



MINUTES of the Meeting of the Trustees of the Canadian Bridge Federation Charitable Fund held at Montreal, QC on Thursday, May 26, 2005.

PRESENT: Marilyn White - CBFCF Chairperson
 Michael Hartop - Zone I Trustee
 Jean Castonguay - Zone II Trustee
 James Priebe - Zone III Trustee
 Francis Gaudino - Zone IV Trustee
 Doug Fraser - Zone VI Trustee
 Janice Anderson - Executive Secretary
 George Retek - Ex-officio CBF Director, ACBL District 1
 Jonathan Steinberg - Ex-officio CBF Director, ACBL District 2
 Richard Anderson - Ex-officio CBF Director, ACBL District 18

Marilyn declared a quorum and the meeting to be regularly constituted, and called the meeting to order at 9:05am.

NOTE: Throughout these minutes the following abbreviations are used:

CBF - shall refer to the Canadian Bridge Federation

CBFCF - shall refer to the Canadian Bridge Federation Charitable Foundation

ACBL - shall refer to the American Contract Bridge League

1.0 CALL TO ORDER

Chairperson ,Marilyn White, called the meeting to order and went over the agenda.

2.0 RECOGNITION OF NEW TRUSTEES

MOTION: The Trustees of the CBFCF confirm the election, by acclamation, of Jean Castonguay, as the Trustee for Zone II and the appointment, by the CBF Board of Directors, of Joe Kerger as the Trustee for Zone V.

MOVED by Jim Priebe.

SECONDED by Doug Fraser.

CARRIED UNANIMOUSLY.

3.0 MINUTES OF THE MEETING OF June 16, 2004

MOTION: The Trustees of the CBFCF adopt the minutes of the June 16, 2004 meeting as distributed.

MOVED by Mike Hartop.

SECONDED by Jean Castonguay.

CARRIED UNANIMOUSLY.

4.0 BUSINESS ARISING FROM THE MINUTES

4.1 2004 COMMITMENTS

Marilyn White reported on the 2004 commitments. Marilyn White also quoted from some of the many "Thank You" responses we received from organizations we helped.

Canadian Feed the Children - Domestic Project	\$ 5,500
Campaign 2000 Report Cards	\$ 2,000
Zonal Donations:	
Chairperson (\$ 2,500)	
Daily Bread Food Bank	\$ 1,500
Growing Up Healthy - Downtown Toronto	\$ 500
Progress Centre for Early Intervention	\$ 300
PAWS	\$ 200
Zone One (\$ 2,500)	
Miramichi Community Food Bank	\$ 900
Metro Halifax Food Bank	\$ 900
Moncton Headstart Inc.	\$ 700
Zone Two (\$ 2,500)	
Club des petits dejeunerers du Quebec	\$ 2,500
Zone Three (\$ 2,500)	
Daily Bread Food Bank	\$ 2,500
Zone Four (\$ 2,500)	
Winnipeg Harvest Inc.	\$ 900
Thunder Bay Food Bank	\$ 400
Shelter House - Thunder Bay	\$ 400
North Bay Soup Kitchen Inc.	\$ 300
Banque d'aliments Sudbury Food Bank	\$ 300
Saulte Ste.-Marie Salvation Army Food Bank	\$ 200
Zone Five (\$ 2,500)	
REACH	\$ 1,000
Aboriginal Head Start Program	\$ 500
Early Learning Centre	\$ 500
Canadian Mental Health Association	\$ 500
Zone Six (\$ 2,500)	
Greater Vancouver Food Bank	\$ 1,000
Loaves & fishes Community Food Bank	\$ 1,000
Canuck Place Children's Hospital	\$ 500
Total 2004 Donations	\$ 25,000

MOTION: The Trustees of the CBFCF confirm the payment of the 2004 charity funds as listed in these minutes.

MOVED by Francis Gaudino.

SECONDED by Doug Fraser.

CARRIED UNANIMOUSLY.

4.2 ACBL Charges & Payments

Jan reported that in 2004, the ACBL charged us \$8,053.13 for our 10% share of expenses. This is up \$2,001.74 from the charges in 2003. The increase in charges was due to the new cost allocation system being used by the ACBL.

Jan Anderson reported that she has set it up with the ACBL that all Charity cheques come directly to the CBF office. In this way we will not have to pay the ACBL any handling charges.

Jan Anderson reported on her meetings with the ACBL Charity Foundation. They agreed to remove audit fees and filing fees from the CBFCF share of expenses and this was done prior to us being billed for 2004 expenses. At the Fall 2005 meeting of the ACBL Charity Foundation, they have agreed to take a closer look at what services billed by the ACBL actually apply to the CBFCF and will make changes to our share of expenses based on what they discover.

Jan Anderson expressed her appreciation for the openness of the ACBL Charity Foundation and their willingness to have her attend the ACBL Charity Foundation meetings.

Jan reported that other charges to the account were:

<i>Trustees expenses for the annual meeting</i>	<i>\$ 527.00</i>
<i>Bookkeeper & Office Expenses</i>	<i>1,800.00</i>
<i>Bank Charges</i>	<i>23.00</i>
<i>Audit Expense</i>	<i>625.00 (bill not received yet)</i>

MOTION: The Trustees of the CBFCF confirm the payment of the ACBL charges and other charges.

MOVED by Jim Priebe.

SECONDED by Jean Castonguay.

CARRIED UNANIMOUSLY.

5.0 FINANCIAL STATEMENTS

5.1 2004 Audited Financial Statement

MOTION: The 2004 audited financial statement is received and accepted.

