



**MINUTES OF THE SIXTEENTH MEETING
BOARD OF DIRECTORS
FANSHAWE COLLEGE FOUNDATION**

Meeting #16 – H1016-2 Conference Room, London Campus Wednesday, September 22, 2010

Present: Larry Kinlin, Chair
 David Atkinson
 Steve Cox
 Angie Francolini
 Peter Kryworuk
 Howard Rundle
 Bob Siskind

Resource Personnel

Catherine Finlayson, Executive Director, Fanshawe College Foundation
Lori Johnston, Board Secretary
Scott Porter, Corporate Secretary/Treasurer

Official Observers

Deborah Mates, Development Office
Michael Wickett, Alumni Office

Regrets: Brad Duncan
 Beth Girvan
 Josh Levite
 Andy Spriet

In Attendance: Mary Flannigan-Hockin, Development Coordinator

A. OPENING PROCEDURES

1. Call to Order

Announcing a quorum, Chair Kinlin called the meeting to order at 7:33 a.m.

2. Chair's Welcome

Noting regrets, the Chair welcomed everyone to the meeting. Ms. Finlayson continued by introducing staff attending the meeting.

A. OPENING PROCEDURES (continued)

3. Approval of Agenda

Following the addition of item G.1 (Personnel Matter), it was:

Moved by: Bob Siskind
Seconded by: Peter Kryworuk

“THAT the agenda be approved as amended.”

Motion Carried – Resolution #1601

4. Approval of Minutes

It was:

Moved by: Angie Francolini
Seconded by: Steve Cox

“THAT the minutes of the June 9, 2010 meeting be approved as presented.”

Motion Carried – Resolution #1602

5. Business Arising from Minutes

Chair Kinlin noted that all items appear on the agenda.

B. BOARD PROCESS

1. Work Plan

Ms. Finlayson began her report by distributing copies of the Foundation's Second Annual Report to the Community.

With the aid of a PowerPoint presentation, Ms. Finlayson highlighted the proposed work plan for the upcoming year under the headings of Board Development, Public Relations and Donor Development, Funding Priorities, and Performance, as noted in the written report.

Discussion ensued and it was noted that the Board is at the stage where donor development may be established with alumnus/corporations/individuals by offering programs to raise funds for student scholarships (e.g., pledge \$100 or more per year for five years, pledge \$200 per year once graduated).

B. BOARD PROCESS

1. Work Plan (continued)

Following a suggestion to include a bullet under Section 2.1.4 to add a review of the Board's performance (Board policy approved last year), it was:

Moved by: Angie Francolini
Seconded by: Steve Cox

“THAT amendments to Board Policy B-05 (Board Work Plan) be approved as amended.”

Motion Carried – Resolution #1603

2. Board Membership

As a follow-up to discussions at the last meeting concerning the suggestion to increase Board membership, Mr. Porter reviewed the proposed amendments to By-Law No. 1.

In response to a question, it was noted that the Foundation has cancelled one meeting in the past due to a lack of quorum. Director Kryworuk commented that the proposed changes concerning quorum would not pose a problem.

Continuing with the report, Mr. Porter noted that the proposed amendments to the Memorandum of Agreement align with the changes to the By-Law.

Discussion ensued with the following amendments noted:

- By-Law No. 1, Page 2, (c) – amend to read, “...make such by-laws **and amendments thereto as necessary** for ...”
- amendment date to be included on the Agreement

In response to a question concerning the reference to two-thirds of ex officio directors being present for quorum in Section 11 of the By-Law, it was noted that the Board of Governors included this in the agreement to avoid any problems between the two Boards, as have been experiences by other organizations. In addition, it was noted that the Ministry would not support the establishment of a foundation under any other kind of model.

In conclusion, it was agreed that this issue would be explored further and be brought back to the Board.

B. BOARD PROCESS

2. Board Membership (continued)

It was subsequently:

Moved by: Peter Kryworuk
Seconded by: David Atkinson

“THAT amendments to By-Law No. 1 be approved as presented, subject to the approval of the Board of Governors of Fanshawe College;

AND THAT the issue of quorum with ex-officio members be discussed at a future meeting;

AND THAT amendments to the Memorandum of Understanding between Fanshawe College Foundation and Fanshawe College be approved as amended, subject to the approval of the Board of Governors of Fanshawe College.”

