

Bursary Society CFUW-SC Board Meeting

Minutes

Meeting Date, Time and Location: **Monday March 2, 2020 at 1:01 p.m.** held at the home of Ellen Heale, 5738 Cartier Road, West Sechelt

Attendees: Diana Adams, Jan Adaskin, Marie Anna Elder, Ellen Heale, Elaine Jackson, Marlene Oussoren

Recording Secretary: Ellen

- 1) Chair Ellen Heale
- 2) Quorum Yes
- 3) **Motion** to approve Agenda, as amended by Jan, seconded Marie Anna, Carried
- 4) **Motion** to approve the Minutes of January 13, 2020, as circulated by Marie Anna, seconded Elaine, Carried
- 5) Unfinished business:
 - 5.1 Treasurer's Report as of February 29,2020. April 30th is the fiscal year-end so need expenses by then if at all possible. SCCF amount expected by the end of April. **Motion** to approve the Treasurer's Report, by Elaine, seconded Marlene, Carried
Discussion of potential amount available for 2020 bursaries; recommended amount approximately \$9,000. To be finalized at the May 4th meeting.
 - 5.2 Plan for advertising campaign March/April [Ellen] – Advertising campaign; Facebook promotion (Capilano University, Sunshine Coast Community Foundation, CFUW-SC, FYI Sunshine Coast), contact previous bursary recipients, newspaper add to run March 20th and April 10th, and a submitted article for March 8th to the Coast Reporter.
 - 5.3 Request for donations letter to be emailed March 7th prior to IWD [Ellen]
 - 5.4 Poster distributed; location sheet for posting was signed and is attached. Thank you.
 - 5.5 Review of applications for eligibility and completeness (Jan plus another if required); form available

** Reminder: Each Board member needs to keep track of volunteer hours (for grant applications).

- 6) New Business:
 - 6.1 Board members for 2020 – 2021; retiring (Wendy and Patsi), remaining (Ellen, Elaine, Marlene, Marie Anna, Marian, Club President), new (Mardie Campbell); minimum 7/maximum 11; If you know of anyone else who might be interested please speak with them.

“President, Past President, Vice-President, Secretary, Treasurer, and Vice-Treasurer, comprising the executive members, plus if available, Members at Large, and one ex officio Director appointed by the Club’s Board of Directors.”

“Directors are elected for two (2) years, and may be re-elected once, for a maximum of four (4) consecutive years, but may be re-elected after a one-year absence from the Board. The Director chosen as President may only serve for two (2) consecutive years in that capacity.”

6.2 Marie Anna Cabi Fundraiser – funding opportunity available until end of March 2020.

6.3 Club Fundraiser for the Bursary Society, Tea by the Garden on March 29th, 2020 2 to 4 p.m., bursary table, tickets \$20.

7) Next meeting date: May 4th review of applications (open from April 3rd to May 1st); include decision on amount awarded

Note: Bursaries awarded week of May 11th; Bursary Society AGM May 25th

8) Motion to Adjourn by Marlene, at 1:53 p.m.