

Minutes

PRESENT: Warren Neufeld, Ken Brennan, Doug Pedden, Cathie McFarlane, Stephanie Verhoeven, Sherrie Palmer, Pat Nodrick

VIRTUAL ATTENDANCE: Garry Wright, Aaron Pierre

ABSENT: Barry Greenberg, Divjot Divjot, Amy Chappellaz

STAFF: Lorna Knight

The meeting was called to order at 7:03 p.m.

1. Land Acknowledgment – Cathie McFarlane

2. Consent Agenda

2.1 Agenda

2.2 Minutes – October 21, 2025

2.4 Executive Director Report

Approved by consensus

3. Granting Committee Update- Warren

3.1 Fall Grant Committee Report- Warren noted that this Fall grant intake saw the most applications we have ever received (36 applications) with over \$760,000 in requests for projects. The grant committee has put forth their report to support 13 projects with a total allocation of \$206,214.13. Warren noted that the matrix was particularly useful when reviewing such a high number of applications. The Grant Committee also edited the Grant matrix to include additional “points” to be allocated to new applicants and to cultural groups in order to boost these applications slightly. The Grant Committee felt that the one-time new applicant boost would help those grassroots community groups who have less experience and knowledge in grant application completion. Warren noted that although there were so many applications, the Grant Committee did their due diligence in selecting the successful applicants and he felt that the awarded grants covered a wide spread of CFPD mandates.

3.2 Lion’s Club Payout- As requested by the Board, Warren relayed that the Grant Committee determined that this payout was planned to be allocated to Prairie Fusion, as their project did not get approved as part of the Fall Granting. They will receive \$1500 as per their project request and the remaining \$175 as part of the 50% will be added to the Lion’s Prairie Manor Foundation payout. The total Lion’s Manor Foundation payout will then total \$1875.00.

Moved by Warren Neufeld, that the Grant Committee report and grant allocation be accepted as presented and that the Investment Income from the Lion’s Club Fund be allocated as reported. Seconded by Sherrie Palmer. Carried

4. Finance – Doug

4.1 September Financials – No major changes in finances from last year to this year. Investments have increased and the debentures are decreasing as is expected. In terms of the Profit and Loss to date, the expenses are well controlled and within the parameters of the estimated budget for the year.

4.2 Excess Fund Disbursement – Questions regarding this document were addressed after the October Meeting and the document is considered to be accurate. The payout is configured

utilizing a three-year average to offset any increases and decreases in annual investment returns. The total excess funds to be distributed to funds is \$52,750.86 which is a significant increase from last year's \$21,276.

Moved by Doug Pedden, that the September Financials and Excess Fund Disbursement be approved as presented. Seconded by Sherrie Palmer. Carried

4.3 Budget – This budget was created based on the most accurate information regarding 2026 expenses and revenue as of October 30, 2025, and based upon the best knowledge for renewal costs. Doug notes that there are areas in which expenses have increased, notably insurance has increased as we have added cyber insurance to our policies. Other typical increases include postage, rent and professional fees (audit). The budget is well balanced for 2026.

Moved by Doug Pedden, that the 2026 Draft Budget be approved as presented. Seconded by Ken Brennan. Carried

5. Funds

5.1 Fund Development Committee Update

Ken provided an update from the recent Fund Development Committee. Ken spoke to Sherri in advance of the meeting to ascertain whereabouts the committee was at in terms of what direction the committee should take this year. The committee reviewed the TOR- there are no recommended changes at this time. The committee also discussed a potential "men's event" and the decision was that if an event for men was created, we would need to look at a completely different type of event that deviated greatly from the 150WWC event. This type of event is not to be pursued at this time.

Lynne relayed to the committee about the success that the Hospital Foundation is having with their 50/50 payroll lottery. The committee has directed Lorna to speak to Tara and inquire more into the administrative set up of this type of potential donation source. The committee discussed perhaps starting with PLPSD as a starting point, with the proceeds to go into PLPSD funds.

Ken also noted that the grant committee will start making phone calls at the one-year anniversaries of funds in order to acknowledge the first investment income payouts from these accounts as well as ensuring we are touching base with these new fund holders. Other milestones will be acknowledged with phone calls as well, by the fund development committee- as directed by CFPD staff. Lorna will be adding this to the office manual and work plan as well as informing staff of this update.

5.2 Giesel-Finney Future Fund – Lorna reported that this new fund was set up after several meeting with the fund holders as well as RRC. This fund is a unique fund that will be awarding funds to an individual who is experiencing financial need and is attending post-secondary school in the Portage la Prairie area. The fund holders felt that this would aim to assist adult learners, recent graduates as well as newcomers in their pursuit of education. The fund holders' have been very active in promoting this new fund and we are hopeful that it will generate more donations in the coming months.

5.3 Family Resource Center Fund- Lorna noted that CFPD received the \$10,000 for the agency fund and it is now active. Social media will be released on this fund in the coming weeks.

6. Holiday Hours – Cathie

Cathie relayed to the board that the office would be closed from December 22-26th as part of our holiday closure, keeping in line with what has been done in previous years. Staff will be in the office the following week to assist with end-of-year donations and the move from QuickBooks desktop to QuickBooks online.

7. Board Retreat – Cathie

The Board Retreat will take place on Wednesday December 10th commencing at 5pm at the Peggy May Legacy Center. Bowling was not available as it is league night, so we have pivoted to using the new golf simulator and lounge area at the Central Plains RecPlex. There will still be a December board meeting on Tuesday December 16th.

8. Giving Week Update – Lorna

Lorna wanted to thank the special events committee, especially Stephanie for her hard work in acquiring donated gift cards from which giving week challenge donors were drawn. This added incentive is a welcome addition to the Giving Challenge Week. There are still a few donations and securities that are slow to be deposited in our accounts so a final total is not yet determined, however it looks like we will be close to the same amount donated as last year. Final numbers will be sent into Endow MB this week. We did reach the maximum for the matching donations.

Moved by Warren that the meeting be adjourned at 8:06 p.m.

Submitted by:

Approved by:

Lorna Knight – Executive Director

Signature of Executive Officer