Dec. 4/19

Hi Karen,

I've attached 2 documents. CVFC uses Vancouver Foundation as our broker for securities donations both documents are from Vancouver Foundation and cover the transfer from the donor to CVCF via our CVCF Transferable Fund held by Vancouver Foundation. The second step in the process is to then transfer the funds into the fund of the donors choosing, therefore there will be no mention of HICF on the attached forms. In order to facilitate the internal CVCF transfer, CVCF will need written direction from the donor on how the funds should be directed once they arrive with us (either to the Hornby Island Community Fund or as a flow through to other organizations). We request that the donor cc Susan on all communication with the Vancouver Foundation. If the donor would like to move forward with the donation directly to the Hornby Island Community Fund they will need to complete the PDF "VF-CVCF Transferable Fund - Gift of Securities Form" and follow the instructions for submission on that form and provide Susan with written direction that the funds be donated to HICF. If the donor would like to move forward with the flow through option (flowing fund through to other registered not for profit organizations on Hornby) then they will need to complete both of the attached documents and again provide Susan with written direction on the distribution of the funds. Flow through funds will be charged an administrative fee on a sliding scale based on the side of the donation.

Susan is happy to chat with the donor directly about either of these processes should the donor have questions. We know this process can be a little confusing so always happy to help

Thanks,

Sigourney Brown | Program Coordinator | Comox Valley Community Foundation

-----Original Message-----

From: Karen

Sent: December 3, 2019 5:18 PM

To: Comox Valley Community Foundation <[office@cvcfoundation.org](mailto:office@cvcfoundation.org)>

Subject: Re[2]: Donations to Hornby Foundation

Please send the forms, this donor is serious.

Thanks,

Karen

------ Original Message ------

From: "Comox Valley Community Foundation" <[office@cvcfoundation.org](mailto:office@cvcfoundation.org)>

To: "Karen" <[karenross@telus.net](mailto:karenross@telus.net)>

Cc: "Executive Director" <[executive-director@cvcfoundation.org](mailto:executive-director@cvcfoundation.org)>

Sent: 2019-12-03 10:05:52 AM

Subject: RE: Donations to Hornby Foundation

Hi Karen,

CVCF can accept gifts of securities to any of our funds, including the Hornby Island Community Fund. The donor would have 2 options for the funds; either direct the donation to the Hornby Island Community Fund held by CVCF (the "general pot") or flow the funds through CVCF to any registered charity on Hornby of the donor's choosing. The flow through option would be used if there was a specific project or need that the donor wished to support and is subject to an administrative fee. Susan would be happy chat directly with the donor about both these options.

We have forms which can intaiate the donation should the donor wish to move forward.

Thanks,

Sigourney Brown | Program Coordinator | Comox Valley Community Foundation

-----Original Message-----

From: Karen

Sent: December 2, 2019 7:10 PM

To: Comox Valley Community Foundation <[office@cvcfoundation.org](mailto:office@cvcfoundation.org)>

Subject: Donations to Hornby Foundation

Hi Susan and Sigourney,

Can you please advise me on how to respond to this inquiry?

What is the process?

Many thanks,

Karen Ross

chair

H.I. Community Fund

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Hi Karen. It is getting close to the end of the tax year for me and I would like some advice from you. I asked Angie about this, but never got an answer..

I am contemplating donating some stocks to the Comox Valley Foundation to be passed on to the Hornby Community Fund, unless the Foundation is set up to accept securities? Anyway, should I specify where these funds should go, or just dump them in the general pot? Is there any special need that could be addressed specifically? I’m not sure that I would want someone like Joanne Harrison deciding where my donation goes.

I still have to hear back from my accountant about this, but I see that the Comox people suggest that it should be set up very early in December. My broker called me today to remind me that I was planning to do this.

Any suggestions would be appreciated. Hope all is well on Hornby if that is where you are. We are in Palm Desert until mid January.

Hugs, Jan (Sorensen)

Sent from my iPad somewhere in this world