



Development Committee Meeting

Tuesday, 16 January 2016 14:00 Eastern Time, Teleconference

DRAFT Minutes

Committee member attendance

Pierre Bélanger, Chair
Terry Bursey, Secretary
Gerry Munt, Member
Charles Cirtwill, President & CEO, ex-officio member (non-voting)

Regrets

Alex Freedman, Member
Therese Bergeron Hopson, Ex-officio Member
George Macey, Ex-Officio Member

Staff and guest in attendance

None

1. Call to order

The meeting was called to order at 13:59 eastern time.

2. Approve agenda

DC2018-001 *The Development Committee hereby approve the agenda.*

Moved by: Terry Bursey

Seconded by: Gerry Munt

Carried.

3. Review minutes of the 13 July 2017 meeting

DC2018-002 *The Development Committee hereby approve the minutes of the 13 July 2017 committee meeting as presented.*

Moved by: Gerry Munt

Seconded by: Terry Bursey

Carried.

4. Business arising from the minutes

The current list of NPI projects including current and former supporters of these projects were reviewed by the committee.

The existing list of corporate targets created by staff were reviewed by the committee and the members committed to offering suggestions as to specific or general companies to add and donation levels to target.



5. Development support from Directors

The Historical donations of Directors to NPI were reviewed. A discussion ensued about how to achieve 100% contribution level going forward. It was agreed that the donation would remain voluntary and that the target would remain at an average donation of \$500. Each committee member present agreed to follow up with three directors whose donation for 2017-2018 remains outstanding.

A discussion ensued about the importance of at least considering capacity to contribute to fundraising when selecting NPI directors.

DC2018-003 *The Development Committee hereby agrees to request that, in future, one of the criteria used by Governance and Nominating Committee when picking nominee's for the NPI Board of Directors, be a candidate's potential to contribute to our development efforts. The GNC should consider picking individuals with corporate backgrounds with larger companies or companies with a history of giving or backgrounds in key industries who can help us identify and access new donors.*

Moved by: Gerry Munt

Seconded by: Terry Bursey.

Carried.

6. Development Plan – Staff Update

Charles updated the committee on the development effort to date and highlighted that, due to staff and organizational changes, we are behind this year on key areas including our targeted growth in foundations and corporations. Federal asks and asks to other provincial agencies and programs are on track, with commitments in place but the timing of receipt of funds delayed to next fiscal year. Of course we have also secured our second five-year NOHFC project grant.

7. Reminder of upcoming meeting dates

A schedule of upcoming meeting was provided for review. Meeting reminders will be sent out in the coming days.

8. Other business

Pierre asked that stamped, self-addressed envelopes be ready for him to distribute at the in person Board meeting on 19 January 2018 in Thunder Bay.

9. Adjourn meeting

DC2018-004 *The Development Committee hereby adjourns the meeting.*

Moved by: Terry Bursey.

Seconded by: Gerry Munt.

Carried.