Motion Carried – Resolution #1604

C. POLICY DEVELOPMENT AND STRATEGIC ISSUES

No items were reported.

D. MONITORING

1. Financial Monitoring Report

Referring to the written quarterly report, Mr. Porter noted the report did not reflect a clean look at the numbers partly due to the difference of the time cut off of September 30th.

Continuing, Mr. Porter briefly explained the process used in the automatic five-year review of services for an investment manager, and the move to Foyston, Gordon and Payne Inc. (FGP) effective July 12, 2010. He noted that the investment loss for the quarter ended June 30, 2010 was largely due to the liquidation of assets during the transfer, with the loss included in the report.

In addition, he noted that a summary of the 'Statement of Investment Principles' used by the Investment Committee was printed on the back of the report for the Board's information.

D. MONITORING

1. Financial Monitoring Report (continued)

Discussion ensued with the following being noted:

- suggestion to add a column to the report showing the 'actual' percentages of government and corporate bonds
- donor contributions include monies received from pledges made in 2000 which flow through the Foundation to the College, and are used to fund their initial purpose
- helpful to also include a current snapshot of investments for future meetings

Following discussion, it was:

Moved by: David Atkinson
Seconded by: Peter Kryworuk

“THAT the Board accepts the Financial Monitoring Report as presented.”

Motion Carried – Resolution #1605

E. LINKAGES

1. Board of Governors' Update

Ms. Finlayson reported that the Board of Governors will hold their first meeting tomorrow evening, adding that Brad Duncan is the new Board of Governors Representative on the Foundation Board, along with Angie Francolini who is returning for another term.

2. Alumni Board Update

Ms. Finlayson noted that the Alumni Board met in July and September under the leadership of the newly elected President, Jon Aristone. She added that Jon is eager to move forward with their work plan and will invite Western's Alumni Board to a joint meeting of their Boards. She noted that we share approximately 10% of our graduates with Western due to collaborative programs, adding that it is important to work with them to match the affinity programs for both institutions.

Continuing, Ms. Finlayson reported that the Alumni Office continues to move forward with recognition programs and advertising initiatives (URL 'IwenttoFanshawe', Facebook, etc.), affinity programs, and hosting events outside of London, noting that they share the same goal as the Foundation in terms of engaging alumnus as supporters.

F. ORIENTATION

1. Chair's Report

Chair Kinlin noted he had a busy summer attending meetings concerning Simcoe's capital campaign, new initiatives, recruitment, and a future London capital campaign, as well as attending the Golf Classic and reception. He encouraged all Directors to do all they could to assist Catherine with cultivating relationships for the Foundation.

Director Siskind acknowledged Mr. Kinlin for the work he is doing on behalf of the Foundation.

2. Executive Director's Report

a) Fanshawe College Foundation Fundamentals

Referring to her written report, Ms. Finlayson highlighted some recent gifts, and encouraged Directors to contact her if they were willing to send an introductory letter to their doctors and dentists about the great work Fanshawe is doing in the community. She concluded by noting they are currently in the quiet phase of a campaign in Woodstock, and referred Directors to upcoming events in the report.

It was subsequently;

Moved by: Steve Cox
Seconded by: David Atkinson

"THAT the Executive Director's Report be received as presented."

Motion Carried – Resolution #1606

G. COMMITTEE OF THE WHOLE IN CAMERA

Guests were excused, with the Board moving into the Committee of the Whole at 8:55 a.m.

H. REPORT OF THE COMMITTEE OF THE WHOLE

It was agreed by consensus to rise and report at 9:00 a.m., and that the report of the Committee of the Whole be accepted as follows:

1. Beth Girvan's resignation is received, with a letter of thanks to be sent on behalf of the Board.

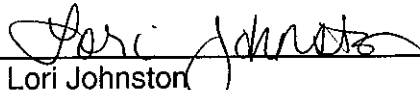
I. ADJOURNMENT

There being no further business, it was:

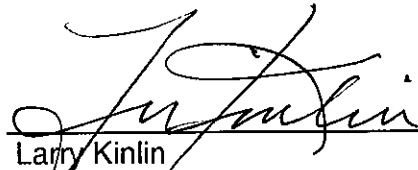
Moved by: Bob Siskind
Seconded by: Angie Francolini

“THAT the meeting be adjourned at 9:01 a.m.”

Motion Carried – Resolution #1607



Lori Johnston
Board Secretary



Larry Kinlin
Board Chair