

Bursary CFUW-SC Board Meeting Monday June 27, 2022 1:30pm. On Zoom

Attendees: Elaine Jackson (Chair, Treasurer) Diane Melody (Minutes), Jan Adaskin, Denise Chiasson, Pamela Earle, Marie Anna Elder, Mavis Marteinson, Maggie Smyth, Marion de Jong, Rhian Piprell

Regrets: Denise Henshaw, Marlene Oussoren

1. Chair Elaine Jackson called the meeting to order at 1:35pm
2. Quorum. - Yes - 9
3. Motion to approve the Agenda -
Moved by Elaine Jackson - Seconded by Marie Anna Elder. Approved.
4. Motion to approve the Minutes of May 9, 2022, and the AGM May 30, 2022 as circulated.
Moved by Elaine Jackson Seconded by Rhian Piprell. Approved.
5. Unfinished Business:
Archives: Elaine will arrange for the Minutes from 2021-2022 to be transferred to the Sechelt Public Library Archives.
Annual Report submitted to BC Registries to meet the Societies Act regulations and distributed to donors as requested. Filing completed by Ellen.Heale
6. New Business:
Welcome to the new Board Members elected at the Club AGM May 30, 2022.
Denise Chiasson, Denise Henshaw, Mavis Marteinson, Pamela Earle, Maggie Smyth

Welcome returning Board Members: Jan Adaskin, Marian de Jong, Marie Anna Elder, Diane Melody, Marlene Oussoren, Rhian Piprell
We now have a full Board - of 11

Members are asked to keep track of the accumulated hours spent on Bursary business as it could be helpful when making grant applications. There is a time sheet on the website to assist.
Note: - the website now requires you to have individual login and password.
- 6.1 Election of Officers - Motion to approve Appointments.
President/Chair Rotating Chairs -
October 17th Meeting - Marie Anna Elder
January - ??
March - Marion De Jong
May - ??
Treasurer Denise Henshaw
Secretary - Rhian Piprell and Diane Melody
Rhian Piprell will liaison with Ellen Heale re website updates, newsletter,

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and other communications required including any mass mail outs.

Elaine Jackson will continue to prepare articles for the CFUW Newsletter.

6.2. Draft Budget for 2022-2023, was presented by Elaine Jackson

Elaine moved to accept draft budget as presented seconded by Mavis Marteinson

Approved

Motion to have the current signing officers Jan Adaskin, Ellen Heale and Elaine Jackson continue in their roles as account signors at the SC Credit Union was moved by Marie

Anna Elder and seconded by Marion de Jong. Approved

Signing officers are Jan Adaskin, Elaine Jackson and Ellen Heale.

The Treasurer Denise Henshaw will need to be added at some point.

6.3 Strategic Planning was discussed - fund raising for bursaries, letters requesting donations usually sent around International Women's Day in March.

Bursaries are awarded in May. The application templates are on the website.

The Fraser Memorial is awarded in May at a \$1,000 a year (2 - \$500)

There are 2 years left.

6.4 Meeting Dates will be held on the second Monday of the month after the Club meeting. They may be held via Zoom at 1:00 or 1:30pm depending on the Board.

(a). The October meeting will be held on October 17th to avoid Thanksgiving weekend.

(b). January 9th - review rating and application forms and ask Ellen to update forms.

Draft letter for donations to be sent out in a mass email in conjunction with International Women's Day in March. Once letter created Ellen can distribute letter from Bursary email address.

(c). March 13th - advertising campaign (March 2023) 2 adds in Coast Reporter, Facebook, applications accepted (April 1st to April 30th, 2023)

(d). May 8th - review of applications, award bursaries the week of May 8th 2023.

The meeting ended with many heartfelt compliments extended to Elaine on a job done well. Her contributions to the Bursary Board have been amazing and her high level of organizational skills will be something we all will strive to achieve. We are sorry to see her leave the Board.

Next meeting: Monday, October 17th, 2022 - Via Zoom (time to decided) 1:00 pm or 1:30 pm

Meeting Adjourned