



# SAANICH LEGACY FOUNDATION

**Saanich Municipal Hall**

**Tuesday, January 20, 2015, 4:45 pm**

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Present: Fred Haynes in the Chair; Paul McKivett, Past President, Barb Klassen, Treasurer; Isobel Hoffmann, Recording Secretary; Claire Reynolds, Philip Bisset-Covaneiro and Kodi Gibson, Directors.

Regrets: Debby Harris

Minutes: Minutes from December 16, 2014 were adopted as circulated.

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## **PRESIDENT'S REPORT**

- Fred stated he has spoken to our anonymous donor, but he is not ready to make a move yet for some reason. Fred will keep in touch with him.

## **TREASURER'S REPORT**

- Current bank balance \$33,689, as well as \$16,591 in the Golden Jubilee Arts Fund and \$24,028 in the endowment fund with the Victoria Foundation. The interest for the year has not been added to the endowment funds; should see an increase in February statement.
- Some year-end donations were received.
- Payment to Music in the Park for 2014 was distributed - \$6,449.
- Payment of \$3,200 still pending to Royal Oak Burial Park for the Little Spirits Garden.

**MOTION: Moved by Barb Klassen and Seconded by Philip Bisset-Covaneiro: "That the Treasurer's report dated January 20, 2015 be received."**

**CARRIED**

An invoice has been received from Philip for \$1,200 as payment for the Music in the Park Sponsorship Programme, and work completed by YES. A brief report has been submitted to SLF outlining the work completed to date.

**MOTION: Moved by Claire Reynolds and Seconded by Kodi Gibson: "That the Saanich Legacy Foundation pay the invoiced amount of \$1,200 to YES for work completed on the Music in the Park sponsorship programme as outlined in the report."**

**CARRIED**

## **GRANTS**

### **a) Music in the Park 2015 (Saanich)**

Sandra Pearson, Saanich Community Services, was present to elaborate on the Music in the Park (MIP) programme for 2015.

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Sandra stated:

- Community Services is applying for a grant for the 2015 MIP series again this year and she thanked the Foundation for their support last year.
- She is requesting a minimum of \$6,500 and a maximum of \$8,000.
- Last year, extra events were held at Braefoot Park and at Hyacinth Park.
- Julie Wallace is still the contact person and some minor changes will be made to the agreements with the various community associations who host the events.
- A partnership agreement was drawn up with SLF last year and we would like to do the same this year.

She is aware that Prospect Lake and Cadboro Bay are interested this year, noting there are only 8 Tuesdays over July and August and that Saanich staff cannot commit to more than one per week.

Discussion ensued re last year's events, and the inconsistency that occurred with food vendors.

- Sandra was advised that SLF has been working on securing sponsorships from various community businesses, one of them being Browns' Social House, who would like to provide a food truck at one or more of the MIP events.
- SLF has no intention of “taking over” from the community associations, but would like to help where possible.
- Sandra stated this would have to be discussed with Julie and eventually the community associations.

The Chair mentioned that there should be an opportunity for the SLF to be recognized for its sponsorship of MIP. SLF sponsor recognition is a requirement of SLF support. He asked that Community Services confirm this with the community associations when discussing the events for this year.

A suggestion was made to include “Slam Poetry” (an upcoming, internet-based youth project regarding social issues and injustices) during the intermission of MIP events. Sandra offered to discuss this suggestion with Julie.

#### Limelight

As far as the LimeLight festival is concerned, Sandra stated she has spoken to Jason Jones, the organizer, and it is unlikely that the event will take place this year. A few years ago there was a group of youth actively interested in the event; this group has now left the school system and there is not the same interest as before.

*Note: SLF was planning to use the interest from the Victoria Foundation Endowment Fund to cover the \$1500 grant to LimeLight; this money can now be reassigned.*

Sandra Pearson left the meeting

#### **b) Victoria Volleyball Association – Beach Club – Request for \$5,000 Grant**

Jay Mitchener and Paul DeGreef were present to elaborate on the request. They stated:

- We have decided to build 4 beach volleyball courts at Lambrick Park School in Gordon Head.

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- A presentation has been made to the Gordon Head Residents' Association in September and emails exchanged with GHRA member Paul McKivett, who suggested we apply to the SLF for a grant.

- Jay coaches volleyball; one of his students made it to the Olympics.
- Paul has a background in landscaping architecture and is helping with the technical and financial side of the project.
- They have consulted with Saanich Engineering who pointed out there could be drainage issues and approval will be required to make the necessary grade changes for the sand-based courts. The Engineering Department does not see a problem with the proposal.
- There is a great interest in the sport and as UVIC will be closing its two courts shortly, there is a need to replace them.
- The Gordon Head Recreation Centre will be involved in the process.
- There are no decent sand volleyball courts in Victoria. Parksville has a 40-court facility that is used for provincial championships. Nanaimo and the lower-mainland also have good facilities. We would like to host tournaments of a smaller scale.
- Lambrick School will use the courts during school hours for PE classes.
- It is proposed to use high-quality, pre-washed sand for the courts.
- They asked the SLF to facilitate donations from the public and issue tax receipts; they understood a small administration fee is deducted for this service, but that those funds are in turn directed back to the community.

In response to questions and comments from the Board, they stated:

- Sand volleyball courts were proposed as part of the renovations to the Gordon Head Recreation Centre, but due to budget constraints, they were never built.
- The proposal is to build four now, but more courts could be added later. Six are needed to host a tournament with 16 players.
- They will try to salvage what they can from the UVIC courts.
- Their biggest expense will be the sand – not only because they want high-quality sand, but delivery costs from Duncan need to be considered as well. They estimate \$13,000 to \$15,000 for the sand itself, perhaps needing 20 truck loads.
- After school hours, the courts will be available for rental to the public if not being used.
- Maintenance of the courts could be through a joint-use agreement with the School Board and/or Saanich Recreation. It is understood that maintenance of sand-based courts is specialized.
- The issue of protection from vandalism was briefly discussed, but the applicants didn't think this would be a problem.
- It is a summer sport – March thru October; there will be no lights at the courts.
- The South Island Volleyball Association currently has 600+ members.
- Most players now use the courts at Reynolds High School or Beckwith Park.
- They agreed that the SLF will receive recognition for its support of the project, perhaps with name plates on the metal poles around the courts.

The Board noted that although support has been received from Lambrick Park School, the applicants should discuss this proposal with the School Board.

**Mr. Michener and Mr. De Greef left the meeting**

### **Board discussion ensued re approval of the grants.**

All members were in support of continuing with our sponsorship of the MIP events again this year.

