

Halifax Community Investment Fund Society

2 March 2015

Meeting Minutes

George Dixon Centre

Note: The HCIF Meeting scheduled for Monday, 2 February 2015 was cancelled due to inclement weather.

Present: Bryan Darrell, Melinda Daye, Amy Hunt-Boudreau, Linda Mantley, Lindell Smith, Michelle Strum, and Alex Zachernuk.

Regrets: Paul O'Hara, Carl Gannon, and Craig Walkington.

1. **Call to Order:** 5:35pm.

2. **Agenda:** Moved / Seconded by Michelle / Alex to accept the agenda as amended. Carried.

3. **Approval of Meeting Notes from 5 January 2015:** Moved / Seconded by Linda / Michelle to approve the minutes of the 5 January 2015 meeting as tabled. Carried.

4. **Financial Update:** Bryan tabled the monthly financial report. The HCIF financial status at the end of January 2015 and end of February 2015 were as follows:

End January 2015:

Investment Portfolio at ScotiaMcLeod:	\$1,236,059
Bank Account at Scotiabank:	\$ 11,407

End February 2015:

Investment Portfolio at ScotiaMcLeod:	\$1,226,765
Bank Account at Scotiabank:	\$ 11,407

Bryan noted that the investments have experienced a mild decline in value due to weak natural resources markets.

5. Community Contacts Project:

- a. Lameia Reddick has developed a draft list of organizations functioning in the target area of the HCIF. The list is missing a number of organizations that do not have store front addresses. Lameia will work with the HCIF Board to include the names and contact information for these organizations. Board members who identify additional groups are requested to pass this information to Lameia.
- b. The next phase of the project is to sort by category the various organizations. It was agreed that the categories would be the five HCIF Pillars as sanctioned by the Board's mission statement plus one additional category for all others that do not fit. Michelle, Amy, Alex and Melinda will work with Lameia to complete this task by the next HCIF Board Meeting. Eventually, a map will be created with links to the organizations and their location. If Board members wish to add or comment on the list they may contact Lameia at Lameia.Reddick@hotmail.com

6. Website Update: Lindell, Amy and Alex have developed a plan for keeping the website fresh and interesting. This plan includes:

- a. The Website will be updated regularly to keep it fresh.
- b. Tweeting:
 - i. Tweets will be picked-up from other sources if it pertains to community news and re-tweeted.
 - ii. Original tweets will be posted twice a week.
- c. The Website Committee will back-up each other to ensure that this is completed and maintained.

7. Bursary Program Update: The Bursary Committee Chair, Carl Gannon, was not in attendance at the meeting. The following points were discussed by the Board:

- a. Alex will touch base with Carl to ensure that the Bursary Application is up-to-date.
- b. The Bursary Application will be posted on the website.

- c. Lindell will touch base with community and school youth workers to ensure that there is awareness of the Bursary Program.

8. Fund Raising Committee: Bryan reported on the Committee's work. The report identified ten possible sponsors. The Committee would focus on converting three of the ten into contributing donors with a three year commitment. The strategy would be for the donor to cover half of the annual cost of a bursary and the HCIF would cover the other half. The HCIF would provide all of the administrative leg work for the donor's bursary. The HCIF Board endorsed the plan in principle.

9. Brochure Distribution Plan: The board brainstormed as to suitable locations for the distribution of brochures and the following locations were identified:

- North Branch Library
- Black Educators Association
- Cornwallis Street Baptist Church
- Saint George's Church
- North End Clinic
- George Dixon Center
- The Community Y
- Family Resource Center
- The Native Friendship Center
- L.O.V.E.

Michelle and Linda agreed to fold the brochures and distribute ten brochures to each location. The idea is to only put ten at each so that we will be able to track where they are being picked up.

10. Strategic Planning Session: Alex reported that the location he was researching would not be appropriate for the HCIF Board's needs. The search for another facility will continue.

11. Next Meeting: The next HCIF Board meeting will take place at 5:30pm on Monday, 13 April 2015 at the George Dixon Centre. Note: This is one week later than normal due to Easter Monday being a holiday.

12. Meeting Adjournment: 6:35pm. Moved by: Alex.