

Bursary Society CFUW-SC Board Meeting

Minutes

Meeting Date, Time and Location: **Wednesday May 2, 2018 10:09 a.m.** held at the home of Patsi Minnes 4043 Browning Road, Wilson Creek

Attendees: Maggi Carson, Ellen Heale, Elaine Jackson, Bev McEwan, Wendy McGowan, Patsi Minnes, Adrienne Relkie, Kathy Taylor, Carol Tiessen and guests Marilyn Bowker and Laura Maddalozzo

Regrets: Kathy Caswell, Unni Claridge

Secretary: Ellen Heale

1. Chair Patsi Minnes
2. Quorum – Yes
3. Board members were thanked for this year's participation.
4. Currently have approximately \$18,000 for bursaries; intent is to have a cushion for next year; plan to give out approximately \$13,000 this year; no longer a disbursement to Capilano University
5. Review and discussion of bursary applications for 2018
6. Other business: Identify issues to be followed up by the new Board
 - 6.1 Bursary application form (are loans considered 'other support' as they have to be paid back); low paying job (ambiguous) or having to quit job or take a leave of absence from job; interpretation as improving their rate of pay; single mother (not lose points if married); rationale for living independently e.g. need to maintain a separate residence; daycare costs not included
 - 6.2 Ratings form (question all or nothing for relevancy/employability); answer questions in form style easier to understand compared to letter; discretionary points (e.g. maintain two households while attending school); weight costs of travel
7. Applicants will be notified by Patsi, plan to arrange pickup of cheques at Strait Coffee on May 8th between 3:00 and 5:00 p.m.; need pictures; arrange for a 'term of acceptance' to be signed by the bursary recipients for receipt of funds.
8. Bursary Naming Policy after a discussion it was decided to leave the endowment value at \$25,000. for an 'in perpetuity' naming; Motion to approve the Bursary Naming Policy by Patsi, seconded by Adrienne; Carried The policy is posted on the Bursary Website
<https://www.cfuwscbursarysociety.org/policies.html>

9. The new Board needs to develop an endowment disbursement policy (Ellen to draft)
10. Discussion on a Club member's email suggesting money from the Ivan Sayer's fundraiser be given back to the Club; discussion; advertised that all proceeds to the Bursary Society, any disbursement needs to be identified in advance; recommendation from the Bursary Society that the Club develop a Club fundraising policy
11. Next meeting date: May 28, 2018 Bursary Society AGM
12. June meeting to appoint new Board positions – June 19th at 1:00 p.m.
13. Reminder that Bursary applications be shredded.
14. Motion to Adjourn at 12:22 p.m. by Bev