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**MOTION:** Moved by Kodi Gibson and Seconded by Claire Reynolds: “That the Saanich Legacy Foundation approve a grant to the District of Saanich for the 2015 Music in the Park Series, for a minimum of \$6,500 and a maximum of \$8,000.”

**CARRIED**

### **MIP Sponsorship Programme – Philip**

Philip elaborated on the YES report that was circulated regarding the MIP sponsorship programme and the work completed to date since the summer of last year. He outlined the next steps for the sponsorship programme to solidify the potential donors, and to tie this in with the annual golf tournament in July.

He noted that YES offers to support the February/March launch of the programme by continuing to maintain and update the facebook page, using this to connect with sponsors and secure their 2015 commitments – at a cost of \$400.

### **Paul and Philip left the meeting**

Unfortunately Phil had to leave the meeting for another commitment and discussion ensued regarding the proposal from YES. Some members were concerned about the costs being applied to carry out the work, as it was unclear exactly what had been done and what was intended in the future; the report presented was very brief. We have nothing tangible in front of us. Will this be the only cost – or will there be more? If this is to continue, we need to have an agreement drawn up between the SLF and YES. Fred offered to speak to Phil about this.

### **Victoria Volleyball Association – Beach Club grant request**

Before leaving the meeting, Paul advised he will be contacting the Island Equipment Operators (Travis Lee) for possible assistance with the delivery of sand for the volleyball courts. The cost savings to the Association could form part of the total SLF grant.

***NOTE:** Due to time constraints no further discussion took place re the grant. However, after the meeting, an agreement was reached via emails between SLF members that we advise the VVA we support the grant in principle, that we are looking into possible assistance re delivery of the sand, and recommend the applicants discuss the proposal with the School Board.*

### **SAANICH PARKS & TRAILS LEGACY PROGRAMME – Update**

This project is on hold for the present time.

## **WEBSITE**

Barb is still working on the transfer to “Square” from Monaris. The “donate now” button will have to be changed. Hopefully more to report at the next meeting.

## **3<sup>rd</sup> PARTY PROJECTS:**

- Donations continue to be received for the Little Spirits Garden and other 3<sup>rd</sup> party projects.

## **New Members:**

- Good suggestions were made at the November meeting on recruiting new members. Important to follow up on these ideas.
- The Chair reported that Carl Haynes would like to join SLF.

## **ANNUAL BRAIN STORMING SESSION**

- It was agreed to hold the annual brain storming session on Saturday, January 31 from 2:30 to 5:00 pm. Location to be determined. Information will be sent by email.

## **AGM - April 21, 2015 at 4:45 pm**

**NEXT MEETING:** The next meeting will be held on **TUESDAY, February 17, 2015** at 4:45 pm, Saanich Municipal Hall, 770 Vernon Avenue, Committee Room #2.

**Adjournment:** On motion the meeting adjourned 6:25 pm.

I hereby certify these Minutes are an accurate and true recording of the Meeting.

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Isobel Hoffmann - Recording Secretary



# SAANICH LEGACY FOUNDATION

**Saanich Municipal Hall**

**Tuesday, MARCH 17, 2015, 4:45 pm**

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Present: Fred Haynes in the Chair; Barb Klassen, Treasurer; Isobel Hoffmann, Recording Secretary; Claire Reynolds, Philip Bisset-Covaneiro and Kodi Gibson, Directors.

Guests: Caroline Duncan, Saanich Archives, and Ray Travers, Gordon Head Residents Association.

Minutes: Minutes from January 20, 2015 were adopted as circulated.

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## **PRESIDENT'S REPORT**

## **TREASURER'S REPORT**

- Current bank balance \$37,800 and of that, \$27,000 is committed funds.
- Of the \$10,000 available, we have committed to the Music in the Park programme for 2015 a maximum of \$8,000. This could be less if sponsorships are successful.
- A generous donation of \$5,000 was received last month for the Take Heart programme.
- The cheque presentation to Little Spirits Garden is still pending; we have been waiting to deliver this since last October. Since that time, more donations have been received. Paul has been trying to arrange for the presentation with the Burial Park and LSG so we can get some press from the event.

**MOTION: Moved by Barb Klassen and Seconded by Philip Bisset-Covaneiro: "That the Treasurer's report dated March 15, 2015 be received."**

**CARRIED**

## **GRANTS**

Application received for 2015 from Victoria Therapeutic Riding Association for \$2500. We have supported them on two previous occasions, including last year. Unfortunately, we will have to advise them that we cannot support the programme this year due to lack of funds.

It was agreed to put a notice on the SLF website to indicate that our funds have been fully committed for 2015 and that we encourage groups and organizations to reapply in 2016.

## **PROPOSED NEW MEMBERS**

We did have three possible new members to the Board, however one person has advised they are not ready at this time; another didn't show up to the meeting. The third, Stephen Newton, would like to join the Board but is out of the country at the moment. Hopefully he will be able to attend the April AGM. Stephen is a past member on the Victoria Foundation.  
(see discussion on page 3 of these minutes)

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## **MIP Sponsorship Programme – Philip**

Phill distributed a two-page report from YES! describing the three phases of the MIP sponsorship programme.

- 1500 emails were sent out to Saanich businesses based on the lists obtained from Debby and Paul last year (companies who conduct business with Saanich).
- Only two responses were received; this is unusual and he wondered if some of the email addresses were inactive.
- He is trying to track down the email list from Kira, who sent out the emails.
- There is another key list with 40 businesses; Kodi has this list.
- In addition, another 50 businesses were contacted through social media and through one on one contact; from this, 8 businesses came forward showing interest.

Fred stated that he and Paul met recently with Doug Henderson, Saanich Recreation Director.

- Doug is very much on board with SLF helping with MIP, but had some concerns.
- The proposed VIP seating for sponsors was one; there is really no “saved” seating areas and he wasn't supportive of roping off a special area.
- He also didn't like the idea of having a banner promoting the sponsors; the MIP is a non-advertising event and there is bylaw in this respect. However, the SLF could have some promotional material and displays at its tent; perhaps special seating there also.
- Fred will check on a suggestion that sponsors could bring their own tent.
- It would be great if we could have one main sponsor for each MIP event, or depending on the level of sponsorship, perhaps there could be more than one sponsor.
- The programme has to be revamped a little to be more sensitive to Saanich bylaws and policies; he will work on this with Phil and Kodi and hopefully come up something that will work for everyone, including the sponsors.

