



FOUNDATION BOARD MEETING

MINUTES

The regular meeting of the Foundation Board of Fairhaven was held on February 21, 2017 at 12:08 p.m. in the Boardroom at Fairhaven.

ATTENDANCE

Members

Phil Aldrich, Chair	Community Representative	Present
Chris White, Vice-Chair	Community Representative	Present
Keith Riel	Committee of Management	Present
Joe Sullivan	Resident Advisor	Present

Staff

Lionel Towns	Interim Executive Director	Present
Jennifer Baro	Executive Assistant	Present

Guest Speaker

1.0 Approval of Agenda

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

“THAT the Agenda of February 21, 2017 BE APPROVED.”

Carried

2.0 Declaration of Pecuniary Interest

There were no Disclosures of Interest

3.0 Approval of Minutes

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

“THAT the Minutes of November 15, 2016 BE APPROVED.”

Carried

4.0 Interim Executive Director

Report # 2017 IED 01

Communication from Committee of Management

The Foundation Board would like to invite Scott Elliott, Corporate Sponsorship Coordinator at the City of Peterborough to attend the Foundation Board meeting.

Moved by C. White, seconded by K. Riel,

“THAT Report # 2017 IED 01 Communication from Committee of Management BE RECEIVED for information;

And

“THAT the attached Fairhaven Report #2017 IED 02 BE RECEIVED for information.”

Carried

Moved by C, White seconded by J. Sullivan,

“THAT the Letter (attached as Schedule “A” to Fairhaven Report IED 2016-02), to the Fairhaven Foundation, requesting that the Foundation defer the hiring of a new Development Officer and, through the second quarter of 2017, reduce operational activities of the Foundation while continuing to fulfil its governance duties, be APPROVED for signature and issuance to Fairhaven.”

Carried

5.0 Interim Executive Director
Report # 2017 FIN 01
Financial Reports

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

“THAT Report # 2017 FIN 01 Interim Executive Director Financial Report BE RECEIVED,”

Carried

6.0 Staff Reports

6.1 Executive Assistant
Report # 2017 EA 01
Report from Fairhaven Foundation

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

“THAT Report # 2017 EA 01 Executive Assistant Foundation Report BE RECEIVED.”

Carried

6.2 Human Resources Coordinator
H&S # 2017 01
Health & Safety Report

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

“THAT Report # 2017 H&S 01 Health & Safety Report BE RECEIVED.”

Carried

7.0 Governance

Moved by J. Sullivan, seconded K. Riel,

“THAT the Foundation Board meet on a quarterly basis (February, May, September, and December) or/and as required.”

Carried

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8.0 Member Reports on Community Issues Related to Fairhaven

No items to report at this time.

9.0 Items for Information

9.1 Newsletter Home Happenings

9.2 Newspaper Articles of Interest

9.3 Thank You Letters

10.0 Adjournment

Moved by J. Sullivan, seconded by C. White,

“THAT There being no further business, the meeting be ADJOURNED at 1:15 p.m.”

Carried

Next Meeting:

The next meeting of the Fairhaven Foundation Board is **Tuesday May 21, 2017** in the Boardroom at **12:00 p.m.**



Foundation President

Interim Executive Director

Approved as Presented

Approved with Corrections