



BOARD MEETING MINUTES

OCTOBER 10, 2017

ESPC OFFICE, SUITE 37, 9912-106 STREET, EDMONTON

Attendees **Dave Trautman**, Board Director, Policy Cttee. (Chair)
Gwen Feeny, Board President, Finance Cttee.
Calypse Agborsangaya, Board Director, Policy Cttee.
Peter Schalk, Board Director, Membership/Brd. Deve. Cttee

Susan Morrissey, Executive Director
Stephanie Haar, Recording Secretary

Regrets: **Alexandra Seaman**, Board Director, Membership/Brd. Deve. Cttee., **Maxwell Harrison**, Board Director, Finance Cttee., **Doug Meggison**, Board Director, Finance Cttee., Membership/Board Dev., **Ben Whynot**, Board Director, Fund Deve. (Lead), Membership/Board Dev., **Candas Jane Dorsey**, Board Director, Policy Cttee.

Guests: Ron Coulombe

1) **Welcome/Introduction** – Meeting called to order by Dave Trautman at 6:04 pm

2) **Consent agenda – approval of agenda and minutes:**

MOTION: Moved by Peter Schalk, seconded by Calypse Agborsangaya to approve agenda with additions and approve the September 20/2017 board minutes as presented.

MOTION: **CARRIED**

3) **Fund Development Strategy – Meet your Consultants:**

- Introduced Ron Coulombe one of our Fund Development Strategy consultants.
- Discussed structure of work.
- **ACTION:** Board Members were asked to consider being on the Fund Development Audit team for input. **QUESTION:** What time commitment was required. To be determined.
- Strategy Sessions have been organized for staff (October 11/17) and Board (October 28/17)

4) **Business Arising:**

a) **United Way Campaign:**

- Susan Morrissey presented UW Employee Campaign donation forms and provided an explanation of this years activities.
- Bake Sale scheduled for November 23/17. Bake goods are required for sale.
- Board members are asked to contribute baking for the sale.

b) **Chew On This:**

- Stephanie Haar contacted Canada to End Poverty organization to inquire about events being held in Edmonton on October 17/17. Only 1 organization had registered to do a promotional

event in Edmonton and Stephanie has not been able to reach anyone to offer up ESPC support.

c) ECF Endowment Fund:

- Susan Morrissey discussed details on how to set up an Endowment fund through ECF.
- **QUESTION:** Do we want to set up an endowment fund. Would this increase the awareness of our organization?

d) Toronto Social Planning Council - Funding:

- Question was asked on how the Toronto Social Planning Council breaks down their revenue.
- Susan Morrissey reported that their funding stream is as follows based on 2015 data:
 - 1.6 M total revenue per year
 - \$300,000 from the City of Toronto
 - \$600,000 from the United Way
 - Membership/donations totals were \$100,000 annually

5) **Executive Director's Ops Report:**

Susan Morrissey reported on activities from September and answered questions. In addition she reported on the following:

a) New office space:

- Orange Hub: So far Susan and Stephanie have met with the City regarding this twice and are still waiting for a decision. We have begun looking at alternative space for possible relocation.

6) **Committee Reports:**

a) Finance Committee:

i) 2018 Draft ESPC Budget:

- Presented draft ESPC 2018 budget for information and review.
- Will present and review at the November 14/17 Board meeting.

7) **Other Business:**

a) AGM Planning:

- Discuss for the 2018 AGM has begun.
- **ACTION:** Dave Trautman to poll Board members for the following information and report back at November 14/17 meeting with results.
 - Location
 - Date: May 17, 24 or 31
 - Speakers: suggestions from Board members welcome

Meeting Adjourned: 7:50 pm

Next Meetings:

November 14, 2017

December 12, 2017