CARRY for further discussion

## **Victoria Volleyball Association – Beach Club grant request**

Paul has been working with a trucking company to get a donation-in-kind by way of free delivery of the sand, which will save the Association thousands of dollars. This would account for a large portion of the \$5,000 requested from the SLF by the Volleyball Association. The grant (discussed at the January 20 meeting) has not been officially approved to date; it was conditional on obtaining the full support of the School District. Paul has kept in contact with the Association via email.

## **THIRD PARTY PROJECTS**

- Coffee for Kids – no updates
- Take Heart - \$5,000 donation received last month
- KidsFUNd – still generating donations from time to time
- FUEL – donations automatically come in and go back out again.
- LSG – as noted earlier, still waiting for word from the ROBP for date to present cheque.

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## **NEXT STEPS FOR SLF: Possible holding pattern for 2015?**

- Noted that we need to recruit more members for 2015.
- Both Barb's and Isobel's terms expire this year.
- Debby Harris resigned last month due to conflicts with her work at Saanich.
- Paul's 8 year commitment was fulfilled at the end of last year. He has advised he will be available to assist with special projects and will have more time to devote to the Foundation in 2016.
- Fred will resign was President at the AGM and if agreeable to the Board members, will continue as a Council Liaison to the SLF. He noted there is no legal reason why he cannot remain as President, but the optics don't look good with him being a Councillor.
- Barb has agreed to assume the role of Acting President for the remainder of the year until we have recruited new members and a new executive appointed.
- Agreed to post notice on website advising the SLF grants for 2015 fully committed.
- We will maintain existing 3<sup>rd</sup> party projects (on-line and mail in donations).
- We will take on no new projects for 2015.

## **PRESENTATION: Saanich Remembers WW1**

- Caroline Duncan (Saanich Archives) and Ray Travers (Gordon Head Residents' Assoc)

Caroline made a video presentation of the Saanich Archives commemorative project "Saanich Remembers WW1". Check out the website page at [www.saanich.ca/discover/artsheritagearc/saanicharchives/saanichremembers.html](http://www.saanich.ca/discover/artsheritagearc/saanicharchives/saanichremembers.html)

- She is coordinating the project with the help of community volunteers Ray Travers, Mary-Jane Shaw and Sidney Allinson.
- The purpose is to remember and honour the 800+ Saanich residents who served in WW1 and to learn about the impact of the war on our community.
- The project centres on the WW1 honour roll, which was started by Stephen Rice in 1916 but not completed. It is currently on display at the Saanich Archives and has 355 names listed of Saanich residents who served; many names are missing and with the help of volunteers it is hoped to complete the list, find photos and biographical information for each person.
- High schools and elementary schools have been involved in the research.
- The project was started in 2012, and each fall since 2014 a series of fall lectures is planned about the history of the war, leading up to the 100<sup>th</sup> anniversary of the end of WW1 in November, 2018. So were are in year two of 5 calendar years.
- The project is promoted through exhibits at the recreation centres.
- The lectures have included information about the Shelbourne Memorial Trees and the WW1 Nursing Sisters.
- Some information on those who served has been received from family members still living in Saanich today.
- The National Census in 1911 indicated 5,000 people lived in Saanich; it is surprising to note that 800 of those went to war. Ray Travers pointed out this could be because we had closer ties to Great Britain in this part of Canada.
- In 1915, the District of Saanich terminated all single men, telling them their services were no longer required and reluctantly gave them a month's notice.

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- It has not been decided what the actual memorial will look like; it could be a continuation of the Shelbourne Memorial Tree project, or a memorial forest, or a cairn.
- Perhaps a stone with names of those who served carved on it would be ideal, or having trees planted in a park instead of on a road.
- She would like to receive ideas from the public.

Ray Travers spoke to the Shelbourne Memorial Tree Project, noting this was a major initiative in 1921 but never finished. Some of the trees in the Hillside area were removed for construction, but residents of Gordon Head protested about the removal of the trees between Torquay and Cedar Hill x Road, and they are still standing today. These are London Plane trees and can live over 300 years.

Caroline spoke about a partnership with the SLF to raise funds for the project. Discussion ensued noted a weblink can be created between the Archives site and the SLF webpage.

**MOTION:** Moved by Philip Bisset-Covaneiro and Seconded by Barb Klassen: “That the SLF work with the Saanich Archives through to November 2018 in the “Saanich Remembers WW1” project and that we engage the on-line resources of the SLF to assist with the promotion and fund raising for the project.”

CARRIED

Discussion continued regarding fund raising. The SLF advised Ms. Duncan she should consider starting fund raising efforts immediately. Waiting until 2017 as she originally planned would likely not generate enough. People will support this project and perhaps donate money each year, as a tax receipt will be issued in each taxation year.

She was also advised that the SLF retains 10% of the donations received to cover administrative costs. However, 100% of the money received in this manner is granted back to the community. In response to a request from Ms. Duncan, the secretary will prepare a letter for the project group outlining the way the on-line donations, tax receipts and administration costs work.

The Foundation thanked Ms. Duncan and Mr. Travers for an excellent presentation and wished them well with this endeavour. Regular updates will be provided to the SLF.

## WEBSITE

Isobel will contact Adam with updates to the site. We still need to finalize the 'Square' on line donation button. Barb/Phil to work on this with Adam.

**NEXT MEETING:** The next meeting will be held on **TUESDAY, April 21, 2015** immediately following the AGM, Saanich Municipal Hall, 770 Vernon Avenue, Committee Room #2.

Adjournment: On motion the meeting adjourned 5:45 pm.

I hereby certify these Minutes are an accurate and true recording of the Meeting.

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Isobel Hoffmann - Recording Secretary



# SAANICH LEGACY FOUNDATION

**Saanich Municipal Hall**

**Tuesday, APRIL 21, 2015, 5:45 pm**

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Present: Barb Klassen, Acting President & Treasurer in the Chair; Philip Bissett-Covaneiro, Vice President, Isobel Hoffmann, Recording Secretary; Claire Reynolds, Kodi Gibson, new member Stephen Newton, Directors.

Minutes: Minutes from March 17, 2015 were adopted as circulated.

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## **PRESIDENT'S REPORT – nothing to report as yet**

## **TREASURER'S REPORT**

- Current bank balance \$38,842.80 and of that, \$27,633.77 is committed funds.
- \$815 was received from the Victoria Foundation – interest from our endowment fund.
- Quarterly donation from the United Way Employees Fund was received, with \$112.50 allocated to Little Spirits Garden and \$129.08 general funds from the United Way.
- There has been little change in our accounts and just a few expenses.
- We have \$11,000 available, and \$8,000 of that is committed to Music in the Park.
- The Victoria Foundation is once again offering the match contributions to the endowment fund but we have insufficient funds to contribute this year.

