

## Bursary Society CFUW-SC Board Meeting

### Minutes

Meeting Date, Time and Location: **Monday April 9, 2018 1:00 p.m.** held at the home of Patsi Minnes  
4043 Browning Road, Wilson Creek

Attendees: Maggi Carson, Kathy Caswell, Ellen Heale, Elaine Jackson, Bev McEwan, Wendy McGowan,  
Patsi Minnes, Adrienne Relkie, Kathy Taylor, Carol Tiessen

Regrets: Unni Claridge

Secretary: Ellen Heale

A warm 'Welcome back' was extended to Maggi.

1. Chair Patsi Minnes
2. Quorum - Yes
3. Motion to approve Agenda: by Carol, seconded by Bev, Carried
4. Motion to approve the Minutes of January 29, 2018, as circulated: by Maggi, seconded by Kathy,  
Carried
5. Unfinished business:
  - 5.1 Distribution of bookmarks: IGA (500), IDA (190), CanaDarres dinner (75), Library (~50), Fashion Show (200), Board (25), balance ~ 50 from 1,000 printed; ensure in future to put in grocery bags
  - 5.2 Fundraising letter: email to over 200 potential donors; a few donations on-line and at the general meeting; look at a follow-up after the Fashion Show
  - 5.3 Financial report as of the end of March; \$13,146.24, money to come off for advertising; acknowledge 100+ Women Who Care via Facebook; Motion to approve financial report: by Kathy, seconded by Wendy, Carried; Ivan Sayers fundraising, \$1,045 received for tickets to date, approximately 50% sold



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BursaryAccount.pdf

6. New Business:

- 6.1 2018 bursary application update; 10 days away, one received to date; need to review the application going forward, compare with application forms from other clubs; discussion on this year's award amount and maintaining a 'balance' for next year
- 6.2 Capilano University; letter February 26<sup>th</sup>, 2018 to Capilano University regarding \$2,500. outstanding and our desire to sever our 'Terms of Reference' arrangement; Motion to terminate our Terms of Reference agreement with Capilano University, Moved by Patsi Minnes, seconded by Adrienne; Carried. A letter will be sent to Capilano University.
- 6.3 IDA (RX Drugs) Bursary – Jen (Manager) cheque for \$700. \$500 bursary and \$200. for advertising.
- 6.4 Funding and Grant Application Group; work in progress, sub-committee to be planned for next year.
- 6.5 Guidelines for naming bursaries; draft document; 4. a) ask Wendy Francis about \$25,000 endowment amount; 4. b) minimum annual amount of \$1,000 per year; discussion on joint naming
- 6.6 AGM May; New Bursary Board members; losing several Board members, thank you to Kathy, Bev, Carol, and Adrienne for their work on the Board and dedication to bursaries for women on the Coast; Maggi has one more year, to be confirmed; invitation to new Bursary Board members – please contact Patsi; list of potential Bursary Board members will be sent to Rosemarie Blenkinsop prior to the AGM.
- 6.7 Other; Meet this year's bursary recipients at Strait Coffee at a time to be determined during the week of May 7<sup>th</sup>; Board members welcome to participate
7. Next meeting date: Choose recipients **Wednesday May 2, 2018 at 10:00 a.m.**, bring your lunch; attached is a copy of rating form (note that the Word version is a 'fillable' form), also available at <https://www.cfuwscbursarysociety.org/401/login.php?redirect=/administration.html>

Note: Relevance/Employability is 'all or nothing', i.e. 0 points or 5 points – nothing in between



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pplicants2018.docx



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8. Motion to Adjourn at 2:00 p.m. by Adrienne.