

CFUW-SC Bursary Society Board Meeting

Minutes

Meeting Date, Time and Location: Thursday October 5th, 2017 10:04 a.m. – Scheduled end time 12:45 p.m. held at the home of Patsi Minnes 4043 Browning Road, Wilson Creek

Attendees: Kathy Caswell, Bev McEwan, Wendy McGowan, Jane McKee, Patsi Minnes, Adrienne Relkie, Carol Steedman

Regrets: Maggie Carson, Isobel Gibson, Kathy Taylor, Carol Tiessen

Secretary: Ellen Heale

1. Quorum: Yes
2. **Motion** to approve Agenda, as circulated by Bev McEwan, seconded by Jane McKee, Carried
3. Approval of prior minutes. **Motion** to approve Bursary Society Board Meeting Minutes of May 17, 2017 by Jane McKee, seconded by Carol Steedman, Carried
Motion to make amendments to the Bursary Society Board Meeting Minutes of July 18, 2017 by Carol Steedman, seconded by Jane McKee. Adrienne Relkie's name missing from absentees; Item 2 Remove last sentence. **Motion** to approve the Bursary Society Board Meeting Minutes of July 18, 2017, as amended by Wendy McGowan, seconded by Carol Steedman, Carried.
4. Financial Review: Gwen Nelson, reviewed the Unaudited Financial Statement, dated May 1, 2016 to April 30, 2017. **Motion** to approve the Unaudited Financial Statement for presentation at the Bursary Society AGM by Carol Steedman, seconded by Kathy Caswell. Discussion - Credit card provider annual fee changed to website provider annual fee, no further discussion, Carried.



Gwen Nelson Review
2017.pdf

Current account balance of \$6986.58 as of October 5, 2017



BursaryAccountSum
mary2017Oct 5.pdf

5. Discussion and review of Revised Constitution and Bylaws, as circulated. Discussion on proposed revisions. Follow-up information will be emailed to the Board. **Motion** that upon receipt of that information, Board members will be asked to vote electronically on a motion to recommend the revised Constitution and Bylaws for presentation to the membership at the November 27, 2017 general meeting, by Bev McEwan, seconded by Kathy Caswell, Carried

Discussion on the need for an Annual Report at the AGM and for reporting re: the Society's Act.

6. New Business:
 - a) Bev McEwan conducted community outreach at the Band office; plan to approach the schools; proposed article in the newspaper.
 - b) Holiday Market Faire at Gibsons Public Market December 8th to 21st, 2017. Community-wide event, open to donation admission, Charles Dickens themed craft fair. Table for non-profits (SCUW-SC Bursary Society) on Saturday December 9th, 2017 –10 a.m. to 4:30/5:00 p.m., bag holly for sale. Need staffing in 2 to 3 hour shifts. Require promotional handouts, holly, packaging, ribbon, tags. Table 8' length.
 - c) Fundraising Committee representative, will wait until after the new officers are on board.
 - d) Carol Steedman, Jane McKee and Isobel Gibson are leaving the Board and we would like to thank them very much for their work with the Bursary Society
 - e) Kathy Taylor's address will be included on CRA correspondence, as per Carol Steedman.
7. Motion to Adjourn by Jane McKee at 12:20 p.m.
8. Next meeting will be at the Bursary Society AGM October 23, 2017