

MINUTES of the Meeting of the Trustees of the Canadian Bridge Federation Charity Foundation held at Roehampton Hotel, Toronto, Ont. on May 25, 1998.

PRESENT: Marilyn White - CBFCF Chairperson
Leo Weniger - Zone I Trustee
Doug Heron - Zone II Trustee
Eric Sutherland - Zone III Trustee
Bill Treble - Zone IV Trustee
Gerry Mamer - Zone V Trustee
Aidan Ballantyne - Zone VI Trustee
Janice Anderson - Executive Secretary

Doug Heron took the Chair and Janice Anderson was directed to act as Secretary of the Meeting. Doug declared a quorum and the meeting to be regularly constituted, and called the meeting to order at 10:00 am.

NOTE: Throughout these minutes the following abbreviations are used:

C.B.F. - shall refer to the Canadian Bridge Federation

C.B.F.C.F. - shall refer to the Canadian Bridge Federation Charity Foundation

A.C.B.L. - shall refer to the American Contract Bridge League

1.0 CALL TO ORDER

Doug Heron called the meeting to order and went over the agenda.

Doug, on behalf of the CBF Board of Directors, welcomed Marilyn White to the board and confirmed her appointment as Chairperson for the Charity Foundation.

Marilyn White now took over the chair.

2.0 RECOGNITION OF NEW TRUSTEES

MOTION: The Trustees of the C.B.F.C.F. confirm the re-election of Bill Treble as the Trustee for Zone IV and the election of Leo Weniger as the Trustee for Zone I.

MOVED by Doug Heron.

SECONDED by Eric Sutherland.

CARRIED UNANIMOUSLY.

3.0 MINUTES OF THE MEETING OF MAY 12, 1997

MOTION: The Trustees of the C.B.F.C.F. adopt the minutes of the May 12, 1997 meeting as distributed.

MOVED by Aidan Ballantyne.

SECONDED by Doug Heron.

CARRIED UNANIMOUSLY.

4.0 BUSINESS ARISING FROM THE MINUTES

4.1 1997 COMMITMENTS

Our commitments for 1997 have been paid out. The commitments were:

<i>Missing Children Society of Canada</i>	10,000
<i>Canadian Guide Dogs for the Blind</i>	5,000
<i>Cancer Research Society Inc.</i>	5,000
<i>Discretionary</i>	9,000
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	29,000

Discretionary Funds:

Zone I: George Holland	
Dartmouth General Hospital	600
Caring for Cancer Patients	900
Zone II: Doug Heron	
Reach	1500
Zone III: Eric Sutherland	
New Vision Homes for Children	1000
Mary's Place	500
Zone IV: Bill Treble	
Independent Living Resource Centre	750
Faye Peterson Transition House	750
Zone V: Gary Mitchell	
Alzheimer Sask.	500
Saskatoon Food Bank	500
Interval House - Saskatoon	500
Zone VI: Aidan Ballantyne	
Bookkeeper: Gary Westfall	
Marina Lodge - Cardiac Rehab.	750

MOTION: The Trustees of the C.B.F.C.F. confirm the payment of the 1997 charity funds as listed in these minutes.

MOVED by Aidan Ballantyne.

SECONDED by Doug Heron.

CARRIED UNANIMOUSLY.

4.2 ACBL Charges & Payments

Jan reported that in 1997, the ACBL charged us \$7,006.73 for our 10% share of expenses. The good news is that we received about \$7,500.00 in 1997 as our share of Charity revenue at NABCs. This has offset the fee charged to us by ACBL.

It was suggested that ACBL charges are still very high. Jan reported that the ACBL Treasurer reported that he could see nothing that could be reduced on these expenses.

It was felt that we should ask for a detailed audited financial statement for the ACBL Charity Foundation. Jan will put this request into the ACBL.

Now that Jan has taken over the bookkeeping, she expects to provide us the Trustees with more detailed information on our Revenue next year.

5.0 FINANCIAL STATEMENTS

5.1 Audited Statements for 1996

Jan presented the trustees with audited statements for the period of 1996. Arrangements have been made to have the audit now done annually. The 1997 material is at the auditors at this time and will be available by the summer.

MOTION: The audited Financial Statement for 1996 is adopted as presented.

Moved by Doug Heron.

Seconded by Aidan Ballantyne.

CARRIED UNANIMOUSLY.

5.2 1997 Audited Financial Statement

1997 statement is still at the auditors. Jan presented an unaudited statement prepared by Gary Westfall.

MOTION: 1997 unaudited statement accepted as presented subject to auditor confirmation.

Moved by Doug Heron.

Seconded by Aidan Ballantyne.

CARRIED UNANIMOUSLY.

6.0 1998 CHARITIES

6.1 Designated Charities

Marilyn White reported on her research into various Shelters for Abused and Battered Women. She then present to the board the two she felt best fit what we are looking for.

MOTION: The Major Charity for 1998 will be YWCA Women's Shelter and North York Women's Shelter - each will receive \$5,000.00. The Minor Charities for 1998 will be Canadian Guide Dogs for the Blind and The Cancer Research Society Inc. which will each receive \$1,000.00

Moved by Doug Heron.