**MOTION: Moved by Claire Reynolds and Seconded by Philip Bisset-Covaneiro:  
“That the Treasurer's report dated April 21, 2015 be received.”**

**CARRIED**

## **GRANTS - none**

## **MIP SPONSORSHIP PACKAGES – Philip/Kodi**

Phil reported he and Kodi had a meeting with Doug Henderson and Sandra Pearson, Saanich Recreation.

- Saanich has a concern about the SLF's sponsorship proposal and noted it would be acceptable to have a “community partner” rather than a sponsor. The Community partner can make a contribution to the SLF, and those funds could be put towards the MIP sponsorship, or other projects.
- Community partners can be acknowledged at the event.
- The sponsorship package will have to be adjusted accordingly; frustrating because a lot of work had been done on this and the impression from previous discussions with Saanich was they supported the initial concept of having “sponsors”.
- A Facebook page has been launched – a community page for LSG and one for MIP. Kodi offered to monitor this; changes will now be required to bring in line with Saanich's wishes.
- Corporations do not need charitable tax receipts; it is sufficient to have their logo on the SLF banner or promo material, which will be at the SLF booth at the event.

- An extra table at MIP to display information about the “community partner” will be arranged.
- The organizing community association decides which vendors participate. Minimum of two are required. Brown's is on board and would like to be a participating vendor.
- Some of the other potential “sponsors” or community partners include Browns, Sands, Victoria Homes, Investors' Group, Long & McQuade, Kodi will email these companies.
- Agreed it would be a good move to get more publicity – such as radio interviews.
- Phil noted he may consider using the “sponsors” for the golf tournament and then donating proceeds back to SLF – may be an easier fit.

### **Victoria Volleyball Association – Beach Club grant request**

Progressing slowly. Adam is getting the donation page set up on our website. Apparently there is a large number of supporters and they will be able to donate directly through the SLF site. Paul McKivett is in email contact with the proponents, and he has arranged to have some of the trucking services donated bringing the sand from the Duncan area. We need to estimate the dollar value of this service.

### **THIRD PARTY PROJECTS – nothing new to report.**

#### **MISC. BUSINESS:**

##### **Square**

- Phil and Barb need to meet to discuss “Square”, the new donation system to replace Monaris – which is very costly. Paul and Adam have been talking to our website server, Radar Hill, about replacement.

##### **Music in the Park**

- Claire offered to prepare a volunteer schedule for the MIP events throughout July and August. First one starts June 30, 2015. Suggested we have an informal meeting mid-June to finalize.

##### **Annual Golf Tournament**

- Phil advised the Annual Quay Classic Golf Tournament has been arranged for July 17 at Olympic View. 50% of the proceeds go to SLF.
- He has 20 sponsors on board and he is hoping to have double sponsors on each hole – one at the t-box and another at the green.
- There will be a dinner and casino as well. \$150 pp, or \$500 if a foursome signs up. After June, it will be \$600. Dinner/casino only is \$50.
- There is space for 144 people to golf, and 200 at the dinner.

### **WEBSITE**

Isobel has submitted changes to Adam, and will now add the change in directors and executive. As noted above, we still need to finalize the 'Square' on line donation button. Barb/Phil to work on this with Adam.

**NEXT MEETING:** The next meeting will be at the Call of the Chair; suggested an informal meeting be held mid-June to discuss MIP events, volunteer schedules, etc.

Adjournment: On motion the meeting adjourned 6:25 pm.

I hereby certify these Minutes are an accurate and true recording of the Meeting.

Isobel Hoffmann - Recording Secretary

I have read through your notes/minutes here and things that should be highlighted is the inability that SLF will have selling sponsorship to MIP. Saanich would like us to offer and sell sponsorships or solicit donations is probably the best phrasing of this to SLF directly and not as a conduit with respect to MIP.

This means that all of our efforts to single out MIP as a vehicle for potential sponsors was mis-guided and incorrect and isn't allowed nor supported by Saanich – which is kind of frustrating because I thought we had consulted with Saanich to build the Sponsorship Package, as well as the Facebook Page for MIP that we created and so on.

So what we left off on from the meeting with Doug, is that we should completely change the sponsorship package, or request for donation package, and have it completed targeted to promote SLF and then there can be a section in the package speaking about the work we do to support and sponsor MIP. We also discussed that not only should MIP be spoken about as one of our projects but all of the others that we do support and have supported and really help showcase and share all of the potential that we are doing and how much of a reach supporting SLF will have.

Sorry if this came across as unclear from the discussion that Kodi and I led after our meeting with Doug. Hopefully that at least brings us up to speed somewhat and really our next steps needs to be a massive overhaul on the sponsorship package, changing the links up on the website, and re-naming the MIP facebook page that Kira created for a more broad supporting role.

Where has this left me with my potential sponsors – basically I am now using the Golf Tournament as the venue to collect sponsors and solicit direct donations for SLF – I am focussing on doubling the exposure and reach from the potential sponsors of the tournament to be promoted at other venues and using social media to thank them and support them above and beyond the tournament to help get them to contribute more and receive ongoing support beyond just the golf tournament. My goal right now is to raise at least \$7,000 from the golf tournament and perhaps more that will begin the annual SLF donation/sponsorship support from these companies – speak to it at the dinner during our thank you message to these companies at the Golf Tourney.

Hope all of this helps so far,

*Philip*





**SAANICH LEGACY FOUNDATION**  
**Saanich Municipal Hall**  
**Tuesday, SEPTEMBER 15, 2015, 4:45 pm**

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Present: Barb Klassen, Acting President & Treasurer in the Chair; Isobel Hoffmann, Recording Secretary; Claire Reynolds, Stephen Newton (5:45 pm), Directors.  
Regrets: Philip Bisset-Covaneiro; Kodi Gibson.  
Guests: Ken Whitcroft; Joel Conway (Fortress)  
Minutes: **There was no quorum for this meeting until Steve Newton arrived at 5:45 pm; Adoption of Minutes from April 21, 2015 were deferred to the next meeting.**

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### **PRESIDENT'S REPORT**

- SLF members were able to cover all the MIP events this summer.
- We received about \$300 in donations.
- Some good contacts were made at the events – more interest than in past years.
- There was an internet scam through Monaris; we get charged for every transaction, which amounted to \$135. We didn't get that amount back but all other charges were returned.
- We now pay a little extra every month to protect the system from this happening again.
- Fortress made an appeal to SLF in August but unfortunately due to circumstances we were unable to hear their request. Joel Conway from Fortress is here this evening to elaborate on his proposal.
- She has no update on the Lambrick Beach Volleyball venture.
- We are still holding the cheque for the Little Spirits Garden; we have been unable to make contact with Steve at the Royal Oak Burial Park re this.
- Steve Newton has been working throughout the summer on the SLF Constitution and Bylaws and will be speaking to this later in the meeting. Unfortunately, he is resigning from the SLF.

