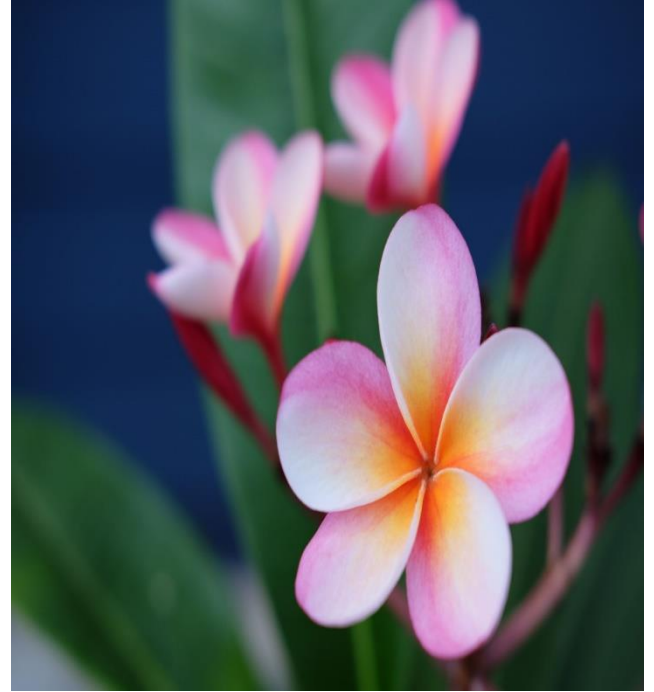


# Executive Director Report



**June - August 2023**

## **Awards & Bursaries:**

- Updated Bursary application and added new bursaries.
- Reviewed all bursary agreements to establish payout amounts.

## **Granting:**

- Reviewed and updated all Granting information in preparation to grant to Non-Qualified Donees and sent all information and documentation to Ken to review.
- Met with Rick Henderson and Paulette Connery to conduct a site visit at Delta.
- Met with Tara at ARC to conduct a site visit.
- Met with Ken regarding changes to grant documents.
- Conducted a Site Visit at the Portage Library, PCI Basketball Courts, Portage ARC, and St. Marks Community Club.

## **Governance:**

- Reviewed all Policies, By-Laws, and Governance manual to check for changes and sent to Cathie to review.

## **Donor Engagement & Growth:**

- Met with Lori from the Portage Ukrainian Nursery School regarding a Fund.
- Met with Donors of the PUNS Fund regarding Fund and created and signed agreement.
- Met with the Executor for Bill Radford regarding setting up three funds.
- Attended staff meeting at Southport to present employee payroll donations.
- Attended cheque presentation at Portage Mutual.
- Attended the CFC conference in Toronto.

## **Operational:**

- Prepared for and attended CFPD AGM & Celebration.
- Conducted Melanie's 3-month evaluation.
- Volunteered at National Indigenous People's Day at Island Park.
- Attended PCI Awards night.
- Prepared all new Board information and documents.
- Prepared all documents for changes to signing officers with Stride, RBC and Cardinal.
- Met with Penny from Community Futures regarding Strategic Plan.
- Updated Board Roster and Work Plan.

- Updated New Board Member Orientation Package and held session.
- Met with Warren to discuss meeting schedules, rosters, etc.
- Created New Community Volunteer Orientation Package and met with Delnora and Lynne.
- Attended a virtual meeting with Endow MB regarding Developing Financial Resilience
- Attended the viewing of Baker Suites at Southport.
- Source deduction submitted for June were \$1,592.04 and July was \$1,542.35.
- GST was sent.
- CFPD Website was updated.

### Donations for June, July and August 2023

Donations for June		
Name	Amount	General Ledger
Irene Froese	\$20.00	D Jones Fund for Literacy
Robert and Charlotte Jones	\$50.00	D Jones Fund for Literacy
Evelyn Arnott	\$100.00	D Jones Fund for Literacy
Marlene Coltart	\$50.00	D Jones Fund for Literacy
William & Sandra Rex	\$25.00	D Jones Fund for Literacy
Dr. James and Joyce Ross	\$90.00	D Jones Fund for Literacy
William Thomas	\$50.00	D Jones Fund for Literacy
Beverly Unrau	\$30.00	D Jones Fund for Literacy
Tyne and Nathan Peto	\$25.00	Harvey and Barbara Carmichael Family Legacy Fund
Andy and Jody Fletcher	\$50.00	Harvey and Barbara Carmichael Family Legacy Fund
Dave & Sandra Falk	\$1,000.00	Oakville Cemetery Fund
Sandra Wallace	\$10.00	Smart & Caring Community Fund
John Boehm	\$15.00	Smart & Caring Community Fund

**\$1,515.00**

### Donations for July

Name	Amount	General Ledger
Dr. Shayne Reitmeier	\$1,000.00	Alexis Unrau Bursary Fund
Robert & Mary Beck	\$1,500.00	Barbara Alice Beck Scholarship Fund
Estate of William Stanley Radford	\$350,000.00	Bill Radford Fund
Gail Roberts	\$100.00	Burnside Cemetery Fund
Evelyn Arnott	\$100.00	Eva Shewchuk & Friends of the Library Fund
Brian and Shelly Bell	\$100.00	Eva Shewchuk & Friends of the Library Fund
Tyne and Nathan Peto	\$25.00	Harvey and Barbara Carmichael Family Legacy Fund
Tyler Cote & Michelle Nostedt	\$5,000.00	Portage Ukrainian Nursery School
Estate of Richard Lynwood Street	\$50,000.00	Smart & Caring Community Fund
John Boehm	\$15.00	Smart & Caring Community Fund
Candace Trussler	\$50.00	Sports and Recreation Fund

**Total \$407,890.00**

### Donations for August

Name	Amount	General Ledger
Barbara E Jones	\$100.00	Dr. Robert E. and Charlotte L Jones Fund
Cameron and Sandra Brands	\$2,500.00	Cameron and Sandra Brands Family Fund
David & Brandwyn Kinnear	\$300.00	Ptge Ukrainian Nursery School
John Boehm	\$15.00	Smart & Caring Community Fund
John Irvine	\$100.00	Longburn Cemetery Fund
Mr. and Mrs. Bill & Cathy Skyhar	\$2,000.00	Bill & Cathy Skyhar Bursary Fund
Nancy Murray	\$25.00	Burnside Cemetery Fund
Owen and Paula McKenzie	\$50.00	Burnside Cemetery Fund
Portage la Prairie Mutual Insurance Company	\$10,000.00	Portage la Prairie Mutual Insurance Company Fund
Portage Rotary Club	\$100.00	Smart & Caring Community Fund
Quarry Choristers	\$35.00	Burnside Cemetery Fund
Sandra Lehmann	\$50.00	Burnside Cemetery Fund
Tyne and Nathan Peto	\$25.00	Harvey and Barbara Carmichael Family Legacy Fund
Valerie Gilroy	\$50.00	Oakville and District Community Endowment Fund

**Total \$15,350.00**

**Our Endowment Fund is now \$12,004,120.88**