



## FOUNDATION BOARD MEETING

### MINUTES

The regular meeting of the Foundation Board of Fairhaven was held on May 15, 2018 at 12:10 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	Present
Jennifer Baro	Executive Assistant	Present
Carolyn Jones	Finance Manager	Present

##### Guest Speaker

Veronica Mason	Collins Barrow	Present (12:12-12:30)
----------------	----------------	-----------------------

### 1.0 Approval of Agenda

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

**“THAT the Agenda of May 15, 2018 BE APPROVED.”**

Carried

### 2.0 Declaration of Pecuniary Interest

There were no Disclosures of Interest

### 3.0 Approval of Minutes

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

**“THAT the Minutes of February 27, 2018 BE APPROVED.”**

Carried

### 4.0 Guest Speaker- Collins Barrow Report # 2018-FIN 04 2017 Audited Financial Statement

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

**“THAT the 2017 audited financial statements, as prepared by Collins Barrow be approved.”**

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

**“THAT Collins Barrow be APPROVED as our auditors for the 2018 fiscal year.”**

Carried

### 5.0 Finance Reports

#### 5.1 Finance Manager Report # 2018-FIN 05 Report for March 2018 Financial Results

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

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

Carried

**5.2 Finance Manager**

**Report # 2018-FIN 06**

**Restricted Donation revenue and Details of Restricted Fund**

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

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

Carried

**6.0 Staff Reports**

**6.1 Executive Assistant**

**Report # 2018-EA 02**

**Report from Fairhaven Foundation**

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

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

Carried

**6.2 Human Resources Generalist**

**H&S # 2018- H&S 02**

**Health & Safety Report**

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

**“THAT Report # 2018 H&S 02 Health & Safety Report BE RECEIVED.”**

Carried

**7.0 Governance**

No items to report on.

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

No items to report on.

**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 K. Riel,

**“THAT There being no further business, the meeting be ADJOURNED at 12:55 p.m.”**

Carried

**Next Meeting:**

The next meeting of the Fairhaven Foundation Board is **September 19, 2018** in the Boardroom at **12:00 p.m.**

\_\_\_\_\_  
Foundation President

\_\_\_\_\_  
Executive Director

Approved as Presented

Approved with Corrections