### **TREASURER'S REPORT**

- We are maintaining a balance of approximately \$36,000, of which \$26,000 is committed to various projects and funds.
- Over this last period, we received \$5,531 in receipts and disbursed \$8,234.
- \$2,900 was just received through Philip from the Annual Golf Tournament.
- There has been some activity with C4K, \$3,000 received in donations, and \$2,700 disbursed.
- Some funds have been donated on-line to the Lambrick Beach Volleyball project.
- Cheques for Fortress have been processed.
- Radar Hill was paid to set up donation accounts on the website.
- We will have approximately \$1,800 to disperse from the Golden Jubilee Arts Fund this year, which currently stands at \$17,813.
- The endowment fund with the Victoria Foundation is \$29,688; there will be interest to distribute from this fund as well.

**MOTION:** Moved by Claire Reynolds and Seconded by Isobel Hoffmann: “That the Treasurer's report dated September 15, 2015 be received.”

**Note:** no quorum – motion carried forward to next meeting

**GRANTS - none**

**SPEAKERS:**

### **Cecilia Creek Restoration Project – Ken Whitcroft**

Display boards from a recent open house on the project were displayed showing the proposed park concept and restoration of the creek.

Ken stated:

- The Quadra Cedar Hill Community Association first put the restoration project to Council in 2006 as a Centennial Project.
- It was thought day-lighting the creek would involve the community with a tree planting and intensive removal of invasive species projects, as well as incorporating an educational component for Cloverdale School.
- Once the project was approved, he put together some grant applications; the intention was always to fund the project with grants rather than from the community's pockets.
- Walmart's EverGreen programme and TD's Environmental grants were two of the applications he completed.
- Everything was going well – then Parks dropped the project.
- He also found out that the QCHCA did not have charitable status and therefore could not apply for grants.
- The SLF holds approximately \$1400 from donations for the Cecilia Creek project.
- At a Council meeting in July when a development at Inverness and Glasgow was being considered, Council passed a Motion *that the community contribution for park development in the amount of \$30,000 (\$15,00 for Phase 1 and \$15,000 for Phase 2) be allocated to Inverness Road Parkland.*
- Ken stated he hoped that these funds from the developer could be used to put towards matching grants from various groups, and that the SLF could apply for these grants on behalf of the Community Association. If we receive one grant, we can put the funds together to apply for a second, larger grant...and so on.
- Some of the organizations who have environmental grant programmes include: the Co-op; VanCity; Thriftys; Walmart; TD Bank; CRD; Ministry of Environment.
- He started trying to get this project off the ground in 1987 by asking Council to designate the land around the creek as park.

Discussion ensued, noting this seemed a very worthwhile project that the community and Mr. Whitcroft have been working on diligently for many years. It was agreed that the SLF would approach the Parks Department on Mr. Whitcroft's behalf. Suggested that Gerald Fleming, a past SLF member and past Saanich Parks employee, be contacted for advice.

Mr. Whitcroft left the meeting.

\*\*\*\*Steve Newton entered the meeting at 5:45 pm

– we now have a quorum for the meeting\*\*\*\*

## **FORTRESS – Joel Conway**

Joel stated:

- Fortress is a new organization with a small board of directors (5) and an advisory group.
- We registered under the BC Societies Act in 2014 and are currently trying to obtain charitable status – but that is a lengthy process.
- Our mandate is to prevent sexual exploitation of children and youth, and we do this through dramatic re-enactments and media.
- We work with law enforcement and other organizations that support this cause, in particular CRAT (Capital Region Action Team), which was formed in 1975.
- Each year, CRAT hosted a symposium to end sexual exploitation and human trafficking, which is attended by about 150 people, including civic leaders and law enforcement. A member from CRAT sits on our Board.
- The main target is young males, 11 -13 years of age, specifically white and from blue-collar families; however, it is broader than that – we are trying to reach out to all youth.
- We have not yet contacted the Ministry of Education, but recognize this is key.
- A new website will be launched within the next month, and we can link to the SLF site.

Discussion ensued, noting many families have no idea what is happening to their children and there is very little in our school system to offer help.

The Treasurer stated that the SLF has been requested to support FORTRESS by accepting donations and issuing tax receipts on its behalf until they receive their own charitable status. We have already processed \$500 in donations. We would not be involved in the programme as a partner or accept any liability. Mr. Conway has received a copy of the SLF's Third Party Agreement contact.

**MOTION: Moved by Claire Reynolds and Seconded by Isobel Hoffmann: “That we support FORTRESS and its programmes in principle, and we will work with them to facilitate donations received to the programme and issue tax receipts until FORTRESS receives its own charitable status.”**

**CARRIED**

Joel thanked the Foundation for their time, and noted the new websites will be [www.fortress-foundation.com](http://www.fortress-foundation.com) and [www.menandexploitation.com](http://www.menandexploitation.com)

## **SLF CONSTITUTION AND GUIDELINES – Steve Newton**

Copies of the existing Constitution, Bylaws and Guidelines were distributed, together with the proposed documents as amended by Steve.

Steve stated:

- When it comes into effect, the new *Societies Act* will require that all the official SLF documents (bylaws, guidelines, constitution, etc) are united into one document and submitted to the Ministry of Corporate Affairs.
- He reviewed the 3 current documents (bylaws, constitution, and guidelines) and consolidated them into one document – which is the new requirement.
- There will no longer be an “unalterable” clause as there is at present in the SLF's constitution; if the majority of the members want to change something – it can be done.

- Document 1 is the constitution and bylaws as now required by the *Societies Act*. The necessary changes have been made to the bylaws incorporating what the Foundation passed upon its formation. At the end of the bylaws are the changes now required (transferring material from the constitution that can no longer be placed in to a constitution).
- Document 2 is the constitution and a new set of bylaws incorporating materials from the policy manual that were written as if they were bylaws. Not finding any other materials to the contrary he retained most of the default settings of the Societies' Act, e.g., number of directors, quorums for the different kinds of meetings, etc. Similarly, where there was no clear expression of direction or delineation of terms, he proceeded to define and identify terms as found in most bylaws, e.g., executive committee, directors' meetings, general meetings, etc.
- When the new Act comes into effect, the SLF must submit a formal set of bylaws registered at the Ministry (document 1). After that, we can submit the new consolidated version, which incorporates the bylaws and the guidelines. (Document 2).
- It is vital and a requirement that all SLF members read these documents.
- Adoption of the expanded version has to be done at the AGM, and then sent to the Ministry of Corporate Affairs as part of the requirements of the new *Societies Act*.
- He stated we should contact if there are any questions.

