

Halifax Community Investment Fund Society

7 December 2015

Meeting Minutes

5230 Cornwallis Street

Present: Craig Walkington (Chair), Bryan Darrell (Vice-Chair/Treasurer), Amy Hunt, Carl Gannon, Lindell Smith, and Michelle Strum

Regrets: None

Absent: Melinda Daye (Secretary) and Linda Mantley,

1. **Call to Order:** 5:42pm.
2. **Agenda Approval:** Moved / Seconded by Bryan / Carl to accept the agenda as amended. CARRIED.
3. **Approval of Minutes from 2 November 2015 Meeting:** Moved / Seconded by Amy / Carl to approve the minutes of the 2 November 2015 meeting as tabled. CARRIED.
4. **Financial Update:** Bryan gave a financial report including a handout that summarized the HCIF financial status as follows:

End November 2015

Investment Portfolio at ScotiaMcLeod:	\$1,136,115
Bank Account at Scotiabank:	\$15,436

5. **Community Carrot – Suspension of Operations:** Craig noted he had circulated an email from the Carrot to the HCIF Board. The email contained an update and the Carrot's financial statements. Since receiving that email from the Carrot, Craig said that he had not received any recent updates from the Carrot Board. Michelle suggested that she and Craig should meet with the Carrot Board Executive in the New Year to determine their intentions.
6. **Strategic Planning Retreat:** Bryan reported that three firms had expressed interest in conducting the Strategic Planning Retreat. He said one proponent was rejected as its approach was not suited to the objectives of the HCIF Board. He said he had not received a specific proposal from another proponent, and he had received a cost quote from the third. There was some concern regarding the cost of the proposal and the HCIF Board asked Bryan to source other firms that could potentially conduct the Strategic Planning Retreat. Bryan said he would report back to the Board.

7. **Development of an HCIF Logo:** Craig said that he, Amy and Bryan had met with Breakhouse staff on 18 November 2015 to conduct the initial discovery process. Bryan briefly discussed some of the questions that were posed. The next session will be in the New Year after the Breakhouse staff have had an opportunity to synthesize and process the information gathered at the session.

8. **HRM Volunteer Awards:** Amy reported that she had prepared the initial draft and had reviewed it with Craig. She said that she had circulated the latest version to the HCIF Board members for their review and comment. As the deadline for submitting the nomination is 11 December 2015, she asked that if any HCIF Board members had any comments that they forward them to her as soon as possible. Craig thanked Amy for her work on the submission.

9. **Halifax Volunteer Conference:** Craig spoke about his attendance at the Halifax Volunteer Conference on Friday, 21 November and Saturday, 22 November 2015 at the Holiday Inn in Dartmouth. He congratulated HCIF Board member Lindell Smith for his fine job as the Keynote Speaker at the Conference. Craig said that the series of workshops he attended were focussed around Board Development and Board Governance. He said the sessions were extremely beneficial and he would review his notes and the materials distributed during the sessions and would update the HCIF Board in the future.

10. **HCIF Board Member Recruitment:** Amy noted that no applications had been received to-date. Craig stated that he was fine with that situation as the HCIF Board needed to determine the date and content of the Strategic Planning Retreat.

11. **Next HCIF Meeting – 4 January 2016 – Annual General Meeting:** Craig said that the next HCIF Board Meeting would be classified as the HCIF Annual General Meeting, as agreed upon in earlier HCIF Meetings. He said that the Agenda would include the Election of Executive, Budget Approval, and Setting Strategic Objectives. He asked HCIF Board members to start thinking about this meeting and to also consider if they are interested in holding an Executive Position. Craig said that the Agenda would be circulated at least one week before the next meeting.

12. **Expenditure Approval for HCIF Board Social:**

Motion: Moved / Seconded by Bryan / Carl that up to \$350.00 be approved for the 7 December 2015 HCIF Board Social. CARRIED

13. **Upcoming Website Updates and Tweets:** The HCIF Board discussed what should be posted and tweeted in the near future.

14. **Next Meeting:** The next HCIF Board meeting will take place at 5:30pm on Monday, 4 January 2016 at the George Dixon Centre.

15. **Meeting Adjournment:** 6:25pm. Moved by Bryan.