

Held: Oct. 27, 2021, 10:30 – 11:30 in person and via Video Conference call

Director Attendees Neil Briggs, (NB) Sue Tiffin, (ST)
David Rea, (DR) Susan Murray, (SM)

Laurie Carmount (Curator, Minden Hills Cultural Centre) also attended

Director Absentees None

A quorum of Directors was in attendance

ORDERS OF BUSINESS

- 1) Approval of minutes of last meeting:
 - a) NB called the meeting to order. He noted that a quorum of Directors were in attendance and a notice of the meeting had been issued 30 days prior to the meeting
 - b) NB called for comments on the minutes of the prior meeting. No comments were offered. NB moved the minutes be accepted, DR seconded, and the motion passed unanimously.
- 2) New Business
 - a) NB provided a report on the procurement of Directors insurance. NB is making progress albeit with one recent issue which he expects to be shortly resolved.
 - b) DR and LC provided an update on the web site.
 - i) The new site is in operation with a landing page published. The new site address is MHCCF.ca. LC ran thru the logo she had created and this found general approval.
 - ii) LC will send out some questions to assist her with creating and improving the remaining pages on the site.
 - iii) LC agreed to send an email to the Friends of the Gallery (FoG) with a link to the new website. The MHCCF email account would be cc'd and thru that we could begin to correspond with the FoG and start to develop a mailing list MHCCF would be authorized to use.
 - iv) DR advised that he had received approval from Google to utilise their Google workspace for Non-profits. DR will be issuing email accounts and access to all Directors and LC.
 - v) DR agreed to get the 3 Canadian donor sites reworded to reflect the current MHCCF mission and website.
 - c) LC mentioned the Township has almost completed developing a 5 year capital needs plan and expected to publish that early in the New Year. All participants agreed MHCCF should coordinate with the Township and agree how our fundraising could assist with the goals of that plan.
 - d) LC reviewed a project to create a sculpture in honour of André Lapine. This project was stalled due to lack of funds and low priority at the Township. LC agreed to send out plans for this project.
 - e) NB agreed to push to have a meeting with Craig Belfry about the 5 year plan and coordination with MHCCF.

- f) NB presented the current financial status of the Foundation. He committed to provide greater detail in the future as his processes grow more sophisticated and automated
 - g) LC briefly outlined the 2022 schedule for MHCC and agreed to send out a more detail outline of events.
 - h) SM brought up which grants MHCCF might pursue. LC made some suggestions of lists we could investigate. She commented we might be more successful if we focused on specific group about specific projects. LC commented that Trillium grants were more commonly given to very large projects and we might have more success with Heritage Canada.
- 3) Fire and Ice event
- a) A thorough discussion of the Fire and Ice event took place including pros and cons of prior events as well as how a 2022 event might be conducted.
 - b) LC agreed to send out some notes taken after prior events. NB agreed draft a budget.
 - c) All agreed to hold a special meeting in a month's time, (now scheduled for Tues., Nov. 9 at 10:30am)

CLOSING

- The meeting adjourned with an agreement to have a special meeting on the Fire and Ice event in November as well as the next regular meeting in December.

Agreed Actions

#	Action	Responsible
1.	Issue questions to assist her with creating and improving the remaining pages on the site.	LC
2.	Send an email to the Friends of the Gallery (FoG) with a link to the new website.	LC
3.	Get the 3 Canadian donor sites reworded to reflect the current MHCCF mission and website.	DR
4.	Send out plans for Lapine sculpture project.	LC
5.	Hold a meeting with Craig Belfry	NB
6.	Send out a more detail outline of 2022 MHCC schedule of events.	LC
7.	Send out some notes taken after prior Fire and Ice events	LC
8.	Send out draft Fire and Ice budget	NB