

CAGP London Roundtable

Minutes of Executive Meeting

February 26, 2010, at 12:00 p.m.- 1:30 p.m.

280 Queens Avenue, London, Ontario

Present: Sue McLean, Rachel Bayley, Lorie Colledge, Lori Ann Horley, Lisa Mazurek, Don Gordon

Regrets: Deborah Barton, Michael Gower, Joanne Beaton, Vicki Hayter

Adoption of Agenda: Agenda was circulated and approved.

Approval of Minutes: Minutes of previous Executive Meeting were adopted

Correspondence

- All In A Day Gift Planning Session- April 16, 2010, Windermere Manor
 - Registration Form now available on CAGP website, which has been updated (thanks to Lori Ann Horley) to include the cost of the session by the “Register Now” button
 - Sue confirmed National CAGP Office will provide some ‘free’ spots if there are a certain number of registrants- we require clarification from National Office on number of ‘free’ spots available

1. Chair Update – Sue McLean

- **Executive Recruitment**
 - Executive Member Position Descriptions are close to finalizing
 - Visit from National Office (Dianne MacDonald) at Annual General Meeting in June 2010
 - Recommendation put forth by Executive Committee members to have Dianne MacDonald (National Office) assist with orientation of new board members at June 2010 AGM
 - 2010-11 Executive Committee Member recruitment
 - Ideas and individual names discussed, who may have an interest in participating on 2010 London CAGP Roundtable Executive.
 - Sue to contact individual Executive members to discuss roles
 - Vice-Chair position- it was discussed and agreed first consideration be given to any interested Executive Committee members for Vice-Chair role
 - Lorie Colledge to take on Secretary role and ‘new’ Sponsorship role
 - Lorie to develop a position description for ‘new’ Sponsorship role for approval by the Executive Committee at next scheduled meeting

- Lori Ann Horley agreed to act as ‘back-up’ Secretary if Lorie C. is unable to attend a meeting
- **Sponsorship Program**
 - Discussed 2011 CAGP Conference (week of May 13th) and “co-sponsorship” opportunities
 - CIBC Wood Gundy has agreed to move forward with \$2500 sponsorship for CAGP (London) Roundtable (cheques to follow)
 - Sponsorship will be shared with 2 Wood Gundy employees
 - Fraser Wilson- Wood Gundy Investment Advisor
 - John Robinson- Wood Gundy Estate Planning Specialist

Both advisors have expressed an interest in building stronger relationships with Non-For-Profit organizations in the London & area community. They are looking forward to the opportunity to participate in the education sessions and meet the members

- Sue and Lorie scheduled to meet with 2 Wood Gundy Advisors (February 2010) to introduce CAGP (London) Roundtable Chair (Sue McLean); as an opportunity to provide a brief overview of CAGP Roundtable focus; and to any address outstanding questions

2. Treasurer Update – Lisa

- On-Line registration working well, with majority of registrants paying by credit card (fees are \$0.11 per credit card)
- Net surplus from January 8th London Roundtable Education Session was \$16.42 (Malcolm Burrows, Guest Speaker)
- Windermere Manor invoice received and paid
- Continue to maintain a relatively healthy \$\$ balance and looking forward to additional \$2500.00 sponsorship fee to assist with CAGP (London) Roundtable expenses
 - Discussed possibility of setting aside surplus \$\$ (Executive Committee needs to discuss and agree on concept and a \$\$ amount) for special events and/or to assist with future Executive Committee expenditures

3. Communication Update- Don Gordon

- **Leave A Legacy**
- Arrangements made with Chorus radio to run LAL advertisement; confirmed we are not doing the billboard, which should assist with the budget
- Deadline for submission of newsletter articles (Joanne Beaton email reminders) is March 31, 2010.
- Anticipated reduction in National Budget for Leave a Legacy Program
 - Sue and Don to develop a long term draft plan, on LAL Program for presentation to Executive Committee members (tabled from January 2010 meeting)
- **Power of Philanthropy Conference 2011- Lori Ann Horley**

- Confirmed (*followed by an email from Christine McKernan, LRFRE*) that the LRFRE will be proceeding with the 2011 Power of Philanthropy Conference as a “Signature Event”
- Registration and attendance to the conference is open to all, notwithstanding financial and volunteer resources will be handled by the LRFRE exclusively.
- Discussed notion of having a Regional CAGP Conference
 - Opportunity to partner with other CAGP Roundtables (i.e.: Chatham-Kent)
 - No decision made; tabled for further discussion

4. Next Executive Meeting

- Friday, March 26, 2010 (12:00- 1:30 p.m.) at CIBC Private Investment Counsel (CPIC), located at 255 Queens Avenue, Suite 1610, London, Ontario; Lorie Colledge to arrange for the lunch