

Halifax Community Investment Fund Society

8 July 2015

Meeting Minutes

2663 Oxford Street

Present: Bryan Darrell, Melinda Daye, Carl Gannon, Amy Hunt-Boudreau, Linda Mantley, Paul O'Hara, Michelle Strum, Craig Walkington, and Alex Zachernuk

Absent: Lindell Smith

1. **Call to Order:** 6:11pm.
2. **Agenda:** Moved / Seconded by Alex / Michelle to approve the agenda as amended. CARRIED.
3. **Approval of Meeting Notes from 1 June 2015:** Moved / Seconded by Bryan / Carl to approve the minutes of the 1 June 2015 meeting as tabled. CARRIED.
4. **Financial Update:** Bryan tabled the monthly financial report. The HCIF financial status at the end of June 2015 was as follows:

Investment Portfolio at ScotiaMcLeod:	\$1,164,749
Bank Account at Scotiabank:	\$ 7,954

Bryan noted that the investment portfolio is down due to a decline in the markets.

5. **Confirmation of Email Vote on following motion:**

Motion: Moved / Seconded by Craig / Amy that the HCIF purchase 10 tickets at a cost of \$1,000.00 for the Hope Blooms fundraiser, "Celebration of Hope!" CONFIRMED. (Note: Lindell was recused from voting due to his association with Hope Blooms).

6. **HCIF Bursary Program – 2015-2016:** Lindell presented the bursaries at the Citadel High Graduation Ceremony on 29 June 2015. Craig said that he would be sending the first installment of the bursary cheques at the end of the first week in August. The cheques will be made to and sent directly to the educational institutions.

7. **Fund Raising Committee:** Craig noted that he had two of the three letters prepared by Bryan. The intention of the letters is to solicit donations to support the Bursary Program and the donor organization would have its name attached to a bursary. Bryan said that there was potentially an issue in that one of the organizations was a brewery and that a brewery name should not be attached to a bursary where the recipient was not of legal drinking age. It was determined that any bursary with a brewery name attached to it would only be distributed to a recipient who was 19 years of

age or older. Bryan said he would send the third letter to Craig. Craig said he would review and adjust the letters to his particular style of writing.

8. Community Contacts Update: Michelle said she would contact LaMeia Reddick to determine the status of updating the information that had been collected earlier. Craig said that it was important to ensure that any work done on this project by a non-Board Member must be fairly compensated. Craig noted that there was supposed to be a meeting with the United Way in the near future to discuss the various organizations in the community; however, he had not received any further details of the meeting. (Note: The United Way has announced the Gottingen Community Meeting for 14 August 2015 and Craig will attend).

9. HCIF Public Information Meeting: It was decided that the HCIF Board will hold an Annual General Meeting in January 2016 at which time the Board Executive would be elected, the 2016 Budget would be approved, and strategic decisions would be made for the upcoming year. In addition, a Public Information Session will be held in the Spring of 2016 at which time key information on the HCIF and its activities and programs would be presented to the public.

10. Leave of Absence for Michelle Strum: Michelle had indicated that she wanted to take a Leave of Absence from the Board until October 2015. Craig noted that the current By-Laws do not cover this issue; however, a precedent was set when he took a Leave of Absence to attend a year-long course in Toronto in 2011/2012. As there is no meeting scheduled for August, it was decided that Michelle would simply send "Regrets" for the next two meetings and she would not take a formal Leave of Absence. Craig noted that those Board members who give notice of their absence at a meeting will be recorded as "Regrets" on the meeting notes. Those Board members who fail to show at a meeting and do not provide advance notice will be recorded as "Absent" on the meeting minutes. Craig said that the issue of meeting attendance needs to be addressed in the revision of the By-Laws.

11. Expenditure Approval for HCIF Board Social:

Motion: Moved / Seconded by Bryan / Melinda that up to \$300.00 be approved for the July HCIF Board Social. CARRIED

12. Upcoming Website Updates and Tweets: The Board discussed what should be posted and tweeted in the near future. It was decided that any photos from the Hope Blooms Fundraising Gala and the latest HCIF Board meeting notes would be posted.

13. Departure of Alex Zachernuk: Craig noted that Alex was resigning from the HCIF Board as he will be attending school in London, UK. On behalf of the Board, Craig thanked Alex for his work and said that he would be welcome to rejoin the Board.

14. Next Meeting: The next HCIF Board meeting will take place at 5:30pm on Monday, 14 September 2015 at the George Dixon Centre.

15. Meeting Adjournment: 6:51pm. Moved by Bryan.