

Community Foundation of Portage and District Inc.
Board Meeting Tuesday, May 14, 2024
CFPD Boardroom
Minutes

PRESENT: Warren Neufeld, Ken Brennan, Doug Pedden, Cathie McFarlane, Stephanie Verhoeven, Amy Chappellaz, Pat Nodrick, Barry Greenberg, Garry Wright

Regrets: Sherrie Palmer

STAFF: Kimberly Lavallee

The meeting was called to order at 7:00 p.m.

Land Acknowledgment

Brent Miche from MNP presented the 2023 audited financial statements.

Moved by Doug Pedden, seconded Cathie McFarlane to approve the 2023 audited financial statements as presented. Carried

Consent Agenda

Agenda – with the addition of Braden Family Fund discussion.

Minutes

Executive Director Report

Approved by consensus.

Cathie presented the Governance Committee report by presenting the updated By-Law # 1 and policies 1.01, 1.06, 1.08, 1.09, 2.09 and 3.01.

Motion by Cathie McFarlane, seconded by Amy Chappellaz to approve the updated as presented. Carried

Doug Pedden presented the March financial statements.

Motion by Doug Pedden, seconded by Pat Nodrick to approve the March statements as presented. Carried

Kim provided a report on Fund Development for Sherrie.

New Business

- The papers for the Heather Carmichael estate have been sent back and the expected donation is \$250,000.
- Kathy Lilyholm called and will be setting up a family fund. All documentation has been sent.
- Planning has started for our AGM. It is being held at the Herman Prior Centre on June 13, 2024. Board meeting at 5:00 p.m., AGM at 5:30 p.m., Dinner at 6:00 p.m. and Annual Celebration to start at 7:00 p.m.
- Discussion regarding future board members has been tabled to the June meeting. The Nominating Committee will meet first.

- Warren asked that the Board Roster remain the same for 2024-2025, but if any board members wish to change, they are to notify him and Kim.
- Warren offered a brief report on the Endow conference.
- Men's fundraising event was tabled till Fall.
- Donor appreciation event is tabled till Fall.
- Kim explained that she has hired a part-time term receptionist for a 3-month term and will then look at readvertising the Marketing Administration position.

The meeting was adjourned at 8:30 p.m.

Respectively Submitted by:

Approved by:

Kimberly Lavallee – Executive Director

Signature of Executive Officer