



Board of Directors Meeting

Date: December 14, 2017
Time: 11:30 a.m.
Location: CFBC Boardroom
Minutes Prepared by: Alison Roppel

Present: Chris Curtis, Jason Blanke, Twyla Palmquist, Don Rosgen, Joe Rowbottom, Steve Wannstrom, Bob Davidson, Howard Helton, Tony Lacher
Regrets: Dawn Bancroft
Guests: Coleen Gordon (Ascend Financial)
Staff Present: Brock Harrington, Alison Roppel

1. CALL TO ORDER

Chris Curtis called the meeting to order at 11:35 a.m.

2. ADDITIONS TO AGENDA

3. APPROVAL OF MINUTES OF LAST MEETING

MOTION

**To approve the November 21, 2017 minutes as presented.
ROSGEN / PALMQUIST CARRIED**

4. SIGNING OF MINUTES

5. NEW INFORMATION AND UPDATES

Review Monthly Financial Statements (November 30, 2017) – Coleen Gordon presented the Operations and Investment financial statements.

MOTION

**To accept the November 30, 2017 financial statements as presented.
WANNSTROM / BLANKE CARRIED**

General Manager Report – Brock reported that Ron Cox (CF Wild Rose) has made some recommendations about simplifying the financial statements. Ascend Financial will be moving forward with the changes effective April 1, 2018. The proposed changes were reviewed and accepted by WD in a December 5 conference call with CF Big Country, Ron Cox, the auditor and Shelley Cuthbertson.

Loan Portfolio Analysis (November 30, 2017) and
Target Tracking Report (November 30, 2017) - presented as information.

6. OLD BUSINESS



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7. NEW BUSINESS

Review loan recommendations from Loan Review Committee (LRC)

MOTION [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
ROSGEN / ROWBOTTOM CARRIED

Review Allowance for Doubtful / Writeoffs Report – the confidential report was presented and discussed extensively.

MOTION **To approve management recommendations, as presented in Allowance for Doubtful/Writeoffs Report at December 1, 2017 (attached).**
ROSGEN / WANNSTROM CARRIED UNANIMOUSLY

Chinook Entrepreneur Challenge – CF Big Country is a sponsor of the event, which offers 8 weeks of business training through CF Lethbridge and Lethbridge College. The Board was asked to refer anyone who might be interested in the opportunity for free business training.

2017 Drumheller Business Visitation Study – Businesses expressed concern about finding qualified staff that they could hire. The survey has been shared with the Chamber of Commerce and the Town of Drumheller. The Town will be using the report as a resource for the newly-formed Economic Task Force.

Conflict of Interest / Confidentiality

MOTION **To add a “Disclosure Statement” (as presented) to Code of Conduct and Conflict of Interest Policy for Directors, Officers and Staff.**
BLANKE / DAVIDSON CARRIED

Economic Development Advisory Council

MOTION **To appoint Brock Harrington as the CF Big Country representative to the Economic Development Advisory Council.**
LACHER / BLANKE CARRIED

8. IN CAMERA SESSION - There was not an in camera session.

9. ADJOURNMENT / NEXT MEETING

The next scheduled Board meeting will be Thursday, January 11, 2018 @ 11:30 a.m.

The meeting was adjourned at 1:05 p.m.

Signed: _____
Chris Curtis, Board Chair