With respect to his resignation from the Board, he indicated that due to a change in work load, he will no longer be able to devote the time required to the SLF. He will, however, be available to assist with document review and provide comments if required from time to time.

**VICTORIA BEACH VOLLEYBALL PROJECT** – nothing new to report.

**THIRD PARTY PROJECTS** – nothing new to report.

**WEBSITE** – nothing new to report

**REVIEW OF MIP EVENTS 2015**

- Many good contacts made this year, as well we collected over \$300 in donations.
- Isobel gave a power point presentation to the Royal Oak Rotary Club last month as one of their members indicated that he had never heard of the SLF and wanted to know more about us.

**NEXT MEETING:** The next meeting will be October 20, 2015.

Adjournment: On a motion from Claire Reynolds, the meeting adjourned 7:05 pm.

I hereby certify these Minutes are an accurate and true recording of the Meeting.

\_\_\_\_\_  
Isobel Hoffmann - Recording Secretary



# SAANICH LEGACY FOUNDATION

Saanich Municipal Hall

Tuesday, OCTOBER 20, 2015, 4:45 pm

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Present: Barb Klassen, Acting President & Treasurer in the Chair; Isobel Hoffmann, Recording Secretary; Claire Reynolds, Kodi Gibson, Directors.  
Regrets: Philip Bisset-Covaneiro; (Paul McKivett & Fred Haynes)  
Guests: Kelli-Anne Armstrong, Saanich Recreation  
Minutes: **Moved by Isobel Hoffmann and Seconded by Claire Reynolds: "That the minutes of the meetings held April 21 and September 15, 2015 be adopted as circulated."**

**CARRIED**

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## PRESIDENT'S REPORT

- SLF had a table at the Mid-Life Crisis Fair October 3 and 4. She participated together with Claire and Phil. Interest on who we were and how we could help. Some good contacts were established. The cost was high at \$300, but we got good exposure.
- She met with Joel Conway from FORTRESS to discuss SLF's role in processing donations and also with Bob Elder with Coffee for Kids.
- She tried again to get in touch with Stephen Olsen from ROBP re presentation of the cheque for LSG.

## TREASURER'S REPORT

- \$6500 was deposited from Coffee for Kids (C4K) and \$14,000 from Fortress; money turned over to those organizations, minus the SLF administration fees.
- Bob Elder asked for a \$1,500 grant, which in part is to support a feasibility study on providing dried food packages to orphanages and needy families in the DR. The food comes from "gleaners" who harvest surplus food and if the feasibility study is successful, Royal Oak Middle School will use this as a fund raising project to support the delivery of the food to the DR.
- Bob Elder said the dried food is easy to use and he thinks it will be successful. He is heading to the DR on October 23<sup>rd</sup>.
- The Treasurer stated Bob has put so much money through the SLF for this programme, she felt it was fair to pay some back.

**Moved by Isobel Hoffmann and Seconded by Claire Reynolds: "That the SLF approve the \$1,500 grant request from Bob Elder with Coffee For Kids to help support a feasibility study for a new venture of providing dried food packages to orphanages and needy families in the Dominican Republic."**

**CARRIED**

- Regarding the **Fortress** project, \$14,000 was deposited through the SLF accounts. Joel had been asking for a lower administration fee on larger donations. One of the recent cheques was for \$10,000. (*see discussion Business Arising from October 15 meeting*).
- Other funds received through Take Heart (\$100), LSG (\$100), Victoria Volleyball (\$275) and the YES Golf Tournament (\$2,840).
- This year to date we have received \$42,000 and released \$43,000.

**MOTION:** Moved by Claire Reynolds and Seconded by Isobel Hoffmann: “That the Treasurer's reports dated September 15, and October 20, 2015 be received.”

**CARRIED**

*Note: no quorum for last Mtg – approval of September report carried forward to this meeting*

## GRANTS

### 50<sup>th</sup> Anniversary of the Saanich Municipal Hall – Kelli-Anne Armstrong

Kelli-Anne Armstrong, Saanich Community Services, stated she is here on behalf of the Saanich Arts, Culture and Heritage Committee (ACH) to request \$5,000 from SLF to assist with the celebration of the 50<sup>th</sup> anniversary of the Municipal Hall.

She displayed renderings of the project, which includes a permanent concrete wall with a commemorative sign, banners, a re-enactment of the first council meeting held at the hall in 1965, a reception and guided tours of the building.

- Brad Shuya, an architect who sits on the Saanich Heritage Foundation, designed the structure and has donated his services.
- The banners will be hung in the Municipal Hall parking lot and at the recreation centres.
- SLF would be recognized in the advertising for the event in the Saanich News.

Discussion ensued and it was questioned why there was \$12,850 in salaries; if these are Saanich employees, would they not be getting paid regardless?

Kelli-Anne stated we still have to account for staff time; it is not that this amount is specifically for salaries but she will be happy to find out more details about this and report back. The banners will cost \$5,000. She said if the SLF could not support the project with the full request, they would have to cut back on some of the costs, such as for the reception and the tours.

\*\*\*Kelli-Anne left the meeting at 5.25 pm.\*\*\*

Discussion noted that due to lack of disposable funds, SLF has denied grant requests from a few worthy projects this year. This project, while a definite legacy project, seems expensive and we simply don't have the funds to support it. However, we are holding \$10,000 in trust, received through the Carnival of the Arts via Councillor Vic Derman. The Carnival of the Arts originated with Carol Pickup, a past Saanich Councillor. Suggested that this project would be an appropriate use of these funds. The secretary to check with Carol Pickup and discuss with current ACH Chair, Councillor Vicki Sanders, re utilizing the funds.

**MOTION:** Moved by Claire Reynolds and Seconded by Kodi Gibson: “That the SLF supports the 50<sup>th</sup> Anniversary of the Saanich Municipal Hall project in principle, and if agreeable to the parties involved, \$5,000 from the Carnival Fund be donated to the Project. If this proposal is unsuccessful, it is recommended that the SLF provide a grant of \$500 to cover the cost of the reception.”

**CARRIED**

*Note: After the meeting, the Secretary called past Councillor Pickup and Councillor Sanders (ACH Chair), and both agreed this would be a suitable use of the funds. Kelli-Anne was advised accordingly to prepare a Release of Funds form and SLF would issue a cheque for \$5,000.*

## **FUND RAISING PROJECTS**

Briefly discussed that the SLF needs to undertake some fund raising projects. Donations are few and far between and basically the only money raised last year was through our administration fees on 3<sup>rd</sup> Party Projects.

