

**SEVEN OAKS EDUCATION FOUNDATION, INC.
Meeting Tuesday, November 8th, 2011
5:00 Seven Oaks School Division Board Room
830 Powers Street**

MINUTES

Present:

Margaret Brett, President
Irv Simmonds Vice President
Wayne Shimizu, Treasurer
Pat Stefanchuk, Past President
Dawne Smithson, Secretary
Ted Ash, Director
Mario Coquete Director
Ramona Gallos, Director
Bernie Gowryluk Director
Kraig Hillis, Director
Cam MacIver, Director
Jerry Maslowsky, Director
Steve Medwick, Director

Absent:

Ajit Kaur Deol O.M., Director
Trisha Volk, Director
Krista Wilson, Director

**1. Approval of Agenda
Mario Coquete/Kraig Hillis**

That the agenda for the meeting be adopted as listed.”

Carried.

2. Approval of Minutes of September 13, 2011

Ted Ash/Pat Stefanchuk

“That the minutes of the September 13, 2011 meeting be approved.”

Carried.

3. Correspondence

Margaret stated that the correspondence folder is being circulated for the committee’s review.

4. Presentation/Open Discussion

Financial Workings of SOEF / Long Range Fundraising Strategy

Wayne reviewed the financial statements as at October 2011 and provided background on the establishment of SOEF and the financial structure. He indicated that the Foundation had been incorporated in 2001. Funds raised are invested in both the Winnipeg Foundation and at RBC. He indicated that due to its relationship with the School Division, the Foundation made the decision to follow the division's policy of only investing in GIC's. Transferring funds to the Winnipeg Foundation allows for a broader base of investment options.

Wayne stated that the admin fee charged by the Winnipeg Foundation is .8% (.5 administration, .3 investment).

Margaret stated that she, Ted Ash and Dawne Smithson had met to begin the preliminary discussion on developing a case for support for fundraising for SOEF. Discussion took place at that time on what the Foundation can fundraise for. She reviewed Letters of Incorporation which set out the parameters under which the Foundation can fundraise.

Discussion took place on how the Foundation focuses its fundraising and donation dollars, which is to support post secondary education.

Wayne stated that the original spirit of the establishment of the Foundation was to provide funding for entities not provided by government, i.e. scholarships. It was felt that furthering post secondary educational opportunities was a concrete way to make a difference.

Discussion took place on the requirement to define "need" as part of the case for support. People need to know what they are supporting and what difference that support is going to make. This led to a discussion on how the schools define need.

The sub committee will meet again to continue with the development of the case for support.

Committee members noted that it was beneficial to be provided with the background on the financial structure and to participate in a discussion on the Foundation's fundraising priorities.

5. Publication Committee

Wayne circulated a proposal folder with the SOEF logo. Margaret stated that Thank you cards will be developed that will allow for a personalized thank you to be sent to donors.

Committee members: Pat Stefanchuk, Ted Ash, Irv Simmonds.

6. Fund Raising

Margaret reminded the committee that the Spud, Steak & Beverage is being held on February 10th, 2012 at the Garden City Inn. Wayne stated that they had viewed the venue and while there had been changes from the previous year, it will accommodate the bands.

Wayne will ask Norma to send a donation letter to committee members that can be used in soliciting prizes.

There being no further business, the meeting terminated.

The next meeting of the board of Directors is Tuesday, December 13th at 5:00 pm, Board Room, Seven Oaks School Division.

Vice *L.A. Fernandes*
President

W. Bruchso
Secretary