

MAIL
HERITAGE
PRESS

COQUITLAM MAILLARDVILLE HERITAGE TRUST
SPECIAL MEETING MINUTES
FEBRUARY 23, 1996

A Special Meeting of the Coquitlam Maillardville Heritage Trust convened on Friday, February 23, 1996 at 8:30 a.m. in the Committee Room, City Hall, 1111 Brunette Avenue, Coquitlam, B.C. with the following persons present:

Members Present: Mayor L. Sekora Fern Bouvier
Ted Rattray Bob Mason

Also Present: G. Elliott, Executive Director, Place des Arts
D. Buchanan, Director of Corporate Services



ITEM I - MINUTES

1. Appointment of Secretary

Moved by Ted Rattray
Seconded by Fern Bouvier

That Don Buchanan be appointed Recording Secretary for the meeting.

Carried Unanimously

2. Annual General Meeting Minutes of February 8, 1996

Moved by Ted Rattray
Seconded by Fern Bouvier

That the Annual General Meeting Minutes of February 8, 1996 be approved.

Carried Unanimously

ITEM II - BUSINESS ARISING FROM MINUTES

Gillian Elliott raised the issue of the BC 21 Grant application.

Moved by Ted Rattray
Seconded by Fern Bouvier

That the motion of the Annual General Meeting regarding the City making the application be amended by adding the words: "in cooperation with Mr. Cashore's office, Place des Arts, the Coquitlam Heritage Society, the Canadian Historical Railroad Association, and the Coquitlam Maillardville Heritage Trust."

Carried Unanimously

ITEM III - NEW BUSINESS

1. Appointment of Auditors

Moved by Ted Rattray
Seconded by Bob Mason

That Terry Fearn Chartered Accountant be hired for the 1995 Audit and preparation of the 1995 Charity Tax Return to Revenue Canada as outlined in his letter of February 9, 1996.

Carried Unanimously

2. Accounting Services

Moved by Ted Rattray
Seconded by Fern Bouvier

That Terry Fearn Chartered Accountant be hired to provide accounting services for 1996.

Carried Unanimously

3. Golf Club Tournament

a) Name of Tournament

Mayor Sekora raised the issue of the name for the tournament. The name selected after much discussion: "Coquitlam Classic Charity Golf Tournament."

b) Tournament Coordinator

Moved by Ted Rattray
Seconded by Bob Mason

That Larry Rose be named as Tournament Coordinator and the motion of February 8, 1996 be amended to \$6,000 as to the maximum costs for his services.

Carried Unanimously

Fern Bouvier mentioned that Tony Pare might be willing to assist since he had done work on the Du Maurier Tournament.

c) Chairman for Tournament

It was agreed that Mayor Sekora would take this position.

d) Other

Ideas on sponsorship and activities associated with the Tournament were discussed such as a putting tournament, dinner, an auction and prizes. A committee to assist was to be set up.

e) Press Releases

It was noted that these could be issued by the organizing committee.

4. Budget for 1996

a) 1996 Budget

Moved by Fern Bouvier
Seconded by Ted Rattray

That the 1996 budget be approved as amended with the expenses for the Golf Tournament set at \$16,000 and gross proceeds at \$94,000.

Carried Unanimously

b) Opening Ceremony

Gillian Elliott outlined a proposal for this and this was agreed to by the members.

5. Donor Spreadsheet

This was received for information.

6. Media Request for Information

The members after discussion directed the interim Secretary Treasurer to include a reference to City and BC 21 contributions in the release, forward a draft to Larry Rose for review and advice as to whether it should be released at the same time as a release on the Golf Tournament and then make the release based on his advice.

ITEM IV - OTHER BUSINESS

The timing of the new City Hall was discussed and its implications for the Heritage Square project.

ITEM V - ADJOURNMENT

The Meeting adjourned at 10:15 a.m.



