



## FOUNDATION BOARD ANNUAL GENERAL MEETING MINUTES

The Annual General Meeting of the Foundation Board of Fairhaven was held on Tuesday September 17, 2019 at 12:10 pm. in the Boardroom at Fairhaven.

### ATTENDANCE

#### Members

*Phil Aldrich	Community Representative	Present
Keith Riel	County Council	Regrets
**Chris White	Community Representative	Present
Joe Sullivan	Resident Advisor	Present

#### Staff

Lionel Towns	Executive Director	Present
Carolyn Jones	Finance Manager	Present
Jen Baro	Executive Assistant	Present

#### Guest

\* Chair

\*\* Vice-Chair

**FAIRHAVEN FOUNDATION BOARD ANNUAL GENERAL MEETING FOR  
SEPTEMBER 17, 2019**

Page 2 of 4

**1.0 Call to Order and Declaration of Quorum**

The Chair called the meeting to order at 12:10 pm.  
The chair declared there was a quorum.

**2.0 Approval of Agenda**

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

**“THAT the Agenda for the Annual General Meeting of September 17,  
2019 BE APPROVED.”**

Carried

**3.0 Approval of Minutes**

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

**“THAT the Minutes for the Annual General Meeting of September 19,  
2018 BE APPROVED.”**

Carried

**4.0 Election of Directors**

**4.1 Election for Foundation Chair**

L. Towns called for nominations for the position of Chair for Fairhaven’s  
Foundation.

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

**“THAT Phil Aldrich BE NOMINATED Chair for the Fairhaven  
Foundation.”**

Carried

As there were no other nominations for the position Phil Aldrich was  
acclaimed Chair of the Foundation Board and assumed leadership of the  
meeting. The term of appointment was identified as one year.

**FAIRHAVEN FOUNDATION BOARD ANNUAL GENERAL MEETING FOR  
SEPTEMBER 17, 2019**

**Page 3 of 4**

**4.3 Election for Foundation Vice-Chair**

Phil Aldrich called for nominations for the positions of Vice-Chair of Fairhaven's Foundation.

Moved by J. Sullivan, seconded by P. Aldrich,

**"THAT Chris White BE NOMINATED Vice-Chair of the Fairhaven Foundation Board."**

Carried

As there were no other nominations for the position Chris White was acclaimed the Vice-Chair of Fairhaven's Foundation Board for a one year term.

**5.0 Financial Report**

**5.1 Audited Statements for 2018**

Bakertilly presented in May the 2019 audited financial statements. Circulated are the audited financial statements. There were no additional entries to the statements.

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

**"THAT the Audited 2018 Fairhaven Foundation Financial Statements prepared by Bakertilly BE APPROVED."**

Carried

**5.2 Appointment of Auditors**

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

**"THAT Bakertilly, Chartered Accountant be appointed as Auditors for 2019/20 with a cost of approximately \$ 4000.00 BE APPROVED."**

Carried

**FAIRHAVEN FOUNDATION BOARD ANNUAL GENERAL MEETING FOR  
SEPTEMBER 17, 2019**

**Page 4 of 4**

**6.0 Foundation By-Laws**

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

**“THAT the Fairhaven Foundation By-Laws be APPROVED.”**

Carried

**7.0 Umbrella Approval Statement**

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

**“THAT the Fairhaven Foundation Board now constituted for 2019/20  
to approve the business and transactions conducted by staff and the  
Board during the fiscal year 2018 BE APPROVED.”**

Carried

**8.0 Adjournment**

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

**“There being no further business, the meeting BE ADJOURNED at  
12:20 pm**

Carried

---

Chairperson  
Foundation Board Chair

---

Executive Director

**Approved as Presented**

**Approved with Corrections**