Kodi stated he bring some ideas to the November meeting for discussion.

**CARRY to November Meeting**

**VICTORIA BEACH VOLLEYBALL PROJECT** – nothing new to report.

**THIRD PARTY PROJECTS** – see discussion President's and Treasurer's Reports.

**WEBSITE** – Kodi stated he would be able to take over this task as well as managing Facebook and other social media programmes. Adam will still do the web postings, but Kodi will monitor and suggest updates and new information. Thank you Kodi!

## **MUSIC IN THE PARK**

### **Release of Funds form & Final Report from Julie Wallace**

- The Release of Funds form is for \$6,900 - \$1,100 less than our budgeted amount.
- Julie will be moving on to another area next year and Adam Richards will be taking over the MIP management.

## **BUSINESS ARISING from October 15, 2015 meeting:**

### **Cecilia Creek (presentation from Ken Whitcroft):**

- As suggested, Isobel contacted Saanich Parks (Gary Darrah) and explained Ken's proposal to use the \$30,000 donated by the developer of the Inverness/Glasgow project to be a springboard to apply for matching grants, gradually raising funds to complete the restoration project.
- Garry seemed receptive of the concept, although was concerned that Parks keep control of the funds. He said they were having a manager's meeting that afternoon and would bring this idea to the table.
- Gary advised this plans for this project were drafted 7 or 8 years ago but the department simply didn't have the capital funds available. He noted the cost at that time was about \$200,000.
- No response received to date. Isobel advised Ken accordingly.

### **Fortress – Administration fees for donations:**

- Joel Conway has requested the SLF reduce their normal 10% administration fee for larger donations over \$1,000.

- The Board discussed briefly and all agreed that the mandate for Fortress to prevent the sexual exploitation of children and youth is very worthwhile. Regardless, all funds donated go back into the community – whether through Fortress or SLF projects.
- The 3<sup>rd</sup> Party Agreement will have to be changed accordingly.

**Moved by Claire Reynolds and Seconded by Isobel Hoffmann: “That specifically with donations received for Fortress, those under \$1,000 are applicable to the normal 10% administration fee; for donations over that amount, the administration fee will be \$100, regardless of the amount donated.”**

**CARRIED**

## **Review of Consolidated SLF Bylaws & Constitution**

- Stephen Newton, past SLF member, reviewed the SLF Bylaws and Constitution and revised them to conform to new regulations under the BC Societies Act.
- These documents were reviewed at the last meeting and need to be adopted at our AGM in April.
- Suggested we hold a specific meeting just to review and discuss the revisions early in the New Year, hopefully with some new members as well, late January or early February.
- Date to be confirmed at the next meeting.

## **OTHER BUSINESS**

### **Directors' Liability Insurance:**

- Barb reported that she was advised our current \$715 insurance policy was going to double upon renewal. However, because our receipts and disbursements are below the \$50,000 threshold this year, our agent has found us another carrier at a cost of \$455. This still provides us with \$1 million coverage.

### **Victoria Foundation:**

- We have \$800 to disburse from our \$29,668 endowment fund with the Victoria Foundation available. It is entirely up to the SLF where these funds are distributed.
- With the Golden Jubilee Arts Fund, now sitting at \$17,613, we have \$1,839 available for distribution. The decision as to who gets the money has to follow strict guidelines and be agreed to by the CRD Arts Committee (James Lam).

Isobel suggested that we look into whether or not these funds could be used towards an annual scholarship for a Grade 12 student – not necessarily a student with the highest GPA, but one who is a good citizen, works hard and volunteers in their community, or perhaps gifted in sports or music rather than academics. Under current guidelines, the SLF is not permitted to give a grant to an individual; however, in this case we would be approaching the school principal and asking him or her to nominate a worthy recipient.

**Carry for further discussion at the next meeting**

### **Membership:**

- Some good contacts were made at the Mid-Life Crisis fair in early October. Barb has a list of five names of people who expressed an interest in joining the SLF. She will pass these along to the secretary in order to extend an invite to our November meeting.

- We need at least 3 or 4 new members to compensate for the 4 members who resigned from the Board for various reasons last year. Although two of those members are still involved in the SLF – one as a member at large (Paul McKivett) and Fred Haynes as Council Liaison.
- Both Isobel's and Barb's terms as executive members (Chair, Treasurer, Secretary), expire at the end of the year.

Claire Reynolds noted that she attended the Volunteer Fair at UVIC; she thought it was very productive and something we should look into next year. She is not sure of the cost.

### **Alpine Club – Trail Rider**

Claire occasionally goes on hikes with the Apline Club when the Trail Rider that SLF donated to the club some years ago is used. She said the club is still very grateful for our help and promotes the SLF on its website. They would like to have the SLF logo on their trail rider; it would have to be on a waterproof fabric and attached somehow. Claire to research options for getting the SLF logo printed and report back.

**NEXT MEETING:** The next meeting will be November 17, 2015.  
Isobel volunteered to host the SLF Christmas Meeting on December 15, 2015.

Adjournment: On a motion from Claire Reynolds, the meeting adjourned 7:05 pm.

I hereby certify these Minutes are an accurate and true recording of the Meeting.

\_\_\_\_\_  
Isobel Hoffmann - Recording Secretary



# SAANICH LEGACY FOUNDATION

3692 Raymond Street South

Tuesday, December 15, 2015, 5:00 pm

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Present: Barb Klassen, Acting President & Treasurer in the Chair; Philip Bisset-Covaneiro, Vice President; Isobel Hoffmann, Recording Secretary; Claire Reynolds, Kodi Gibson, Directors. Fred Haynes, council Liaison; Paul McKivett, Past-President.

Minutes: **Moved by Kodi Gibson and Seconded by Claire Reynolds: "That the minutes of the meeting held October 20, 2015 be adopted as circulated."**

**CARRIED**

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## **PRESIDENT'S REPORT – nothing to report**

### **TREASURER'S REPORT**

- SLF has just over \$5,000 of disposable income available; approximately \$15,000 in the checking account is committed to other funds or projects.
- We also have a \$15,800 term deposit.
- The two endowment funds have interest that is available for disbursement (see discussion under Business Arising). \$1,839 is available from the Golden Jubilee Arts Fund, with a total balance of \$17,613. The fund with the Victoria Foundation sits at \$20,688 and there should be approximately \$1,000 to distribute.
- Some annual payments have been made: mail box rental and directors' insurance.
- Bob Elder is back from his trip to DR; he will have a few expenses to be paid with funds we are holding on behalf of Coffee for Kids.
- KidsFUNd has been doing well with donations of \$3,687 this year.

