

Bursary Society CFUW-SC Board Meeting

Minutes

Meeting Date, Time and Location: **Monday May 4, 2020 at 1:00 p.m.** virtually via Zoom due to the COVID-19 isolation requirements.

Attendees: Diana Adams, Jan Adaskin, Marian de Jong, Marie Anna Elder, Ellen Heale, Elaine Jackson, Wendy McGowan, Patsi Minnes, and Marlene Oussoren

Recording Secretary: Ellen

- 1) Chair Ellen Heale
- 2) Quorum Yes
- 3) Agenda revised as of May 3, 2020 **Motion** to approve Agenda, as amended by Marlene, seconded Marie Anna, Carried
- 4) **Motion** to approve the Minutes of March 2, 2020, as circulated by Elaine, seconded Jan, Carried
- 5) Unfinished business:

5.1 Treasurer's Report as of April 30, 2020. April 30th is the fiscal year-end. **Motion** to approve the Treasurer's Report by Elaine, seconded Patsi, Carried

(a) 2020 Sunshine Coast Community Foundation annual grant distribution is \$2,944.; 4% of the value of our endowment as of December 31, 2019 (\$94,084.58). Thank you letter to Wendy Francis. (Ellen)

(b) Discussion maximum amount available for 2020 bursaries is \$9,000. **Motion** to approve \$9,000. available for 2020 bursaries by Ellen, seconded Wendy, Carried

5.2 Response to donation campaign – after March 8th, 2020 (start of this year's campaign) and the Club's fundraising (cancelled Tea by the Garden) is \$275. (public); \$955. (members); \$1,106.35 (Club) for a total of \$2336.35

** Reminder: Each Board member needs to keep track of volunteer hours (for grant applications). email to Elaine as of the end of April (All).

6) New Business:

6.1 Thank Jan for her initial screening of the applications. Four didn't meet either eligibility and/or completeness requirements.

Review of bursary ratings and rankings and allocation of funds (discussion unminuted).

Summary of results to Elaine for processing cheques.

- (a) Follow-up with successful and unsuccessful applicants; notified the week of May 4th, 2020; terms of acceptance due May 11th and cheques to be mailed out (Elaine & Ellen)
- (b) Disposition of hardcopies (shredded) (All)
- 6.2 Notification to families re: Mercer and Fraser bursaries (Ellen)
- 6.3 Allocation of funds to SCCF endowment for future board consideration
- 6.4 **Motion** to postpone the Bursary Society AGM until September 2020 by Marie Anna, seconded Patsi, Carried; Notice, agenda and annual report sent out 30 days prior to the meeting. Must have our AGM and file our annual report under the BC Societies Act within this calendar year. If not held in September then would suggest an electronic meeting. Board to review status in August.
- 6.5 Facebook campaign reached 10,728 people; 332 post engagements
- 6.6 Confirm Marian staying on the Board; Wendy and Patsi will be completing their terms this year. Thank all of the Board members for their support.
- 7) Next meeting date: AGM in September (in person or electronically) followed by October 2020 for appointment of new board positions (within 30 days of the AGM) and planning for 2020 – 2021
- 8) Motion to Adjourn by Ellen at 1:46 p.m.