



OFFICERS AND DIRECTORS

April 2020 BOARD MEETING MINUTES

Kevin Hendershot
Director & President

Nela Martins
Director & Vice President

Todd Josifovski
Director & Co-Treasurer

Crystal Chialtas
Director & Secretary

Eliza-Daniela Ghinea
Director

Douglas Alderman
Director

Katharina Mertens - Tropper
Director

Raluca Magdas
Director

Tony Cornacchia
Director

Mary Topping-Keenan
Ex-Officio Member

Ray Sanborn
Ex-Officio Member

Donna Marie Baratta
Ex-Officio Member

Linda Bugaziyanos
Ex-Officio Member

**Registered Charity #85619
1549 RR0001**

Meeting time & location	CCAA– April 7th, 2020
Directors present:	Kevin Hendershot, Nela Martins, Doug Alderman, Todd Josifovski, Raluca Magdas, Eliza-Daniela Ghinea, Tony Cornacchia, Katharina Mertens-Tropper, Vincent Valeri, Mary Topping- Keenan, Raymond Sanborn
Regrets:	Crystal Chialtas, Doona Marie Baratta
Guests:	
Minutes taken by:	Raluca Magdas

Meeting called to order: **8:05 p.m.**

1. Approval of March 2020 Minutes – 8:06 p.m.

- Kevin asked the board members to review the February 2020 Board Meeting Minutes. Doug approved; Tony Seconded.
- Mary provided updates in regards Google Class
- Slow down on donations - updates from Kevin

2. MISSION & ROLE REVIEW

- Todd to review CRA website along with Brenda for upcoming tax season

3. TREASURERS REPORT - 8:10 p.m.

- The Account Balance on April 7th 2020 was \$9426.26 and a slow activity from last meeting
- Tax receipts – no updates from Todd & Brenda
- Donations for Friends with CCAA are made via Canada Help website with deposits at every 7 days with an additional fee(3 - 4%)

4. PLAQUE REPORT – 8:17 p.m.

- There has been no major push in the last couple of weeks, but everything is up to date; Holding pattern 1 or 2 plaque
- Plaque graduations to be release in May as downstream from donations – not sure!
- Kevin suggestion to have a reminder email sent out for parents about buying plaque
- Grade 12th usually receives plaque, letters to be sent out (to be further discussed in May meeting)
- Doug specified that suppliers needs to be notified on time in order to achieve the correct number of orders and to find out if orders can still be processed by essential service



5. WEBSITE REPORT – 8:21 p.m.

- Eliza has done all the require regular maintenance and website cleaning:
 - Minutes updated
 - Link working now
 - Latest items updated
 - Map updated
 - Small text for Alumni page for people to join (pictures, past events, testimonials) and Mary to provide content to Eliza (EX: Join for our Alumni list, please stay in touch).
 - Friends agreed to have only 2 emails: general friends email and treasurer’s one – to further discuss in next meeting; Gmail access to be provided by Tracy if possible.

6. DONATION GOALS – 8:32 p.m.

- Duca and one more corporate on the list for potential clients

7. OTHER – 8:46 p.m.

- Katharina will be looking into grant proposals
- Tony offered to find out from colleague that has experience in grant writing if can assist - to further discuss in next meeting
- Grant Portal to be send for several organizations(education and arts related)
- Application for submitting for funding (Nela will be in charge)
- Media: FB and IG to be used as portals
- Donna to touch base with Kevin about promotional videos with Kevin.

Next meeting on May 5th 2020 – 8:00 p.m. (NEW TIME)

Meeting adjourned at 9.03pm.