Don Buchanan
Recording Secretary

COQUITLAM MAILLARDVILLE HERITAGE TRUST

APPROVED 1996 BUDGET

RECEIPTS

- | | |
|--|------------|
| 1. Projected Donations including Pledge Payments | \$ 147,600 |
| 2. Golf Tournament gross proceeds | \$ 94,000 |

Total Receipts	\$ 241,600
-----------------------	-------------------

DISBURSEMENTS

- | | |
|---|------------------|
| 1. Donor Recognition | |
| (a) Opening Reception | \$ 2,250 |
| (b) Plaques and Nameplates | \$ 3,250 |
| | <u>\$ 5,500</u> |
| 2. Administration | |
| (a) Office Supplies, Courier, Postage: 12mo. @ \$100
including telephone and fax rentals to February 1 | \$ 1,200 |
| (b) Staff : 141 hours @ \$14 | \$ 1,974 |
| (c) Meeting Expenses: 3 @ \$250 | \$ 750 |
| | <u>\$ 3,174</u> |
| 3. Promotion | |
| (a) Golf Tournament Expenses | \$ 16,000 |
| (b) Promotion Materials | \$ 1,500 |
| (c) Advertising: 3 @ \$500 | \$ 1,500 |
| | <u>\$ 19,000</u> |
| 4. Outside Assistance | |
| (a) Accounting Services incl Audit & Charity Return | \$ 3,000 |
| (a) Other Advice | \$ 500 |
| | <u>\$ 3,500</u> |

Total Disbursements	\$ 28,924
----------------------------	------------------

PROJECTED NET INCOME FOR 1996	\$ 212,676
--------------------------------------	-------------------

Recommended transfer to City of Coquitlam in respect of pledges towards Heritage Square	- \$ 175,000
--	---------------------

BALANCE HELD IN TRUST	\$ 37,676
------------------------------	------------------



News Release

For More Information, Call:

Don Buchanan
664-1411

For Release: February 23, 1996

Coquitlam Maillardville Heritage Trust Fundraising for Heritage Square

The Coquitlam Maillardville Heritage Trust continued to experience a high level of donations during 1995 as most of the 140 donors continued with their annual pledges. Total donations approached \$150,000 in 1994 and \$125,000 in 1995, reflecting the fact that many were one time only the first year. This complements a \$200,000 grant approved by the Provincial Government for the first stage of Heritage Square and funding by the City of Coquitlam.

The total pledged from 1994 to the year 2000 is over \$825,000. Major corporate donors are:

Jack Cewe Ltd. Mr. Jack Cewe	\$250,000.00
Intracorp Developments Ltd. Mr. Bob Mason	\$180,000.00
Wastech Services Mr. Ted Rattray	\$100,000.00
Fraser Mills/Interfor Mr. Gary Van Leeuwen	\$50,000.00

DEVELOPMENT OFFICE

1116 Brunette Avenue ■ Basement ■ Coquitlam B.C. ■ Canada ■ V3K 1G2
Phone (604) 525-6006 Fax (604) 525-6909

EPS Recycling	\$30,000.00
Goodbrand International Mr. Jim Goodbrand	
International Papers	\$25,000.00
Village Credit Union	\$25,000.00
Haseman Canada Corporation	\$10,000.00
The Home Depot	\$10,000.00
Norco Products Ltd.	\$5,000.00
Opus Building Corporation	\$5,000.00
GE Hamilton	\$1,250.00
Guard-All Fence	\$1,000.00
	<hr/>
TOTAL	\$692,250.00

There are numerous other donors including private individuals and other organizations. All donations large and small are significant and represent strong personal commitments to the Heritage Square Project.

Expenses of the Trust were \$115,000 in 1994 and \$59,000 in 1995 reflecting start up costs. Following up on donor pledges in 1996 and subsequent years will involve expenses of less than \$10,000 each year.

The Coquitlam Maillardville Heritage Trust is a partner with the City of Coquitlam, Place des Arts, the Coquitlam Heritage Society and the Canadian Historical Railroad Association on the Heritage Square Project.