



## FOUNDATION BOARD ANNUAL GENERAL MEETING MINUTES

The Annual General Meeting of the Foundation Board of Fairhaven was held on Tuesday January 19, 2021 at 12:04 pm. Via Zoom.

### ATTENDANCE

#### Members

*Phil Aldrich	Community Representative	Present
Keith Riel	County Council	Present
**Chris White	Community Representative	Present

#### Staff

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

#### Guest

\* Chair  
\*\* Vice-Chair

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JANUARY 19, 2021**

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

The Chair called the meeting to order at 12:00 pm.  
The chair declared there was a quorum.

**2.0 Approval of Agenda**

Moved by K. Riel, seconded by P. Aldrich,

**“THAT the Agenda for the Annual General Meeting of January 19, 2021  
BE APPROVED.”**

Carried

**3.0 Approval of Minutes**

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

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

Carried

**4.0 Election of Directors**

**4.1 Appointment of Board Members**

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

**“THAT the appointments of Phil Aldrich, Chris White, and Keith Riel be  
re-acclaimed as Fairhaven Foundation Board Members for a two-year  
term BE APPROVED”.**

**4.2 Election for Foundation Chair**

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

Moved K. Riel, seconded by C. White,

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

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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.

**4.3 Election for Foundation Vice-Chair**

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

Moved by K. Riel, seconded by P. Aldrich,

**“THAT C. 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 2019**

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 K. Riel, seconded by C. White,

**“THAT the Audited 2019 Fairhaven Foundation Financial Statements prepared by Bakertilly BE APPROVED.”**

Carried

**5.2 Appointment of Auditors**

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

**“THAT Bakertilly, KDN LLP be appointed as Auditors for 2020/21 with a cost not to exceed \$ 4000.00 BE APPROVED.”**

Carried

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**6.0 Foundation By-Laws**

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

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

Carried

**7.0 Umbrella Approval Statement**

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

**“THAT the Fairhaven Foundation Board now constituted for 2020/21 to approve the business and transactions conducted by staff and the Board during the fiscal year 2019 BE APPROVED.”**

Carried

**8.0 Adjournment**

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

**“There being no further business, the meeting BE ADJOURNED at 12:10 pm.”**

Carried

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Chairperson  
Foundation Board Chair

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Executive Director

**Approved as Presented**

**Approved with Corrections**