



Special Board Meeting – January 7, 2020

Town Council Chambers

Agenda

1. Call to Order: 7:00 PM
2. Approval of agenda
3. Approval of Minutes n/a
4. Operations Update n/a
5. Business Arising n/a
6. New and unfinished business
 - a. Corporate continuance process
 - b. Shell Legacy Fund (no news yet)
 - c. Training (timeline and budget) *STAFF TURN-OVER LIST*
 - d. Operating Budget review
 - e. CFLSA Social Innovation Fund
7. Date for next meeting – January 16th
8. Adjournment



Special Board Meeting – January 7, 2020

Town Council Chambers

Minutes – Signature Copy

Board members present: Don Anderberg, Brian McGillivray, Judy Lane, Lacey Poytress, Ola Crook, Christy Gustavison, Scott Korbett

Absent with regret: Brian Hammond

Staff present: Laurie Wilgosh, La Vonne Rideout, Wendy Catonio, David Green

1. **Call to Order:** Don Anderberg called the meeting to order at 7:00 PM
2. **Approval of agenda**

Motion / ELC-120 / McGillivray
That the Agenda be approved as circulated.
Carried

3. **Approval of Minutes n/a**
4. **Operations Update n/a**
5. **Business Arising n/a**
6. **New and unfinished business**
 - a. **Corporate continuance process:** The Board reviewed the documents necessary to move the Corporation through the continuance process to the federal level (Canada Not-for-profit Corporations Act)

Motion / ELC / 121 / Gustavison

That the following continuance documents be signed by the Board as required:

- 1. Special Resolutions of the Directors approving the continuance – to be signed by the directors**
- 2. Special Resolutions of the Member approving the continuance – to be signed by an authorized person for the Town (January 8, 2020)**
- 3. Form 4011 Articles of Continuance – please have this signed by an authorized person**
- 4. Schedules “A”, “B” and “C” to Form 4011**
- 5. Form 4002 Notice of address and directors - please have this signed by an authorized person**
- 6. By-Laws (Post-Continuance) – please have the meeting chair and secretary sign at the back page**
- 7. A Letter requesting continuance – please print this on PCCELC letterhead and have signed by an authorized member.**

Carried

- b. Shell Legacy Fund: There has been no new information posted on the Shell website.
- c. Training (timeline and budget): The Board discussed the timeline for training assuming that the new facilities will open in late May/early June of 2020. Possible staff numbers were discussed. Options for training are varied. It was noted that a person can only register for the online training course if they are currently employed by an Early Learning Centre organization AND that they can only be employed by such an organization if they have taken the online training program. (?)

Motion / ELC-122 / Korbett

That the Board send a letter to the Minister requesting permission for PCCELC to run a training program for “X” trainees (with La Vonne Rideout as trainer) on the understanding that trainees have not yet been hired for the program.

Carried

- d. Operating Budget review: this matter is on-going

e. CFLSA Social Innovation Fund: The Board reviewed the information received to date (attached to these minutes). When further information is available, it will be distributed to the Board.

7. Date for next meeting – The regular Board meeting will take place **January 16th, 7:00 PM in Town Council Chambers**

8. Adjournment: There being no further business, Judy Lane declared the meeting adjourned at 7:58 PM

Read and approved this 16th day of January 2020.

X



Director

X



Director

Community Foundation of Lethbridge and Southwest Alberta
Social Innovation Fund

The Investment Readiness Program will provide social purpose organizations located and working in Southern Alberta with non-repayable capital to help prepare them for opportunities to accept investment capital in the future.

Successful applicants will receive funding for initiatives that facilitate organizational growth, through business planning, capacity enhancement, or development of new business, products, or services.

Applications for the first round of the IRP will be accepted between **January 8 and February 10, 2020.**

Social purpose organizations located and working in Southern Alberta, including charities, non-profits, co-operatives, and for-profit social enterprise organizations, are encouraged to apply. **Applications must be submitted online.**

Please check our website at www.cflsa.ca on January 8 for the more details and the link. Funding requests will be considered for amounts **starting at \$10,000.**

Please note that this capital **cannot** be used for an organization's operating or administration costs, nor can it be utilized by a single individual, by government agencies, or for projects occurring outside of Canada.

Interested parties should contact the Community Foundation office directly for more information. Full criteria will also be available online at www.cflsa.ca in early January.

On behalf of the Community Foundation and the members of the Southern Alberta consortium, thank you for your support in helping us strengthen social enterprise in our region. I look forward to working with your community on this initiative.