

**Community Foundation of Portage and District Inc.
Board Meeting – Thursday June 16, 2022 at 5:00pm.**

Prairie Fusion Board Room

Minutes

PRESENT: Ken Brennan(Chair), Warren Neufeld, Gail Patterson, Jody Fletcher, Blair Geisel, Anita Janzen-Gemmell, Winnie Pauch, Sherrie Palmer, and Stephanie Verhoeven

STAFF: Mandy Dubois (Executive Director)

REGRETS: Doug Pedden, Cornell Pashe, Tom Wilson & Lucy Kinnear

1. In Camera Session

2. Consent Agenda

2.1 Agenda

2.2 Minutes – May 17,2022

2.3 Reports

- a) Executive Director
- b) Fund Development Committee Meeting

Approved by consensus

3. Finance & Investment Committee

3.1 2021 Audited Financial Statements

On June 2, 2022 a email vote to approve the 2021 Audited Financial Statements. The following Board Members voted in favor of the financials, Stephanie Verhoeven, Tom Wilson, Winnie Pauch, Ken Brennan, Cornell Pashe, Jody Fletcher, Warren Neufeld, Doug Pedden and Anita Janzen-Gemmell, there were no votes against.

An opportunity was provided at the Board Meeting for any further questions or discussions.

4. Fund Development Committee

4.1 Southport 30th Anniversary Marathon

Southport Aerospace has asked the Community Foundation of Portage & District to provide at least 10 volunteers at their 30th Anniversary Marathon on September 17, 2022 in return for all proceeds being donated to the Foundation. Board Members are encouraged to sign up as well as any family or other volunteers with the Foundation.

4.2 Ducks in A Row Event

The Fund Development Committee has reviewed a number of options for location for the Ducks in a Row event and will be touring the Fort la Reine Museum as a potential site. Date for the event is mid to late September.

5. Nominating Committee

5.1 New Board Member Applications

New Board Member applications were reviewed in the Board Package.

MOVED by Sherrie Palmer SECONDED by Anita Janzen-Gemmell to approve the applications of Cathie McFarlane and Amy Chappellaz as Board Members. CARRIED

6. Bursary Committee

6.1 Bursary Committee Report

A report was provided from the Bursary Committee Meeting on June 1, 2022 including the committees selection for each bursary.

MOVED by Stephanie Verhoeven SECONDED by Gail Patterson to approve the Bursary Committee Report as presented. CARRIED

6.2 Policy 4.05 Applications Medical Bursaries

Committee is recommending to inactivate policy 4.05 since there is only 1 application for all bursaries.

6.3 Policy 4.06 Awards & Bursaries

Policy 4.06 was reviewed included proposed changes

MOVED by Stephanie Verhoeven SECONDED by Winnie Pauch to inactivate Policy 4.05 Applications – Medical Bursaries and approve Policy 4.06 Awards & Bursaries as presented. CARRIED

7. Future Items

7.1 Donor Recognition Schedule

July & August Stephanie -Thank you Cards & Tom Than you Phone Calls

8. Other Business

8.1 Marketing Administrative Assist Job Posting

This agenda item was discussed during the in camera session.

8.2 Auna Marie Brown Celebration of Life

CFPD has been asked to attend, there are a number of Board Members attending that will represent the Foundation.

8.3 Office Lease

Office Lease is up for renewal in August 2022, no major changes from current lease, except seeking clarification on liability insurance amount.

8.4 Executive Director Job Posting

The Executive Committee will be responsible for the selection of the new Executive Director.

Adjournment at 6:15pm

Respectively Submitted by:

**Approved by the Board at the Meeting
Held September 20, 2022**

Mandy Dubois – Executive Director

Signature of the Presiding Officer