

Lac Du Bonnet & District Charitable Foundation Meeting Minutes

Director's Meeting
Friday October 21, 2011

Called to order at 4:01 pm at the Town of Lac du Bonnet Council Chambers

In attendance were Directors: G. Wruck, F. Terra, J. Barnard, G. Arbez, R. Simard, N. Plato, G. Emberly, M. Kinghorn, M Rutherford

Opening remarks were given by G. Wruck. Request was made to respect speakers.

Agenda

Additions: Confirming Quorum requirements

Motion to accept the agenda as amended

Moved by F. Terra, Seconded by R. Simard, Carried

Approval of the minutes of the meeting of Sep.16, 2011

Errors or omissions: G.Emberly's attendance had been omitted and was added.

Motion: Adoption to approve the Sept 21, 2011 minutes as amended was moved by G. Arbez, seconded by M Rutherford. Carried

President's remarks were given by G. Wruck:

- On Sep 30, 4 directors, G. Arbez, R. Simard, F. Terra and G. Wruck attended a Winnipeg Foundation seminar in Portage la Prairie, report to follow.
- A request was made for directors to refer to our strategic plan and refer to points therein.
- Conflict of interest policy needs to be reviewed.

ACTION: G. Wruck and J. Barnard are to meet , discuss and bring recommendations regarding conflict of interest policy to our next meeting.

- Better communications is needed with respect to agenda items. The secretary was requested to issue draft agendas and minutes of the previous meetings earlier.
- G. Wruck indicated he would update the website which would include:
 - Setting up a "legacy club" of regular donors.
 - Setting up a list of "heritage members", those who want their names published relative to "planned giving" through wills, insurance policies etc.
 - Promotion of letters of intent for planned giving.
 - Deletion of the list of donors with amounts donated.
- A discussion was held with respect to publishing the minutes on the website. It was agreed that we would post the minutes, except for "in camera" discussions.

Motion: That the minutes, after approval, be published on the public section of the website. Moved by M Rutherford, Seconded by M. Kinghorn, Carried

- G. Wruck requested that directors refer to page 10 of the Fund Development Program manual which refers to Board members making donations

Treasurers' report was not given as the Treasurer was not in attendance.

Correspondence:

- Statement/invoice was submitted for cost of the website \$224.91

Motion: Moved by G. Emberly, seconded by J.Barnard that we pay the invoiced amount of \$224.91. Carried.

- There was a donation of \$200. made by an individual who wishes to remain “anonymous.
- Applications for grants were received from:
 - Lac du Bonnet Seniors Housing Corp, An application for extension
 - Kids’ Help
 - Lac du Bonnet Ball Park restoration project.These applications were referred to the Granting Committee for research and recommendations.

Committee Reports:

- **Fund development and Communications Report** was given by J Barnard; He was exploring advertising opportunities.
- **Grant Committee Report** was given by F. Terra
 - Two grant commitments remain outstanding:
 - LdB Seniors’ Housing Corp. An extension has been requested.
 - Personal Care Home. We are awaiting information from the RM and the Town as to progress.
 - Received new applications from:
 - Kids Help for child abuse counseling
 - Lac du Bonnet Ball Park Restoration for upgrades to the local baseball facilities.

It was moved by F Terra to adopt the report, seconded by G. Emberly, carried.

Old Business:

- A discussion was held regarding the definition of members and the use of the terms “Friends” and “volunteers”

Motion: Moved to drop the term “Friends” and insert and/or use the terms “Donors” and “Volunteers” to refer to Non Board Members.

-Moved by G.Arbez, Seconded M. Rutherford, carried

Action: M.Rutherford and G. Arbez to review the by-laws regarding the use of the term “Members”

- G. Wruck confirmed that an application for administrative support from Manitoba Hydro has been submitted.

New Business

- F. Terra gave a review of the Foundations seminar held at Portage La Prairie Sept.30 A number of suggestions came forward regarding:
 - Community Profiling
 - Fundraising and
 - Board engagement.

- It was recommended that this Foundation recruit a “Communications Volunteer.

Action: J.Barnard and G. Arbez are to approach potential volunteers.

- It was recommended that we replace the existing outdated Foundation pamphlets.

Motion: It was moved to update the Lac du Bonnet and District’s Foundations Pamphlet. Moved by J. Barnard, Seconded by N. Plato, Carried

Action: G. Wruck to see about purchasing brochure holders for pamphlet distribution.

- It was recommended that we collaborate with the Lions’ Club in the production of placemats for the Lions’ Senior Supper.

Motion: It was moved that the Foundation partner with the Lions’ club to cover 50% of the cost of 5000 placemats. Moved by R.Simard, Seconded by J.Barnard, Carried.

Action: G.Arbez, J.Barnard and G.Wruck to prepare our portion of the Lion’s Club Placemats.

- A concern was expressed around attendance at meetings and assurance that we have a quorum. It was agreed there was a need to have attendance confirmed.

Action: F. Terra agreed to include a request for confirmation of attendance at meetings with the e-mail distribution of the agendas.

- A request was made for the Treasurer to publish a simplified financial summary and distribute via e-mail prior to the meetings

Action: G. Wruck will contact the treasurer to request distribution of a simplified financial summary prior to meetings.

Date and time of next meeting; November 18, 2012 4:00pm at the Town of Lac du Bonnet Office

Motion to adjourn the meeting was made by M Rutherford
The meeting was adjourned.