon Honora is working on this project at Selkirk, and she invites any other Board members to join her in upgrading

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our personal web skills. Up to one hour more of help from Mel B. was also authorized by the Board, as needed, in this connection. (Board minutes going back more than a year are still missing from our website and need updating.)

Honora also pointed out a security matter affecting access to restricted areas of our website that may hold confidential information. Computers generally remember passwords and automatically supply them on a second visit to a website. If you access the restricted areas of our website from a public or a borrowed computer, future users of that computer can access the same material. Remove any cookies stored by the web browser on such a computer. That often will prevent this problem.

The Board also agreed that our Society Registration number needs adding on the header of the website, explaining the final S in the name CFNCLS.

At this point in our meeting the Board agreed to change the 2019 dates for grants (as appear on our website) as follows: By March 16<sup>th</sup> updated grant application forms are to be available. All grant applications for the 2019-2020 granting year are to be received by Friday April 26<sup>th</sup>. The granting committee is to meet and select the applications we will fund on Saturday May 4<sup>th</sup>.

**Further consideration of a “Business” Facebook account.** Aiko reported that these Business accounts are complicated to administer and update, and they cost money. Community Accounts however are free. The downside is that Community Accounts do not provide viewer traffic analytics. And if there is not sufficient traffic on an account, i.e. new content posted frequently and a loyal viewership, then it defeats our purpose and it may be dropped by Facebook.

Aiko volunteered to administer a community account for us if the Board thought it would help our visibility in our area. There was talk of our posting photographs of grant projects and smiling people on such an account, but concern was raised about future privacy issues (with facial recognition software being used on Facebook pages.) Would we need to get the permission of those whose pictures appeared on our website, and if so would it be worth the trouble? The sense of the discussion seemed to be that such problems were soluble and the benefits of having a CFNCLS Community account on Facebook might well exceed any risks or costs. David volunteered to assist Aiko in setting up a Community account on Facebook.

**Presentation of CFNCLS financial status & budget at the AGM.** It was agreed that the financial reports at the AGM will be confined to the accounts that our Society controls and administers, not our endowment funds administered by and from Osprey and the Vancouver Foundation. CFNCLS will however include a report on the status of our special project funds (e.g. Treasure Hunt, Youth Philanthropy projects) financially managed through Osprey.

Our annual grant awards and the annual growth in our endowment funds are usually summarized by Osprey, independently, at the AGM.

**Status of the Neighbourhood Small Grants Initiative.** This initiative will be spelled out more completely in the next month. It will be for small projects costing approximately \$100 or less. CFNCLS will control and administrate the funds, and the recipients do not need to be under the umbrella of a charitable organization. This coming year we will be given \$1,000 for this initiative, \$500 of a gift from the Kootenay Savings Credit Union, and a matching amount from the Vancouver Foundation.

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**Report to the CBT on last year's Education grant for Board development.** Our year-end report on expenditures made using the CBT grant for Board Members attending conferences and training events is being prepared by Honora and will be mailed by Aiko before January 31st. Since we used all of our allotment this past year, we will be eligible for another \$1,000 Education grant in the coming year.

**NEW BUSINESS:**

**Potential New Board Members.** Honora asked each of us to consider a suitable replacement to fill the existing vacancy on our Board. A younger person could be of help to our work. The Board is asked to consider nominees and share the information at the next meeting.

**Giving Tuesday reconsidered for CFNKLS.** There has been very little concrete success that was clearly linked to our fall efforts in connection the Giving Tuesday Campaigns. David questioned whether we should continue to participate in coming years. After discussion it was decided that the publicity it affords our work is probably useful. We considered the possibility of linking this date with some sort of fund-raising project in the community that we could co-facilitate. We will look at this further in the year to come.

**The CFNKLS banner.** The banner that flew during the fall on the posts by the bridge at the entrance to town has now been retired for use by the Community Forest Society's Winter Carnival event. David will locate and store our CFNKLS banner.

**Next Board Meeting Scheduled:** Our next meeting will be at 5:15 p.m. on Tuesday February 19<sup>th</sup>, at David Stewart's office in the Langham.

**Adjournment:** was at 6:08 p.m.

Barney Gilmore  
CFNKLS Secretary