Seconded by Gerry Mamer.

CARRIED UNANIMOUSLY.

Marilyn White will handle giving the funds to each Charity organization.

6.2 Discretionary Funds for 1998

MOTION: The Trustee Discretionary Funds for 1998 will be set at \$1,000 for each Trustee.

Moved by Doug Heron.

Seconded by Gerry Mamer.

CARRIED UNANIMOUSLY.

Aidan Ballantyne requested that his 1997 discretionary funds be rolled over into 1998 and added to his 1998 discretionary funds so that he can direct the money to Charity organizations that can be promoted or tied into the 1999 Spring NABC in Vancouver.

MOTION: *Aidan Ballantyne be allowed to roll his 1997 discretionary funds into 1998, thus making his total discretionary funds in 1998 be in the amount of \$2,500.*

Moved by Doug Heron.

Seconded by Eric Sutherland.

CARRIED UNANIMOUSLY.

All trustees were again reminded that it is very important that they do not forget to give this money away each year. Trustees were also encouraged to do this as soon as possible and not leave it until the year end.

Trustees were also encouraged to donate a good portion of their funds to Shelters for Abused and Battered Women in their areas, thus keeping in tone with our Major Charities.

Discussion took place on how much money should be allocated to Discretionary Funds. It was felt that a minimum amount should be set for the next year, in this way Trustees could even make part of their discretionary donations prior to our meeting in the Spring.

MOTION: *Move that in 1999 the minimum amount of discretionary funds for each Trustee be set at \$500. The actual amount will be decided at the 1999 meeting.*

Moved by Jerry Mamer.

Seconded by Doug Heron.

CARRIED UNANIMOUSLY.

6.3 Other Charity Donations for 1998

MOTION: *An amount of \$750 will be set aside as a discretionary amount in 1998 allotted to the CBFCF chairperson.*

Moved by Aidan Ballantyne.

Seconded by Doug Heron.

CARRIED UNANIMOUSLY.

7.0 1999 CHARITIES

Marilyn White reported on her research in other possible Major Charities.

Since the Spring 1999 NABC is in Vancouver, it was agreed that the CBF should make one of its major Charity Donations at this tournament. Aidan Ballantyne reported on Canuck Place which would be a good charity for this donation.

MOTION: *The CBFCF will make a presentation of \$5,000 to one CBFCF designated Charity organization at the Spring 1999 NABC in Vancouver.*

Moved by Eric Sutherland.

Seconded by Aidan Ballantyne.

CARRIED UNANIMOUSLY.

**MOTION: For 1999 the C.B.F.C.F. Major and Minor Charities will be Shelters for Battered & Abused Women, Canuck Place, Cancer Research Society Inc. and the Sierra Legal Defence Fund.
MOVED by George Holland.
SECONDED by Doug Heron.
CARRIED UNANIMOUSLY.**

Dollar amounts will be assigned at the 1999 meeting. Also at the 1999 meeting we will examine other proposals for donations

8.0 OTHER BUSINESS

8.1 Brochure

Aidan Ballantyne apologized that he just hadn't had time to get a Brochure prepared for this years meeting.

The current guidelines were reviewed by the board. It was felt that a point g) should be added to the Preferences section. This will state "g) a registered charity number

It was decided that the Guidelines should be reviewed annually - they should be published and placed on our Home Page on the Internet. Aidan will attempt to have a brochure ready for our next meeting.

9.0 CHAIRPERSON

MOTION: Moved that Marilyn White of Toronto, Ont. be Chairperson of the CBFCF for the 1998 - 1999 year.

Moved by Doug Heron.

Secoded by Eric Sutherland.

CARRIED UNANIMOUSLY.

10.0 FINANCIAL ACCOUNTANT

MOTION: Moved that Janice Anderson will act as the CBFCF Accountant for the 1998-1999 year and will be the cosigner of cheques with Marilyn White.

Moved by Doug Heron.

Secoded by Eric Sutherland.

CARRIED UNANIMOUSLY.

11.0 AUDITORS

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

Moved by Eric Sutherland.

Secoded by Gerry Mamer.

CARRIED UNANIMOUSLY.

12.0 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 one-sixth (1/6) of the total cost of the meeting travel, rent and hotel rooms.

Moved by Doug Heron.

Seconded by Aidan Ballantyne.

CARRIED UNANIMOUSLY.

13.0 NEXT MEETING

The next meeting of the Charity Trustees will take place at the 1999 CBF Board of Directors Meeting, which will be held in Ottawa, Ontario - May 15 - 17, 1999 at the Market Square Hotel.

14.0 ADJOURNMENT

The CBFCF Trustees again expressed a vote of thanks to Marilyn White for taking over the position of Charity Chairperson and for all the work she is doing in researching Charitable organizations for us.

MOTION: The meeting be adjourned.

Moved by Gerry Mamer.

Seconded by Doug Heron.

CARRIED UNANIMOUSLY.

Chairperson

Executive Secretary

July 30, 1998