

Community Foundation of Portage and District Inc.
Board Meeting – Tuesday, May 17, 2022 at 7:00pm.
Zoom & CFPD Board Room
Minutes

PRESENT: Ken Brennan (Chair), Anita Janzen-Gemmell, Doug Pedden, Sherrie Palmer, Tom Wilson, Jody Fletcher, Lucy Kinnear Stephanie Verhoeven, Warren Neufeld, Cornell Pashe and Gail Patterson

STAFF: Mandy Dubois (Executive Director)

REGRETS: Blair Geisel & Winnie Pauch

1. **Treaty Acknowledgment**
2. **Endow MB Community Engagement & Convening Final Presentation**
3. **In Camera Session**
4. **Consent Agenda**
 - 4.1 **Agenda**
 - 4.2 **Minutes – April 19,2022**
 - 4.3 **Reports**
 - a) **Executive Director**

Approved by consensus

5. Finance & Investment Committee

5.1 March 2022 Financials

The Treasurer provided a review of the March 2022 Financials, highlighting the current balance of the Endowment Fund, unrealized gains on investments and notes of the budget versus actual expenses for operations.

MOVED by Anita Janzen Gemmell SECONDED by Doug Pedden to approve the March 2022 financials as presented. CARRIED

5.2 Investment & Finance Committee Meeting Update

The Investment & Finance Committee provided a short update from their meeting held just before this Board Meeting. The committee reviewed the first draft of the 2021 Audit, discussed the ENSO contract renewal with Solutions IT and are working on the Investment Policy review.

6. Fund Development Committee

6.1 Fund Development Committee Report

A brief summary of the Fund Development Committee Meeting from April 26th was provided including social media updates, the annual report, the Annual Celebration being planned and the Ducks in a Row event.

6.2 Annual Celebration & AGM June 16th

Details for the upcoming AGM and Annual Celebration were discussed and date and time was confirmed for June 16th Board Meeting at 5pm and AGM/Celebration at 7pm.

7. Nominating Committee

7.1 Nominating Committee Report & Recruitment

A summary of the last two nominating committee meetings was provided including strategies for new Board Member recruitment for 2022. A discussion took place in regards to the recommended nominees presented by the Nominating Committee.

MOVED by Stephanie Verhoeven SECONDED by Anita Janzen-Gemmell to approve the Nominating Committee's recommendations to recruit Jessica Stewart and Amy Chappellaz as new Board Members. CARRIED

Stephanie Verhoeven will be responsible for recruiting Jessica Stewart and Gail Patterson will be responsible to recruit Amy Chappellaz.

8. Future Items

8.1 Donor Recognition Schedule

May & June Sherrie -Thank you Cards & Cornell on Phone Calls

8.2 Governance Committee Meeting – TBD

8.3 Fund Development Committee Meeting – May 31st at 10am

8.4 Bursary Committee Meeting – June 1st at 5pm

9. Other Business

9.1 Intentional & Inclusive Engagement & Convening – Endow MB Session

The endow Mb Session was presented at the beginning of the meeting.

9.2 Urgent Grant Request from PCI

A discussion was held on a urgent grant request received from PCI as well as a recent meeting with the Portage la Prairie School Division attended by the Grants Committee Chari and the Executive Director. No funding will be provided to PCI based on the conversations with the school division.

9.3 Marketing Administrative Assist Job Posting

This agenda item was discussed during the in camera session.

Adjournment at 8:50pm

Respectively Submitted by:

**Approved by the Board at the Meeting
Held June 16, 2022**

Mandy Dubois – Executive Director

Signature of the Presiding Officer