

# Halifax Community Investment Fund Society

1 June 2015

## Meeting Minutes

### George Dixon Centre

**Present:** Bryan Darrell, Melinda Daye, Carl Gannon, Linda Mantley, Lindell Smith, and Craig Walkington

**Regrets:** Amy Hunt-Boudreau, Paul O'Hara, and Alex Zachernuk

**Absent:** Michelle Strum

**Guests:** None

1. **Call to Order:** 5:42pm.

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

3. **Approval of Meeting Notes from 4 May 2015:** Moved / Seconded by Linda / Bryan to approve the minutes of the 4 May 2015 meeting as tabled. CARRIED.

4. **Financial Update:** Bryan tabled the monthly financial report. The HCIF financial status at the end of May 2015 was as follows:

Investment Portfolio at ScotiaMcLeod:	\$1,185,478
Bank Account at Scotiabank:	\$ 7,568

Bryan noted that the \$3,000 interest payment from the Community Carrot had been transferred from the bank account to the ScotiaMcLeod investment account.

5. **HCIF Bursary Program – 2015-2016:** Carl reported that there were 18 applications received. Three applications were disqualified as the applicants lived outside of the HCIF designated area and five applications were rejected as there was no accompanying letter of acceptance from the applicant's educational institution. As a result, there were 10 satisfactory applications and Carl recommended that the Board approve these applications.

**Motion:** Moved / Seconded by Carl / Lindell to approve the following 10 recipients as recommended by the Bursary Selection Committee:

- Brae Rod-Gaudreau
- Sara Haroun
- Babatunde Balogua
- Ryan Brown
- Nickaya Parris
- Kevin Khiva
- Kadeem Thompson
- Raya Flint
- Kadeem Hinch
- Angelina Carvery

Motion CARRIED.

Craig thanked Carl and the Bursary Selection Committee for their efforts with this year's Bursary Program.

**6. Fund Raising Committee:** Bryan said that he had prepared a letter to key businesses in the area inviting them to support our Bursary Program. The HCIF brochure and an outline of the HCIF Bursary Program would be included in the letter. Bryan said he would pass the draft letters to Craig.

**7. Community Contacts Update:** Deferred.

**8. HCIF Board Executive Elections:** Notice was given at the last meeting on 4 May 2015 that there would be elections for the HCIF Board Executive. Craig requested that those interested in running or nominating another Board member should do so.

**Motion:** Moved / Seconded by Melinda / Bryan that the HCIF Board approve the appointment of Craig Walkington as Chair of the HCIF Board as acclaimed. CARRIED.

**Motion:** Moved / Seconded by Lindell / Linda that the HCIF Board approve the appointment of Bryan Darrell as Vice-Chair of the HCIF Board as acclaimed. CARRIED.

**Motion:** Moved / Seconded by Carl / Lindell that the HCIF Board approve the appointment of Bryan Darrell as Treasurer of the HCIF Board as acclaimed. CARRIED.

There were two candidates who offered their names for the position of Secretary of the HCIF Board and Melinda Daye was elected.

Bryan noted that he wished to mentor new members to eventually assume the Treasurer's duties. The new HCIF Executive members are:

- Chair – Craig Walkington
- Vice-Chair – Bryan Darrell
- Treasurer – Bryan Darrell
- Secretary – Melinda Daye

**9. Upcoming Website Updates and Tweets:** The Board discussed what should be posted and tweeted in the near future, including the bursary recipients and the new HCIF Board Executive. Lindell will take for action. Bryan asked if it was possible to get some statistics on the number of people going to the HCIF website and following the HCIF on social media. Lindell said he will investigate obtaining these statistics.

**10. Annual General Meeting and Public Information Session:** Lindell noted that he had been asked about convening an HCIF AGM for the public. As noted at the last meeting, an AGM allows the membership of the organization to vote on specific resolutions such as executive elections, budget and the strategic objectives. In the case of the HCIF, the members are the HCIF Board of Directors who apply to and are approved to sit on the Board. As such, the public would not be able to vote at an AGM.

Craig said the HCIF Board should hold an AGM in January of each year in order to approve the budget, elect the HCIF Board Executive and set the priorities for the upcoming year. He said the HCIF Board must determine when, where and how to convene a Public Information Session on the HCIF to report its activities.

**11. Next Meeting:** The next HCIF Board meeting will take place at Bryan Darrell's home at 6:00pm (vice 5:30pm) on Monday, 6 July 2015. The meeting will be followed by a BBQ social.

**12. Meeting Adjournment:** 6:50pm. Moved by: Melinda.