

Community Fund of North Kootenay Lake  
Board Meeting Minutes  
October 23, 2023 via Zoom

In attendance: Honora Cooper, Catherine Whitehead, Donna Butt, Maggie Staples, Penny Yeo, Tom Humphries. Mark Gingerich sent his regrets.

Guests:

Meeting convened: 5:08

Approval of Agenda: Tom Humphries

Approval of the Board Meeting Minutes: Penny Yeo

**Email Correspondence:**

Deed of Gift documents for the Community Disaster Recovery Fund have been signed and sent on to Tina Choi at Osprey. The purpose of this Fund will be to support activities within the objects of Osprey and more specifically for the support of emergency disaster resiliency, response and/or recovery in the Kaslo and the RDCK Area D as recommended by CFNKLS and in accordance with the Osprey Policy 205 Resiliency Fund Policy.

An invitation was received from Periwinkle Children's Center Kaslo to the Open House on October 18, 2023. Penny Yeo and Maggie Staples will attend, and take a few photos (if permitted) of the cubby spaces that were funded through a CFNKLS grant. Did attend and the new facility now increases the number of children that can attend the daycare. Maggie will contact Tammy Horich regarding photos for our website.

Giving Tuesday reminder and offer of promotional materials.

The Racquetball Club requested to use some of the grant funds to create signage to acknowledge funders, should they have reserve funds. They have been advised to go ahead, but if they do not have reserve (unspent) money, they could apply next year for signage grant.

Vancouver Foundation correspondence (See New Business)

Affiliates Meeting on Thursday, October 26th, in Nelson. Penny, Catherine and Honora will attend.

Donna will review all email connections through cfnkls.info

**Old Business:**

Maggie reports for October. (Donna follows in November)

Regarding P005, Responsibilities of Directors, Maggie suggests that added to Secretary Duties it may be advisable for subsequent secretaries have the skills required to create spreadsheets, and also the technology to generate online meetings, such as Zoom format. An annual pro subscription is about \$200 per year. Currently, Maggie has this, but if a new secretary does not have it, the board may need to consider paying for this.

Tom Humphries reported back to the Board with a recommendation regarding time lines on proceeding with suggested Policy changes/additions. The amount of time required to review Policy changes cannot be managed in the scope of a board meeting, so the recommendation is to bring changes/additions to a Policy, one at a time, to the board.

\*\*Penny suggested P003 Mission, Vision and Long Term goals. # 1-5 could remain the same.

She suggests we replace the next 4 items with:

'We maintain and encourage collaborative relationships within our communities. We support and encourage all generations within our communities in their volunteer work. Motion/ Penny All in Favour.

P001 - Tom reported the question regarding concerns of money laundering, and also anonymous donations - Honora reported that the Policies in question are out of date, and that now donations go through Osprey, so money laundering is no longer a concern and should a donor request to remain anonymous that is honoured.

**Treasurer's Report:**

Donna that the Bank Charge for \$5.00 was actually for photocopying and not 'bank charges'

Donna will post P015 on the website. Please review the full Treasurer's Report.

**New Business:**

Discussion to add a budget line item to pay for online meeting technology if and when required for 2024-25. This will be added to the Agenda for 2024 when the board is preparing the budget to the year.

Vancouver Foundation correspondence regarding Donation Deadlines for 2023. Discussion-can this be a post on our website and also on our FB account? Donna will review that correspondence and use relevant information on the website.

Endowment Kit for discussion, comments.

Giving Tuesday November 28th at the Credit Union, Honora and Catherine will collaborate about sharing time at our table.

Social Media Committee: Donna and Mark - No significant changes reported. There is a counter on our website, and Donna sent the stats for review. Donna reported the there is a pending update on the grant application for 2024 Grant Cycle.

Next Meeting: Date Nov 20th Time 5:00 Location

Meeting Adjourned: 5:57