

# **COMMUNITY FUND OF NORTH KOOTENAY LAKE**

**Board Meeting on Tuesday, November 19, 2019 at 5:10 p.m.**

**Donna Butt's home: 430 8<sup>th</sup> St., Kaslo, B.C.**

**Present:** Honora Cooper, President; Catherine Whitehead, Vice President; David Stewart, Past President; Barney Gilmore, Secretary; Joe Johnston; and Donna Butt.

**Regrets:** Aiko Jackson, Treasurer,

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

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

**Approval of Minutes of September 16, 2019:** Moved by David. **Approved**

## **REPORTS:**

**Treasurer's report.** In the absence of our Treasurer, she pre-circulated a report that there was no change in our Society account balance at the end of October except for the addition of 4 cents interest, leaving us with a total of \$3,133.07.

**Secretary's report on expected Admin Fee rebates from Van. Foundation.** Barney reported that as of October 1, our projected rebate so far this year is expected to be approximately \$3,628. Adding, for the 4<sup>th</sup> quarter, an estimated additional \$1,225, our likely total rebate for this year would likely be just over \$4,850. We might expect this to become available from Osprey sometime in February. We will need to decide then on the allocation of these funds. In the past a large portion was returned to our General Endowment Fund and the remainder held to be available for augmenting the Treasure Fund and paying a share of the summer *Valley Voice* double-spread on local Community Foundations.

**CORRESPONDENCE:** No communications were reported. Communications about our Small Grants Initiative to Catherine are reported below. Honora reminded the Board that the letter F in CFNKLS stands for FUND. Not for "foundation." Our secretary noted that he needs reminding of this four-letter F word from time to time. We are all asked to stand on guard for right nomenclature.

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

**Status report on our Community Facebook account.** Aiko reported that we continue to get a few more likes and followers every week.

**CFNCLS Website, its look and future, including Grant Application Form changes.** There are a number of ways that we feel our Grant Application web pages can be further improved. Joe and Donna have undertaken further work to address some of these ways at the request of, and following some further input from, the Board. It was recognized that appropriate grant applicants might not be representing registered B.C. societies and/or they may also be applying under the administrative umbrella of a registered charity. Our grant application forms need to clarify the relationship (if different) between the applicants and directors who will carry out the proposed grant project, and any different sponsoring charitable entity that will administer the proper spending of the funds granted for the project. Recent experiences of the Granting Committee have alerted the Board to the need for highlighting the requirement for applicants to provide clear and complete budget line descriptions and amounts. As well, our requirements surrounding a Final Report need emphasis and clarity.

**Update on RBC Youth-Granting program with Osprey.** Announcements in connection with this program are being delayed until next week when Osprey and others will be in a position to do so. Aiko will be arranging an announcement of our local program awards in Pennywise.

**Status of our \$500 for the Neighbourhood Small Grants Initiative.** Catherine reported three small grant requests have been received: One came from Shelagh Smith to provide for three luncheons: one for eight senior ladies, on two occasions, and one for six senior men. These luncheons will be for seniors living alone who do not get out very often. Each luncheon needs \$50 to purchase the food.

A second request was from KORTS for \$80 to buy hot chocolate and cider to be served at their winter solstice event by the Unity Bridge.

A third request came from “Open Arts” asking for \$80 worth of art materials and \$60 for a folding table. The Board was not previously aware of “Open Arts” and its place in the community. Catherine will follow up and find out where it is located and whom it serves.

Honora **moved** that we approve the \$150 request to support 3 Seniors luncheons, and the \$80 request to provide hot drinks for the KORTS solstice celebration. **Approved.**

**Giving Tuesday planning and arrangements.** Aiko has confirmed with KSCU for CFNCLS to have a table in the KSCU foyer on Giving Tuesday, December 3<sup>rd</sup>. We

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will provide written information about charitable giving in general (a handout prepared by Joe will be included) and about our CFNKLS funds, at the same time. David will arrange for a Pennywise display ad and editorial material for Pennywise that week. David will be at our table from 10:30 to 11:30 a.m., Catherine will be there from 11:30 to 12:30, and Barney will be there from 12:30 to 1:30 p.m. He will give any donations, etc. to Aiko at the close of our being there.

**Consideration of a replacement for the empty Board seat and a 2020 Board Secretary.** The Board is aware of the repeated Board openings we experience and that we will need a Board member willing to act as Secretary after the AGM in June of next year. At the moment, no potential additional Board members are on the horizon.

#### **NEW BUSINESS:**

**Youth Enabling Accessibility request from Samantha Clement.** Our **secretary** was asked to write to Ms. Clement to explain that we cannot really “partner” with, nor facilitate, her Accessibility efforts, given the nature of our Society.

**Documents for P202 - 207 re-considered.** Editorial drafting of these policies dealing with aspects of our Granting will be deferred to January.

**Date for AGM and preparations considered.** The Board agreed to keep the AGM on the first Monday of June, as previously we have done. Monday June 1 was confirmed for our next AGM. **David** will reserve this date with the Langham very soon.

**Next Board Meeting Scheduled:** The Board traditionally meets over lunch, before Christmas each year. **We will meet next at noon, at the Kaslo Hotel, on Monday December 16.**

**Adjournment:** The meeting was adjourned at 6:18 p.m.

Barney Gilmore  
CFNKLS Secretary