



## FOUNDATION BOARD MEETING

### MINUTES

The regular meeting of the Foundation Board of Fairhaven was held on December 18, 2019 at 12:30 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	Regrets

##### Guest Speaker

### 1.0 Approval of Agenda

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

**“THAT the Agenda of December 18, 2019 BE APPROVED.”**

Carried

### 2.0 Declaration of Pecuniary Interest

There were no Disclosures of Interest

### 3.0 Approval of Minutes

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

**“THAT the Minutes of September 17, 2019 BE APPROVED.”**

Carried

### 4.0 Finance Reports

#### 4.1 Finance Manager

Report # 2019-FIN 08

Report for December 2019

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

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

Carried

#### 4.2 Finance Manager

Report # 2019-FIN 09

Restricted Donation Revenue and Details of Restricted Fund

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

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

Carried

## 5.0 Staff Reports

### 5.1 Executive Assistant

Report # 2019-EA 05

Report from Fairhaven Foundation

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

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

Carried

### 5.2 Executive Director Report

Report # 2019-ED 05

Health & Safety Report

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

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

Carried

### 5.3 Executive Director Report

Report # 2019-ED 06

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

**“THAT this report be RECVEIVED by the Foundation board for information.”**

## 6.0 Governance

No items to report on

## 7.0 Member Reports on Community Issues Related to Fairhaven

No items to report on

## 8.0 Items for Information

8.1 Newsletter Home Happenings

8.2 Thank You Letters

8.3 Newspaper Articles

8.4 Meeting Schedule for 2020

**10.0 Adjournment**


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


**“THAT There being no further business, the meeting be ADJOURNED at 1:05 p.m.”**

Carried

**Next Meeting:**

The next meeting of the Fairhaven Foundation Board is **February 18, 2020** in the Boardroom at **12:00 p.m.**

  
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Foundation President

  
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Executive Director

Approved as Presented

Approved with Corrections