



FOUNDATION BOARD MEETING

MINUTES

The regular meeting of the Foundation Board of Fairhaven was held on May 16, 2017 at 12:11 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
Carolyn Jones	Interim Finance Manager	Present

Guest Speaker

Veronica Mason	Collins Barrow	Present (12:15-12:26 pm)
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1.0 Approval of Agenda

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

“THAT the Agenda of May 16, 2017 BE APPROVED.”

Carried

2.0 Declaration of Pecuniary Interest

There were no Disclosures of Interest

3.0 Approval of Minutes

Incorrect spelling of “Minutes” in the header

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

“THAT the Minutes of February 21, 2017 BE APPROVED AS AMENDED.”

Carried

4.0 Guest Speaker- Collins Barrow

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

“THAT the 2016 audited financial statements from Collins Barrow be RECEIVED.”

Carried

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

“THAT Collins Barrow be APPROVED as the Auditors for 2017.”

Carried

**5.0 Finance Manager
Report # 2017 FIN 02
Financial Report**

Moved by K. Riel, seconded by J Sullivan,

“THAT this report be RECEIVED for information.”

Carried

**6.0 Interim Executive Director Report
Report # 2017 IED 02**

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

“THAT Foundation Board approves the use of Fairhaven’s logo by Paul Mason on his business cards;

and

THAT staff be authorized to enter into further discussions with Paul Mason regarding the calculation of the donations that Fairhaven will receive and the policy around the use of Fairhaven logo.”

Carried

7.0 Staff Reports

**7.1 Executive Assistant
Report # 2017 EA 02
Report from Fairhaven Foundation**

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

“THAT Report # 2017 EA 02 Executive Assistant Foundation Report BE RECEIVED.”

Carried

**7.2 Human Resources Coordinator
H&S # 2017 02
Health & Safety Report**

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

“THAT Report # 2017 H&S 02 Health & Safety Report BE RECEIVED.”

Carried

8.0 Governance

No items to report at this time.

9.0 Member Reports on Community Issues Related to Fairhaven

No items to report at this time.

10.0 Items for Information

10.1 Newsletter Home Happenings

10.2 Newspaper Articles of Interest

10.3 Thank You Letters

10.4 Foundation Meeting Schedule for 2017

11.0 Adjournment

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

“THAT There being no further business, the meeting be ADJOURNED at 12:52 p.m.”

Carried

Next Meeting:

The next meeting of the Fairhaven Foundation Board is **Tuesday September 19, 2017** in the Boardroom at **12:00 p.m.**


Foundation President

Approved as Presented


for Interim Executive Director

Approved with Corrections