



## FOUNDATION BOARD

### MINUTES

The regular meeting of the Foundation Board of Fairhaven was held on September 20, 2016 at 12:20 pm. in the Boardroom at Fairhaven.

#### ATTENDANCE

##### Members

*Phil Aldrich	Community Representative	Regrets
**Chris White	Community Representative	Present
Keith Riel	Committee of Management	Present
Joe Sullivan	Resident Advisor	Present

##### Staff

Joy Husak	Chief Executive Officer	Present
Lionel Towns	Director of Finance & IT	Present
Jen Baro	Executive Assistant	Present
Jaimie Bondy-Donohue	Development Officer	Present

#### Guest Speaker

\* Chair

\*\*Vice-Chair

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**1.0 Approval of Agenda**

Amendment to the agenda:  
10.0 Closed Session

The Chair called the meeting to order at -12:20 p.m.

Moved by J. Sullivan, seconded by K. Riel that,

**“The Agenda of September 20, 2016 BE APPROVED WITH AMENDMENT.”**

Carried

**2.0 Approval of Minutes**

Moved by K. Riel, seconded by J. Sullivan that,

**“The Minutes of August 16, 2016 BE APPROVED.”**

Carried

**3.0 CEO Report**

The Foundation is getting ready for our 3<sup>rd</sup> Annual Black Tie Bingo Gala to be held September 30, 2016. Tickets are still available through the Foundation. A new fundraising event is taking place on Saturday October 8<sup>th</sup>. “Off the Roof” challenge where you will zipline off Fairhaven roof to a designated spot on Fairhaven lawn. Spots are still available with pledges starting at \$500.00. The Music & Memories program received a donation from the Retired Woman Teachers of Ontario. The group recently celebrated their Diamond Jubilee and donated \$500.00 from their fundraising gala. O’Grady Feet Essentials in Lansdowne Place donated brand new shoes for residents.

Moved by J. Sullivan, seconded by K. Riel that,

**“Motion to RECEIVE the CEO Report.”**

Carried

**4.0 Financial Report**

**4.1 Financial Report FIN 2016-16**

We are doing a little better than last year, but we are below our target revenue for 2016. We have 4 months left to change this. The amount owing to Fairhaven requires action to maintain the budget.

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Moved by J. Sullivan, seconded by K. Riel that,

**“The Financial Report FIN 2016-16 BE APPROVED.”**

Carried

### 4.2 Financial Report FIN 2016-17 Due To/From Analysis

Moved by J. Sullivan, seconded by K. Riel that,

**“The Financial Report FIN 2016 16 Due To/From Analysis BE RECEIVED.”**

Carried

### 4.3 Financial Report FIN 2016-18 Restricted Donations Revenue

We received a couple of restricted donations in July which brought the total to around \$10,000.00.

Moved by J. Sullivan, seconded by K. Riel that,

**“The Financial Report FIN 2016 18 Restricted Donations BE RECEIVED.”**

Carried

## **5.0 Development Report**

### 5.1 Development Officer Report DO 2016-07

- Link Gallery artist of the month for September and October is Mark Craighead.
- The Link Gallery participated in the Uncommon Marketplace at the Canadian Canoe Museum on September 17 & 18, 2016.
- Black Tie Bingo Master of Ceremony will be Ken Aldrich II. The event is still looking for bottles of wine and beer for the wheel barrow of wine and bucket of beer.
- We have confirmed 10 contenders for the Off the Roof Challenge.
- The Foundation was the recipient of a \$5,000.00 grant from the Commonwell Mutual Insurance Group.

Moved by K. Riel, seconded by J. Sullivan that,

**“Development Officer Report DO 2016 07 BE RECEIVED.”**

Carried

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## 6.0 Governance

No items to report at this time.

## 7.0 Health & Safety

### 7.1 Occupational Health and Safety Report

Moved by J. Sullivan, seconded K. Riel that,

**“Motion to RECEIVE the Occupational Health and Safety Report H&S 2016-07”.**

Carried

## 8.0 Roundtable Member Reports of Community Issues

No issues to report at this time

## 9.0 Items for Information

### 9.1 Newsletter Home Happenings September 2016

### 9.2 Newspaper Articles of Interest

Peterborough Examiner- August 8, 2016- Volunteer teens pitch in at Fairhaven

Peterborough Examiner- August 13, 2016- Back in the closet

Peterborough Examiner- August 15, 2016-Photography with feeling

Peterborough Examiner- August 29, 2016-Fairhaven thanks teens

Peterborough Examiner- September 7, 2016- Grainger to zipline off Fairhaven's roof

Peterborough This Week-September 7, 2016-Fairhaven launches an “Off the Roof Challenge” zipline fundraiser.

### 9.3 Thank You Letters

## 10.0 Closed Session

Moved by K. Riel, seconded J. Sullivan that,

**“The Committee GO INTO CLOSED SESSION for discussion under The Municipal Act, 2001 Section 239(2):**

**(g) a matter in respect of which a council, board, committee or other body may hold a closed meeting under another Act.**

Carried

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Moved by J. Sullivan, seconded by K. Riel that,

“Rise from Closed Session WITH a Report.”

Moved by K. Riel, seconded by J. Sullivan that,

“Motion to **APPROVE** the revised Due from Foundation to Fairhaven Report **AND** the recommendations to remove items A and D sent out electronically”.

Carried

**11.0 Adjournment**

Moved by J. Sullivan, seconded by K. Riel that,

“There being no further business, the meeting **BE ADJOURNED** at 12:50 p.m. in the Boardroom.”

Carried

**Next Meeting:**

Foundation Board Meeting will be held on Tuesday October 18, 2016 at 12:00 pm. in the Boardroom at Fairhaven

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Foundation President

\_\_\_\_\_  
CEO



Approved as Presented

Approved with Corrections

