



## FOUNDATION BOARD MEETING

### MINUTES

The regular meeting of the Foundation Board of Fairhaven was held on September 19, 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	Executive Director	Regrets
Jennifer Baro	Executive Assistant	Present
Carolyn Jones	Finance Manager	Present

##### Guest Speaker

**1.0 Approval of Agenda**

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

**“THAT the Agenda of September 19, 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 C. White,

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

Carried

**4.0 Finance Manager**  
**Report # 2017 FIN 03**  
**Financial Report**

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

**“THAT this report be RECEIVED for information.”**

Carried

**5.0 Executive Director Report**  
**Report # 2017 ED 03**

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

**“THAT the Foundation Board RECEIVE the updated information regarding the donation offer, the related use of Fairhaven’s logo, and the Fairhaven Committee of Management’s direction on this matter.”**

Carried

**6.0 Staff Reports**

**6.1 Executive Assistant**

**Report # 2017 EA 03**

**Report from Fairhaven Foundation**

Moved by J. Sullivan, seconded by K. Riel

**“THAT Report # 2017 EA 03 Executive Assistant Foundation Report BE RECEIVED.”**

Carried

**6.2 Human Resources Manager**

**H&S # 2017 03**

**Health & Safety Report**

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

**“THAT Report # 2017 H&S 03 Health & Safety Report BE RECEIVED.”**

Carried

**7.0 Governance**

Bylaws will be updated and brought forward at the next meeting.

**8.0 Member Reports on Community Issues Related to Fairhaven**

No items to report on at this time.

**9.0 Items for Information**

9.1 Newsletter Home Happenings

9.2 Newspaper Articles of Interest

9.3 Thank You Letters

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**10.0 Adjournment**

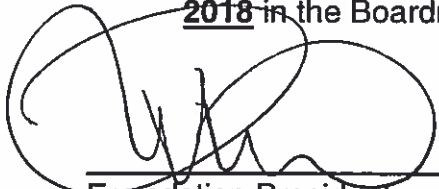
Moved by J. Sullivan, seconded by C. White,

**“THAT There being no further business, the meeting be ADJOURNED at 12:45 p.m.”**

Carried

**Next Meeting:**

The next meeting of the Fairhaven Foundation Board is **Tuesday February 27, 2018** in the Boardroom at **12:00 p.m.**

  
\_\_\_\_\_  
Foundation President  
\_\_\_\_\_  
Executive Director

Approved as Presented

Approved with Corrections