

Halifax Community Investment Fund Society

7 July 2014

Meeting Minutes

2663 Oxford Street

Present: Bryan Darrell, Linda Mantley, Paul O'Hara, Carl Gannon, and Craig Walkington.

Regrets: Michelle Strum and Melinda Daye.

Guests: Jessie Jollymore, Dion Walcott, Kolade Boboye, Craig Cain, and Christiana Hubley – All from Hope Blooms.

1. **Call to Order:** 6:14pm.

2. **Agenda:** Moved / Seconded by Linda / Carl to accept the agenda as tabled. Carried.

3. **Approval of Meeting Notes from 2 June 2014 and 16 June 2014:**

Moved / Seconded by Bryan / Linda to approve the minutes of the 2 June 2014 meeting as tabled. Carried.

Moved / Seconded by Bryan / Linda to approve the minutes of the 16 June 2014 meeting as tabled. Carried.

4. **Presentation from Hope Blooms:** Representatives from Hope Blooms presented to the HCIF Board with a request for a grant in the amount of \$10,000.00. The immediate need is to pay three mentors over the summer months to support the active engagement of community youth and for snacks for the engaged youth. Three youth representatives – Kolade Boboye, Craig Cain, and Christiana Hubley spoke about Hope Blooms and its programs. The mission of Hope Blooms is to address the determinants of health with a primary focus on education. There are over 60 youth active in the garden, community suppers, and related programs associated with mentoring the youth to learn skills associated with social enterprise and entrepreneurial engagement. A model of a greenhouse now in the planning stage was presented and the Municipality of Halifax has granted the present land to build a thermo generated green house with capacity to grow year round with limited energy costs. Questions from HCIF members included what other partners were being sought after for funding. Craig thanked the group for their presentation and informed them we would make a decision quickly and let them know.

Motion: Moved / Seconded by Craig / Carl to provide a grant of \$10,000.00 to Hope Blooms. Carried.

Note: The cheque was presented to the youth of Hope Blooms at the Hope Blooms gardens on Monday, 14 July 2014.

5. Financial Update: A handout outlining the HCIF financial status was distributed by Bryan. The HCIF financial status at the end of June 2014 was as follows:

| | |
|---------------------------------------|-------------|
| Investment Portfolio at ScotiaMcLeod: | \$1,187,500 |
| Bank Account at Scotiabank: | \$ 649 |

Bryan provided a brief comparison of the investment portfolio as to where it stood at the end of June 2013 and noted that the portfolio continues to grow even though there have been withdrawals from the portfolio of \$155,750 during the year. Taking into account the withdrawals and management fees of \$9,546, the net increase over the year has been \$130,884.

6. Community Outreach Project: Michelle was not able to attend the meeting; therefore, Craig presented the proposed Terms of Reference for hiring an individual to do a survey/inventory of non-profit organizations in our community. This inventory of organizations would assist the HCIF in achieving its strategic Collaborations/Partnerships Objective – To establish new partnerships in each of the five HCIF pillars with organizations that support our mandate within the next 24 months. In an email exchange between Craig and Michelle, the hired individual would be paid a total of \$1,200.00 with \$500 coming from the HCIF Board, \$500 from the United Way, and \$200 from the North End Business Association. Michelle would be responsible for hiring and supervising the individual for the project. The Terms of Reference are attached to the meeting notes.

Motion: Moved / Seconded by Craig / Bryan that the HCIF fund a \$500.00 honorarium to hire an individual for the Community Outreach Project. Carried.

7. Visibility: There was no advancement on attaining a potential article in *The Coast* to highlight the work of the HCIF in order to raise its visibility in the community. It was agreed that Bryan would take the lead to advance this issue.

8. Board Recruitment: There was discussion about placing an advertisement for new HCIF members in *The Coast*. Michelle had indicated in the past that she has some advertising credits with *The Coast* that the HCIF Board could potentially use. Notwithstanding, it was agreed to set aside some funds for advertising.

Motion: Moved / Seconded by Bryan / Craig that the HCIF set aside a maximum of \$750.00 for HCIF Board Recruitment advertising in *The Coast*. Carried.

9. **Board Development:** The Board discussed a potential date in the Fall for the Compliance / Governance training for the HCIF Board. It was agreed that it would be conducted on one or two nights during the week. Craig said he would contact Bronwyn MacKinnon at HRM Community Services to establish a time frame for the training.
10. **Pro Bono Seniors' Will Strategic Objective:** Bryan outlined the action plan for implementing this strategic objective. It was approved by the Board without a motion. The approved plan is attached to the meeting notes.
11. **Fund Raising:** It was noted that we need to place a focus on fund raising for the HCIF in order to expand the programs. In order to achieve a strategic and controlled approach to fund raising, it was identified that the HCIF Board must recruit a new board member with experience in this area.
12. **Next Meeting:** The next HCIF Board meeting will take place at 5:30pm on Monday, 8 September 2014 at the George Dixon Centre. There will be no meeting in August 2014.
13. **Meeting Adjournment:** 7:37pm.

Community Outreach Project

Gottingen Community Connects Researcher

Terms of Reference

20 Hours per Week for Four Weeks - \$15.00/Hour.

Completion Date – 15 August 2014

"We believe there is interest and need to develop a network of people and organizations in the Gottingen community. There are many great leaders and community based organizations working here, but as one leader said " we are many unconnected dots". This disconnect is limiting Gottingen's ability to move the community agenda forward especially in light of the current and future plans that will affect the area.

As a first step, the **Gottingen Community Connects** team believes work is needed to identify/discover those non-for-profit organizations doing work in the area. And, equally important, discover how these organizations would like to be included in the future. Their voice is critical to good community engagement and building resilient, healthy neighborhoods.

We suggest hiring a local person who is familiar with the cultures of Gottingen on a contract basis to identify:

- The non-for-profits working in the area.
- Their main focus of service.
- Degree of current involvement in community planning in the area.
- Degree of interest in being included in future community plans/events.
- The form in which they would like to be informed/included in upcoming community planning issues.

Deliverables:

- Compile a database of not-for-profits and community leaders.
- Include contact info, mandates and general interest (youth, elders, community, justice, etc.)

Geographic Area: Cogswell to North Streets, Barrington to Agricola/North Park Streets

Accountable To: The Halifax Community Investment Fund Society – Michelle Strum.

Seniors' Wills Strategic Objective Action Plan

Strategic Objective: To provide pro-bono Will services to 5 seniors for 2014 tax year and to increase by approximately 20% in 2015 and 2016.

Strategy: Engage church and community leadership in stressing the importance of having a will and in communicating a comfort level to seniors in the target community.

Actions:

1. Create a contact list of church and community leaders:
 - Cornwallis Street Baptist Church
 - St. Patrick's Church
 - Mi'kmaw Native Friendship Centre
 - North End Community Health Centre
 - North Branch Library
2. Prepare a brief description of the "Wills Program":
 - Description to be completed by September 2014
3. Confirm availability of pro-bono legal services:
 - Project Charter to be signed with Legal Groups by December 2014
4. Meet with church and community leaders to explain program and sensitivities associated with the program:
 - Speaking series to begin in October 2014
5. Place program description in appropriate community locations (Churches / Community Centres / Seniors' Residences):
 - Collateral materials prepared by November 2014
 - Materials distribution by December 2014

Person Responsible: Bryan Darrell.