

Bursary Society CFUW-SC Board Meeting

Minutes

Meeting Date, Time and Location: **Monday June 14, 2021 at 1:04 p.m.** virtually via Zoom due to the COVID-19 restrictions.

Attendees: Jan Adaskin, Marian de Jong, Marie Anna Elder, Ellen Heale, Elaine Jackson, Rhian Piprell and Kathy Taylor. Introduction of Board members.

Recording Secretary: Ellen

- 1) Chair Ellen Heale
- 2) Quorum Yes (8)
- 3) Agenda **Motion** to approve Agenda, as amended by Marian, seconded Elaine, Carried
- 4) **Motion** to approve the Minutes of May 10, 2021, and May 31, 2021 AGM, as circulated by Jan, seconded Marie Anna, Carried
- 5) Unfinished business:
 - 5.1 Past Minutes, correspondence to the Sechelt Public Library Archives [Ellen]
 - 5.2 Annual Report submitted to BC Registries to meet Societies Act and distributed to donors, as requested [Ellen]
 - 5.3 Report on CFUW-SC Club Board meeting [Elaine] Update on moving ahead with small board, upcoming membership drive, also need to retain members. June 21st social event planned for 4:00 p.m.
 - 5.4 Update website and Facebook page with pictures of new recipients and updated information [Ellen]

Reminder: Each Board member needs to keep track of volunteer hours (for grant applications). The form is available on the Bursary website under 'Administration' Send to Elaine if not already done so. [All]

- 6) New Business:
 - 6.1 Review of 2021 – 2022 budget [Elaine]; Motion to approve by Elaine, seconded Jan, Discussion, Carried; Motion to retain current signers with the Credit Union as Elaine, Jan and Ellen (backup) by Elaine, seconded Marian, Carried
 - 6.2 Election of Officers [Elaine]
 - (a) President
 - (b) Past President
 - (c) Treasurer Elaine Jackson
 - (d) Assistant Treasurer

- (e) Secretary Elaine Jackson
- (f) Members-at-Large: Jan Adaskin, Marian de Jong, Marie Anna Elder, Diane Melody, Marlene Oussoren, Rhian Piprell
Marlene Oussoren (to be asked) to be the liaison with CFUW-SC Board, chairing meetings in rotation pending additional support.

Motion to approve the election of officers as presented by Elaine, seconded by Jan, Carried.

6.3 Strategic Planning Discussion 2021 - 2022 [All]

Leave to October planning meeting.

6.4 Proposed meeting dates [All] Historically second Monday of the month at 1 p.m.

- (a) October 4th – strategic planning
- (b) January 10th - review rating and application forms
- (c) March 14th - advertising campaign (March 2022); applications (April 1st to May 2nd, 2022); request for donations (IWD March 8th, 2022)
- (d) May 9th – review of applications; award bursaries (week of May 10th 2022)
- (e) May 23rd - AGM

7) Next meeting date: October 4, 2021 at 1:00 p.m.

8) **Motion** to Adjourn by Elaine at 1:40 p.m.