

# Halifax Community Investment Fund Society

1 May 2017

## Monthly Meeting Minutes

### George Dixon Centre

**Present:** Bryan Darrell (Treasurer), Carl Gannon (Vice-Chair), Amy Hunt (Secretary), and Craig Walkington (Chair)

**Regrets:** Linda Mantley

**Absent:** Melinda Daye

1. **Call to Order:** 5:37pm

2. **Agenda:** Moved by Bryan / Seconded by Carl to approved the agenda as tabled. CARRIED.

3. **Approval of Meeting Minutes 3 April 2017:** Moved by Carl / Seconded by Amy to approve the minutes of the 3 April 2017 meeting as tabled. CARRIED.

4. **Financial Update:** Bryan tabled the monthly financial report. The HCIF financial status at the end of April 2017 is as follows:

Investment Portfolio at ScotiaMcLeod:	\$1,398,137
Bank Account at Scotiabank:	\$ 14,034

The estimated annual income from the investment portfolio is approximately \$48,463.

5. **Discussion on Presentation from Peter Green Regarding a New Community Centre:** HCIF Board members discussed the presentation by Peter Green at the last meeting. Craig has since had a conversation with Peter Green who indicated that he had met with Councillor Lindell Smith. The Board will stay informed as to any progress about the concept of a new community centre, and it will consider taking a leadership role if and when the concept starts to advance.

6. **2017 Bursary Program Update:** Carl updated the Board on the Bursary Program and noted that six applications were received to-date. He recommended that the application deadline be extended to Monday, 15 May 2017 to allow for the receipt of further applications. The Board approved the recommendation. Amy will update the HCIF website to reflect this change.

7. **HCIF Board Recruitment Strategy Update:** Amy will update the online application for new board members and ensure it is highly visible on the website. Amy will also create a new subpage on the webpage entitled “What’s New” to draw attention to the application. Bryan will review the interview questions and process.
8. **Canada Revenue Agency Charities Liaison Officer Initiative:** Craig informed the Board that CRA conducted a detailed audit of our financial files, meeting minutes and other records on 27 March 2017. They offered minor observations that Craig forwarded to the HCIF Accountant. There were no concerns that require action by the Board. The Board thanked Craig for keeping HCIF in good health, and for keeping such organized and updated files and for his preparatory work required for the audit.
9. **Presentation to Board of Directors of Hope Blooms:** Craig informed the Board that we will be presenting a cheque for \$10,000 to Hope Blooms at the Hope Blooms headquarters on Cornwallis Street at 7:00pm on Wednesday, 17 May 2017. All HCIF Board members are welcome to join him.
10. **Social Media Plan for Next Month:** Amy will post the bursary application deadline extension on the website and Twitter. She will also promote the HCIF Board recruitment application online, meeting minutes, and tweet about recent donations such as our support to the North End Opportunities Fund with a link to their organization. Board members support building the profile of the HCIF online, as well as noting the organizations we support.
11. **HCIF Board Social:** Bryan offered his home for a social to thank the Board members for their work. The specific date in July is yet to be determined.
12. **Next Meeting:** The next HCIF Board meeting will take place at 5:30pm on Monday, 5 June 2017 at the George Dixon Centre.
13. **Meeting Adjournment:** 6:18pm. Moved by: Bryan