**Moved by Philip Bisset-Covaneiro and Seconded by Claire Reynolds: "That the Treasurer's report dated December 15, 2015 be received."**

**CARRIED**

The Treasurer stated that our Accountant, Frank Lee, had recommended the SLF conduct a review at year end. This could cost up to \$5,000.

Discussion noted this seemed rather high, considering the minimal funds we have in the bank and it was questioned if it was necessary at this time. Noted that if the SLF were to apply for a large government grant on behalf of a group, it could be part of the requirement of the application.

**MOVED by Phillip Bisset-Covaneiro and Seconded by Kodi Gibson: "That the SLF hold off on a review until there is a strategic need for same."**

**CARRIED**

### **Saanich Hall 50<sup>th</sup> Anniversary Project:**

Discussion noted the wall and plaque for the 50<sup>th</sup> anniversary of the Saanich Municipal Hall has been completed. At the October meeting, a \$5,000 grant request was received from the Arts and

Culture and Heritage Committee. After discussions with past Councillor Pickup and Councillor Sanders, Chair of the ACH, \$5,000 was taken from the \$10,000 being held by the Foundation from the Carnival of the Arts programme and grant. The SLF did not grant any other monies.

Paul McKivett stated it would still be appropriate for a plaque to be added to the sign to indicate that the SLF assisted with funding for the project. It was pointed out that the \$10,000 had to be processed through the SLF and held in trust in order to make it legitimately available for use in another arts-related project.

The secretary will discuss with Kelli-Anne Armstrong, Saanich Community Services. The plaque is complete, but there could be a smaller brass plaque added with the SLF name and logo. SLF will have to pay for the plaque.

## **GRANTS - none**

### **Victoria Beach Volleyball Association - progress update**

Paul McKivett stated he has heard nothing from the association. A few small donations have been received; approximately \$400 being held on their behalf. Paul thinks there are some hurdles with the school board.

### **3<sup>rd</sup> Party Projects:**

- Coffee for Kids: Bob Elder has returned from the DR and has some expenses to be paid.
- LSG: We did eventually hear from Steve at the ROBP regarding the funds we have to distribute to the project. The idea is to have some press around the presentation of the "big check" - which is over \$6,000.
- Donations of over \$6,000 have been received for the Take Heart Programme this year; \$3,000 has been disbursed.
- Donations for FUEL amounted to \$3,687 for 2015.
- No word from FORTRESS recently; we have received \$14,500 in donations and \$14,250 was disbursed to them.

### **Website / Social Media – Kodi Gibson**

He has been looking at ways to get our name out there in social media and to reach the younger generations through applications like facebook and twitter. He knows we have a facebook page – but apparently this was set up specifically for Music in the Park. Phil will provide access information re this to Kodi.

## **BUSINESS ARISING FROM OCTOBER 20, 2015 MINUTES:**

### **● Review of consolidated SLF Bylaws**

- Noted our bylaws, guidelines and constitution need to be consolidated and updated in accordance with the new guidelines under the Societies Act by the fall of 2016.

- Members should have copies and should read them so they can be adopted at our AGM in April.
- Past member Steve Newton reviewed the documents for the SLF and is available for questions if required.

### ● **FUND RAISING PROJECTS – Kodi Gibson**

Kodi Gibson stated:

- He has been brainstorming a few ideas to raise awareness of the SLF.
- One concept was to recognize individuals, groups and businesses within the Saanich community who are doing good works, and much like the SLF, trying to make this a better place to live, work and play.
- We would need a media sponsor (Saanich News?)
- A location to hold the event (Horticulture Centre of the Pacific was suggested – the SLF provided funds towards the Mel Couvelier Pavilion)
- Kodi thought August would be a good time. Mid-week probably best – Wednesday.
- We need to collect nominations and determine guidelines for the nominations.
- The awards would be handed out a dinner – businesses would perhaps buy a table(s) at the dinner. This is where the fund-raising would come in. Nominees and one guest would be free.
- He admitted there is a lot of planning to be done yet, including a Mission Statement and an event plan. More discussion at the January meeting.

Board members thought this was a great idea. Isobel suggested using Saanich's Environmental Awards as a guideline rather than reinventing the wheel. She will pass this info along to Kodi.

**CARRY to next meeting for further discussion**

### ● **Maltby Lake – potential fundraiser**

Claire stated:

- They do not have charitable status and we could help with the fund-raising project.
- This would generate publicity for us and she thought we should offer to help before someone else does.

### ● **Endowment Funds:**

#### **Golden Jubilee Arts Fund (\$1,839 available)**

- This has to be distributed to a youth arts programme (dance, music, etc.) and also needs approval of the CRD Arts Committee – James Lam is contact.
- We don't need to grant full amount – perhaps \$1,000 and then next year, with the left over funds and the interest accrued again, we may have another \$1,000 to disburse.
- Follow up at January meeting.

#### **Victoria Foundation Endowment Fund (approx. \$1,000 available)**

- Isobel thought this could be an annual scholarship award for a senior high school student, not necessarily the straight “A” student, but one who tries hard, and also does volunteer work in their community.

- SLF cannot grant funds to individuals, but as this is from an endowment fund and we would be asking for nominations from the various Saanich High Schools, it could work. We will need to determine guidelines for the scholarship and then get the information to the high schools. Suggestion that the award could be part of the Community Award night fund-raiser.

- **Alpine Club Trail Rider**

Claire stated:

- She joins one of the hikes with the Alpine Club now and then, and they have been asking that the SLF provide a logo to put on the Trail Rider.
- Would have to be a waterproof type of material – canvas perhaps – so it can be attached to the back of the chair.
- Elite Sports Wear could do this kind of thing; we just need to provide a jpeg of the logo.

## **NOMINATIONS COMMITTEE FOR THE AGM, APRIL 2016**

Barb asked for assistance with the nominations committee for the AGM this April. Noted that both Barb's and Isobel's terms will expire and we need new members. There were five potential new members; they were invited to the November meeting, which had to be cancelled due to the power cut at the Municipal Hall. They were all invited to this meeting; heard back from two of them who were unable to attend.

**NEXT MEETING:** The next meeting will be January 19, 2015.

**Adjournment:** On a motion from Claire Reynolds, the meeting adjourned 6:10 pm.

I hereby certify these Minutes are an accurate and true recording of the Meeting.

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Isobel Hoffmann - Recording Secretary