

**Minutes of a Meeting
of the Council of the Irish Protestant Benevolent Society of Montreal
Tuesday, July 10th, 2018
1195 Sherbrooke St. W, Montreal
(The MacDonald-Stewart Foundation building)**

Present: D. Clendenning, J. M. Nelson, R. Ouellette, C. Spannaus

Regrets: W. Kilfoyle, , J. P. McDermott, B. Mitchell, E. Ralston

Chairman: President Michael Nelson chaired the meeting and R. Ouellette acted as Executive Secretary.

- **Notice and Quorum**
As a notice of the meeting had been sent to all members of Council and as a quorum was present, the Chair called the meeting to order at 5:30 p.m.
- **Agenda**
M. Nelson proposed to approve the agenda and seconded by R. Ouellette.
- **Minutes**
M. Nelson proposed to approve the minutes of the previous meeting, seconded by C. Spannaus and all in favor.
- **Business Arising**

R. Ouellette presented a spreadsheet for welfare recipients since 2012, including names and amounts received. Council requested to add cheque numbers and store using a Google tool (ref. C. Spannaus for more details).

Proposal by M. Nelson to use professional accountant and part-time controller (Radka?).

Proposal to encourage individual members to include IPBS doantion in their Last Will and Testament. D. Clendenning to draft a letter and present to council.
- **Correspondence**

Thank you letter was received from Nova.
New contribution requests received but deemed outside of the IPBS scope.

- **Treasurer's Report**

The current value of our investments has increased from \$929.0K at the end of April 2018 to \$934.4k at the end of June. There is also an amount in trust at CIBC worth \$10,200. Current bank balance of over \$28K is sufficient to cover outstanding cheques .

Financial statements provided and reviewed. The following questions previously raised were partially clarified:

- 1) What is in miscellaneous revenue? **To be clarified with accountant**
- 2) What is the difference in professional fees between 2016 and 2017? **Accounting firm charged the IPBS the same amount each year**
- 3) What is now covered in office and postage? **D. Clendenning photography work, Revenue Canada penalty for late filing, QAHN annual membership**
- 4) What is accrued liabilities? **Accrued liabilities includes cheques not cashed (welfare recipients or donations)**

7. Standing Committees

Charitable (J. McDermott/M. Nelson)

M. Nelson has requested that a spreadsheet be set up with a list of recipients monthly cheques/gift cards, including cheque numbers. R. Ouellette to prepare.

R. Ouellette to investigate possibility of food stores sending out gift cards on behalf of the IPBS to monthly recipients.

Education (E. Ralston)

No report

Finance (R. Ouellette)

See treasurer's report.

Investments (D. Clendenning)

A dividend re-investment with our Scotiabank investment has been set up thanks to D. Clendenning and our CIBC advisor. An amount of \$3000 has been set aside for this to begin.

Membership

M. Nelson nominated Robert Ouellette to become IPBS president. All in favor.

Nomination of Rick Grant to the Board to be reviewed at the next meeting.

Social and Entertainment

D. Clendenning is adding social events/info to Website.

M. Nelson draft letter to David Johnston at Deloitte, to invite him as next AGM speaker.

8. Other Business

Nothing to report

9. Date of Next Meeting

The date of the next meeting is Tuesday, 25 September 2018.

10. Adjournment

There being no further business, R. Ouellette proposed and D. Clendenning seconded to adjourn the meeting at approximately 6:15PM.