

**MINUTES OF THE MEETING OF THE DIRECTORS OF  
THE FRASER VALLEY ESTATE PLANNING COUNCIL**

**November 9, 2010 @ 8:30 AM**

**AT MANTHORPE LAW OFFICES**

**Present:** Nick Cheng, Susan Payment, Rosalyn Manthorpe, Del Friday, David Lee, Charlene Taylor, Yolanda Benoit

**Regrets:** Anne George,

**1. Call to Order / Confirmation of Agenda**

The meeting was called to order by Nick Cheng at 8:40 am

**2. Approval of Minutes**

A motion to approve the minutes of the meeting on September 14, 2010 was made by Dave Lee. Del Friday seconded the motion. Motion carried.

**3. President's Report (Nick Cheng)**

Nick inquired as to agendas being placed at each of the tables for the meetings.

**Charlene Taylor said she would follow up with Laurie Daschuk in regards to this.**

**Nick requested that all group e-mails include Laurie Daschuk so that she stays informed.**

**4. Vice President's Report (Susan Payment)**

Susan confirmed that she will be purchasing gifts for speakers, the early bird draw and the business card draw winners. Some suggestions were made from around the table for possible books to purchase.

## **5. Treasurer's Report (Anne George)**

In her absence, Anne George sent her Treasurer's report to Nick Cheng:

*At the current date we have \$11,487 in the CIBC bank account. We have three more dinner events to pay for in the fiscal year and four more from resources on hand. The September meeting cost \$2,275. Last year for the period November to April we spent \$8,900 and received \$3,300 in late membership fees and one time meeting charges.*

A discussion took place regarding having audited financial statements and the cost incurred to do so. It was agreed that at the May FVEPC meeting, the general membership be asked to waive the requirement to have audited financial statements and to make a motion to amend the bylaws to modify the necessity to have financial statements audited.

Nick Cheng thanked Anne for all of her hard work and keeping track of the finances.

## **6. Membership (Charlene Taylor)**

Charlene had nothing new to report. **She will be following up with Laurie to request a list of new members and who referred them to the FVEPC.**

We have 47 members to date

## **7. Public Affairs (Dave Lee)**

Dave informed the board he continues to send notifications of upcoming meetings to the local media one month prior to the event and to potential members two weeks prior to the event.

To widen our scope and reach for membership, FVEPC upcoming events will be added to the CGA Blog. **Susan Payment will send Laurie an e-mail and ask her to create a word document of upcoming events that can be forwarded to the appropriate people.**

It was agreed that once a year, we will send our membership a summary of the Canadian Association of Gift Planners (CAGP) speaker "line up."

Discussion was had regarding public endorsement of speakers. It was agreed that board members can, if appropriate, endorse a speaker as a "member of the FVEPC."

## **8. Program Speakers Report (Del Friday)**

Cari Hoffmann, Project Implementation Coordinator, Advance Care Planning, Fraser Health, will be our upcoming speaker. She will be speaking on the topic of “End of Life Planning”, this Tuesday, November 16, 2010.

**Del will introduce the speaker. Yolanda Benoit will thank her.**

The “Member Spotlight” was discussed. Dorothy Brown was prepared to present at the last meeting but was missed. **Apologies will be made and Del will ask her if she would like to do the member spotlight on November 16<sup>th</sup>. Nick will encourage members to step up and volunteer to do the member spotlight.**

The board discussed choosing a topic and then finding an appropriate member to talk about the topic may be a good way to fill the “Member Spotlight” slot.

Del is in the process of lining up speakers for next year and more suggestions were given from around the table. **Del will compile a list of potential speakers to bring to the next meeting for discussion.**

Annualizing topics and / or joint meetings (ie. Joint meeting with CAGP in March) was discussed. **It was agreed that the board should look at the yearly calendar and set up an “annual program.”**

## **9. New Business (All)**

There was no new business.

Next membership meeting is on November 16, 2010 and the next board meeting on January 11, 2011.

## **10. Adjournment**

The meeting was adjourned at 9:50am