



## NOTES

Board of Directors Meeting  
January 14, 2015  
5:30 pm – 7:00 pm  
PSAC Boardroom

**Present:** Deborah Ross, vice-chair, Julie Green, secretary, Katherine MacDonald, treasurer, David Connelly, past-president, Cameron Buddo, Kimberly Doyle, Penny Ballantyne, and Candace Thorne, Executive Director

**Regrets:** Paul Gillard, Gayla Thunstrom, Tracy St. Denis, Matthew Spence, Jeff Fowler, Craig Yeo.

### 1. Welcome and Chair update

Meeting started at 5:30 pm.

### 2. Review Agenda

Agenda accepted with addition of bingo discussion under Financial Update. Motion to adopt by David, seconded by Cameron. Carried.

### 3. Review previous minutes

- a. Meeting notes from November 5, 2015 reviewed. Motion to adopt by Julie, seconded by Kim. Carried.
- b. Update on action items.

Activity	Task	Due Date	OPI	Status
Campaign	Finalize NorthwesTel campaign dates	5 Nov-14	Paul	No campaign
Campaign	Contact all GCWCC departments to encourage donations/round up reports	11 Dec 2014	Matthew	Pending
Campaign	Contact prioritized business list to establish payroll deduction plans	11 Dec. 2014	Cameron	Pending
Campaign	Report on BMO, CIBC and RBC results	11 Feb 2015	Cameron/ Candace	Pending
Campaign	Decision about spring mini campaign at NWTel, City of YK	11 Feb 2015	Paul, board	Pending
Admin	Make a decision about which credit card processing company to use	20 Jan 2015	Katherine /Candace	Pending

Admin	Inform United Way/Centreaide review engagements will replace audits starting in 2014-15	11 February 2015	David	Pending
Admin	Distribute motions for e-votes	15 January 2015	Candace	Pending
Admin	Write to Stanton Hospital Foundation with results of e-vote on reallocating our donation	31 January 2015	Candace	Pending

#### 4. Financial update

- a. Treasurer financial update – Katherine presented an updated profit and loss statement for the current fiscal year. The organization is on track for a planned \$26,000 deficit to draw down the surplus. Meanwhile, the organization is on track to distribute 85 % of charitable income despite an increase in spending on administration.
- b. Bingo – Katherine recommended that the board give up its bingo dates for 2015. She is concerned about declining revenues at bingo and board reluctance to fundraise through bingos. A motion to give up bingos was presented by Katherine, seconded by Cameron. Carried. Candace will contact the Tree of Peace and get the \$800 deposit back.

#### 5. Community Investment Committee

David presented the results of the committee’s deliberations. The table needs to be adjusted once more because Special Olympics wanted less money than awarded. This extra amount will be reallocated to the remaining projects. Moved by Cameron, seconded by Penny, that the board accept the community investment committee’s recommendations using the spreadsheet marked FINAL. Julie and David declared a conflict of interest in voting on a motion to adopt the committee’s recommendations. As a result, there wasn’t quorum to make a decision. Candace will send the motion out to the board by email to vote.

Julie has created a communications plan to roll out the allocations announcement, along with key messages. David is the spokesperson for this initiative.

#### 6. Campaign report

- a. GCWCC – Matt is looking for a replacement co-ordinator. There are some reporting loose ends to address.
- b. GNWT – Deb reported the campaign raised just over \$100,000 in pledges. Co-ordinators will meet in February for a debrief. There was some discussion of thanking GNWT with notes, an event, etc.
- c. Corporate – Cameron’s work is ongoing.

## **7. Executive Directors report**

See Attached for Executive Director report.

Highlights: Candace is able to keep her hours at 20 per week with reduced expectations of her.

She has three recommendations for efficiencies:

1. Move the AGM to September
2. Continue lobbying UW/Centraide to accept a review engagement rather than full audit of our books given small revenue.

Discussion: David pointed out we have been lobbying Ottawa for four years to change the audit requirement. Their response is that they are studying or consulting about the idea. Penny suggested that United Way NWT write a letter to Ottawa announcing that we will begin to provide a review engagement of our books rather than an audit for the 2014-15 year. David will draft a letter to this effect and circulate it to the board.

3. Reduce the number of designation payments from 4 last year to 3 in 2015 and 2 in 2016.

Deborah requested that Candace send out her report in advance of the meeting so that board members have time to read it.

## **8. Other**

Stanton Hospital Foundation donation: the Foundation received a donation of \$5,000 from United Way in 2011 to help pay for a chemo/IV suite. That money was banked by the foundation while they worked their way to the total needed. Plans are now being made to renovate the hospital, and the chemo/IV suite requirement has changed. The money is no longer required for that purpose. The foundation's executive director asked the board to consider designating the donation to another equipment purchase. Moved by Julie, seconded by Cameron that this money the foundation allocate the United Way money to the area of greatest need. Deb declared a conflict of interest on this motion because she is on the foundation board. As a result, there wasn't quorum to vote on this motion. It will be sent to the board for an e-vote.

## **11. Next meeting**

Meeting moved adjourned at 7:00 pm by Kim.

Next meeting will be February 11, 2015 at 5:30 pm at the PSAC board room.