



ITC Fund Development Advisory Committee

DRAFT Minutes of Regular Meeting

Date: Thursday, October 31, 2019
Time: 10:03 am
Location: Electronic meeting, Public venue
Islands Trust
200-1627 Fort Street
Victoria, BC V8R 1H8

Committee Members Present: Kate-Louise Stamford, Fund Development Advisory Committee (FDAC) Chair
Doug Fenton
Linda Adams
Sue Ellen Fast

Committee Member Regrets: Robin Williams

Staff Present: Kate Emmings, Acting Manager
Russ Hotsenpiller, Chief Administrative Officer, Islands Trust
Clare Frater, Director of Trust Area Services
Carla Funk, Acting Communications and Fundraising Specialist
Alexandra Trifonidis, Recorder

1. CALL TO ORDER

Islands Trust Conservancy Chair Stamford called the meeting to order at 10:03 am and acknowledged that the meeting was being held in Coast Salish First Nations territory.

2. APPROVAL OF AGENDA

By general consent, the ITC Fund Development Advisory Committee (FDAC) approved the agenda as presented.

3. CLOSED MEETING

ITC-FDAC-2019-004

It was MOVED and SECONDED,

that the meeting be closed to the public pursuant in accordance with the Community Charter, Part 4, Division 3, section 90(1)(k) negotiations and related discussions respecting the proposed provision of a service that are at their preliminary stages and that, in the view of the board, could reasonably be expected to harm the interests of the Islands Trust Conservancy Board if they were held in public; and that staff be invited to remain in the meeting.

CARRIED

The ITC Fund Development Advisory Committee convened the closed portion of the meeting at 10:06 am and resumed in open meeting at 11:33 am to Rise and Report.

4. RISE AND REPORT

The ITC Fund Development Advisory Committee reported on the following items:

- The Fund Development Advisory Committee direct staff to incorporate a planned giving/strategic charitable giving program into its funding strategy and action plan.
- The Fund Development Advisory Committee direct staff to develop a preliminary timeline for a provincial funding request strategy and that the FDAC request that the ITC Board coordinate an in camera meeting with the Islands Trust Executive to update them on the work done to date by the FDAC, discuss the preliminary timeline and solicit input and advice regarding potential synergies for a Provincial funding request.

5. MINUTES/COORDINATION

5.1 Minutes of Meetings/Resolutions without Meetings

5.1.1 Approval of May 21, 2019 Meeting Minutes

By general consent, the ITC Fund Development Advisory Committee meeting minutes of May 21, 2019 were adopted.

6. BUSINESS

6.1 Items for Discussion/Direction

6.1.1 Terms of Reference

ITC Acting Manager presented the staff briefing and updated the committee on the current FDAC timeline and budget.

Committee members discussed that more ITC funding is needed.

ITC-FDAC-2019-005

It was MOVED and SECONDED,

that the Fund Development Advisory Committee request that the ITC Board amend the Fund Development Advisory Committee terms of reference to reflect the new timeline outlined in the October 31st briefing and increase the Fund Development Advisory Committee budget up to \$6000.

CARRIED

7. NEW BUSINESS

- NAPTEP

Trustee Fast asked where we stand on raising the dollar amount for the NAPTEP exemption. Staff advised that the topic has been sent to the Islands Trust management team and is included on the preliminary copy of the strategic plan to be approved at the December 2019 Trust Council.

8. NEXT MEETING

The next ITC Fund Development Advisory Committee meeting is to be determined. The next meeting time and date will be discussed at the November 26th ITC board meeting.

9. ADJOURNMENT

By general consent, the meeting adjourned at 11:46 am.

Kate-Louise Stamford, ITC Chair & FDAC Member

Certified Correct:

Alexandra Trifonidis, Recorder

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