MOVED by Doug Fraser.

SECONDED by Jean Castonguay.

CARRIED UNANIMOUSLY.

6.0 2005 CHARITIES

Designated Charities and other Requests

*At our 2004 meeting we designated the following charity as our Focal Group for 2005:
Organizations that deal with Child Poverty & Food Banks.*

Charity requests received during the year:

***Meadow Lake Outreach Ministries (SK)** - requests help towards funding The Ryland Centre, a \$1.8 million project designed to provide “disenfranchised individual” in their community with opportunities to achieve independence and a better quality of life. No*

*specific sum requested. The organization is a registered charity operating under the trade name **The Door of Hope** and its purpose is to provide community based Christian ministry to help meet the spiritual and physical needs of disadvantaged people in its community.*

Canadian Guide Dogs for the Blind - No specific request.

Metro Toronto Movement for Literacy - is a network of organizations and individuals who are involved in and support adult literacy. One of the many services it offers is the Literacy Access Network, through which adults can find classes or community programs.

Campaign Against Child Poverty - campaigns mainly through advertising.

The Kidney Foundation of Canada - Manitoba branch requests \$1000.00.

Missing Children Society of Canada - request \$16,000.00 to upgrade computers.

The Board of Trustees discussed the various requests and the budget.

2005 Budget

Income:

Game receipts and donations	\$ 26,000	
Interest	<u>260</u>	
	\$ 26,260	\$26,260

Expenses:

Donations:	\$ 14,500	
ACBL Service Fee	\$ 8,000	
Trustee Expenses	750	
Bookkeeper & Office Expense	1,800	
Bank Charges	50	
Postage & Delivery	60	
Audit	<u>625</u>	
	\$ 25,785	<u>\$25,785</u>

Net Revenue: **\$ 475**

**MOTION: Each Trustee and the Chairperson be allocated \$2000 to give to charities in their Zones and \$500 be donated to Canadian Feed the Children - Domestic program.
 MOVED by Mike Hartop.
 SECONDED by Francis Gaudino.
CARRIED UNANIMOUSLY.**

More discussion took place on whether the board felt they could make another National donation.

MOTION: An additional \$3,000 will be donated to the Canadian Feed the Children - Domestic Program.
MOVED by Jim Priebe.
SECONDED by Jean Castonguay.
CARRIED UNANIMOUSLY.

All trustees were again reminded that the deadline for submitting information on Regional Donations is November 15th. After November 15th Marilyn White and Janice Anderson will donate any unused Regional Funds to our 2005 designated charity. If a Trustee submits a request and doesn't get an acknowledgement back, the Trustee should resubmit the request. This will help ensure that all requests are received.

7.0 2006 DESIGNATED CHARITIES

Based on Motions passed in 2003 and 2004, the 2006 Designated Charity will be organizations that deal with Child Poverty and Food Banks.

Based on our plan of keeping the same Focal Group for a few years, in 2006 we will have met the commitment to Child Poverty and Food Banks and will need to select a new focal group for 2007 and succeeding years.

Janice Anderson reminded the Trustees of the Revenue Canada rules for "Qualified Donors" and the CBFCF Guidelines for Charitable Fund Applications.

8.0 OTHER BUSINESS

8.1 CBFCF Chairperson and Liability Insurance

Discussion took place about making sure the Chairperson of the CBFCF is covered by the CBF Liability Insurance Policy.

MOTION: The Chairperson of the CBFCF be considered an Officer of the CBF and be included in the list of officers provided to our Insurance Carrier.
MOVED by Jim Priebe.
SECONDED by Doug Fraser.
CARRIED UNANIMOUSLY.

9.0 APPOINTMENTS

MOTION: Moved that Marilyn White of Toronto, Ont. be Chairperson of the CBFCF for the 2005 - 2006 year.
MOVED by Frances Gaudino.
SECONDED by Jim Priebe.
CARRIED UNANIMOUSLY.

MOTION: Moved that Janice Anderson will act as the CBFCF Accountant for the 2005-2006 year and will be the cosigner of cheques with Marilyn White.

**MOVED by Francis Gaudino.
SECONDED by Doug Fraser.
CARRIED UNANIMOUSLY.**

MOTION: Mintz & Wallace, Chartered Accountants of Regina, Sask. be appointed as the auditors of the CBFCF for 2005.

**MOVED by Francis Gaudino.
SECONDED by Jim Priebe.
CARRIED UNANIMOUSLY.**

10.0 MEETING EXPENSES

Discussion took place about what is a reasonable amount to charge the Charity Fund for the expenses of this meeting.

MOTION: The Charity Fund will be charged 10% of the total cost of the meeting travel, rent and hotel rooms for Trustees and the total expenses of the Chairperson.

**MOVED by Francis Gaudino.
SECONDED by Jim Priebe.
CARRIED UNANIMOUSLY.**

11.0 NEXT MEETING

MOTION: The next meeting of the Trustees of the Canadian Bridge Federation Charity Fund will be held in conjunction with the 2006 annual meeting of the CBF Board of Directors which is planned for Mississauga.

**MOVED by Mike Hartop.
SECONDED by Doug Fraser.
CARRIED UNANIMOUSLY.**

12.0 ADJOURNMENT

MOTION: The meeting be adjourned.

**MOVED by Mike Hartop.
CARRIED UNANIMOUSLY.**

Chairperson - Marilyn White

Secretary/Treasurer - Janice Anderson
June 30, 2005