



THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY

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**CURLY STEWART MEMORIAL TRUST FUND COMMITTEE MEETING**

**OF THE VILLAGE OF LIONS BAY**

**HELD ON TUESDAY, March 6, 2023 at 6:00 PM**

**IN PERSON and VIA ZOOM VIDEO CONFERENCE CALL**

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**MINUTES**

**1. Call to Order**

Councillor Neville Abbott - Chair, called the meeting to order at 6:00pm

Hugo van Hoogstraten (via ZOOM)

Kit McLean

Jennifer Hetherington

Nicole Strahl - absent

**2. Appointment of Recorder**

Jen Hetherington was appointed as the recorder.

**3. Approval of the Agenda**

Moved/Seconded

THAT the agenda be approved, as presented.

**4. Public Questions & Comments**

None

**5. Approval of Minutes**

A. Curly Stewart Memorial Award Committee Meeting Minutes – May 9, 2022

Moved/Seconded

THAT the Curly Stewart Memorial Award Committee Meeting Minutes be approved, as presented.

**CARRIED**

**New Business**

A. Welcome to Committee Members

B. Overview of Committee Membership – Councillor Abbott Verbal Update

C. Overview of Funds – Councillor Abbott Verbal Update

Opening balance at the start of 2021 was \$8,533.18.

Interest added \$95, donations added \$2,000

Closing balance 2021 was \$10,628.18.

In 2022 we received \$3,792.74 in donations– closing balance will be \$14,420.92 plus interest (interest has not yet been calculated).

We expensed \$750 for the award in 2022

Last year we raised a small amount of \$300 selling burgers and pop and the committee agreed that the expenses (renting a sink mainly,) and time spent outweighed the profit. The Christmas Tree fundraiser brought in a substantial amount of money, but less than expected due to the raffle not being allowed to go ahead.

The committee agreed that we currently have enough funds to raise the Curly Stewart scholarship amount to \$1000 and that our goal is to replace the \$1000 each year through donations or fundraising.

Ideas that were suggested for raising funds:

- digital link on the Village website for people to donate at any time (with a note that reminds people that this is tax deductible)
- sale of pop, ice cream etc. to beach-goers or hikers (is there potential to get students involved for volunteer hours?) The “no cash” problem can be overcome by allowing people to use a QR code for payment

Lions Bay School fundraisers this year will include meat, fish and chocolate sales and the Curly Stewart committee will ensure that they avoid overlap with any of these ideas.

Hugo is connected to the school happenings and can keep us posted about their fundraisers.

**Action Item:**

Neville will take the proposed scholarship amount of \$1000 to council for resolution at the next council meeting

**D. Overview of Application Form and Process – Publication in the Village Update**

**Action Items:**

Jen to email Karen to ask if she can get dates for all the school commencements, and ask if she can send the scholarship information to the schools

Kit to update wording on the most recent application package and email to other committee members for further input (no meeting needed)

**E. Overview of Schedule**

March 21 - Council to approve any changes to finances, fundraising, application/vetting process

Neville to approach council at the March 21 meeting for approval of application letter and process

April 28 is the deadline for student applications

The committee will meet on May 8 to discuss the applications (this gives us just over a week to review the applications)

June 6 - Council to approve award winners (we may need to adjust this if it is too late for some of the school commencement ceremonies). This may need to be taken to the May 16 council meeting.

The award winner photo and article for the Village update will be done at the end of June.

**9. Public Questions & Comments**

None

**10. Closed Committee Meeting**

**A. Approval of Minutes**

Curly Stewart Memorial Award Committee Closed Meeting Minutes – May 9, 2022

Moved/Seconded

THAT the Curly Stewart Memorial Award Committee Closed Meeting Minutes be approved, as presented.

**CARRIED**

**11. Reporting Out from Closed Committee Meeting**

None

**10. Adjournment**

Moved Seconded that the meeting be adjourned at 6:55pm

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Chair

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Corporate Officer

Date Adopted by Committee:	May 11, 2023
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