

**9-10 Club Serving Soup to the Hungry
Board Meeting Minutes
Wednesday, April 3rd, 2013**

Meeting called to order: 11:00 a.m.

Present: Richard Marshall, Chris Ryzuk, Gerry Witteveen, Sheila Connelly, Don Helliwell, Mike Fox
Apologies: Jim Pungente

Minutes of Board meeting held March 6th were approved.

Business arising from March 6th minutes

- Richard reported that we now have an updated volunteer email contact list. His inaugural email solicited positive responses from a number of our volunteers.
- The Board and Officers insurance policy was reviewed. It was noted that we have \$1,000,000 liability.
Action: Mike to check what it would cost to raise our liability coverage.
- The Board approved the wording for the Murray and Edna Black Long Service Award.
Action: Don to get final quote for the cost of the plaque.

Operations Report

- Sheila reported the cleaning day held March 11th went well. The new soup kettle stand should be ready shortly. The cost of garbage removal may be rising in the near future. In an effort to begin to reduce garbage, Chris will begin taking away the peelings from the veggie crew.
Action: Mike to ascertain the breakdown in the cost of garbage.
Action: Chris to purchase new buckets with lids for the veggie crew.
Action: Sheila to advise Betty, from the veggie crew, about the new buckets.

Financials

- The Board reviewed the financial and investment portfolio statements. The Board's desire to preserve our capital with modest growth is on track.
Action: Mike to report back on operations account bank balance and kitchen expense items for this fiscal year.

Victoria Foundation Meeting at Our Place

- Richard, Jim and Sheila attended a meeting at our Place, primarily designed to bring together organizations that provide similar services. We agreed to take part in future meetings mainly with the idea to have better dialogue with some of these groups, and with an overall goal to bring grocery costs down if possible.

Bylaw/Constitution Review Discussion

- Chris and Richard met twice with Stephen Newton. Once the Board accepts the new bylaws, an extraordinary general meeting will be held to approve them. To say thank you to Stephen, Chris and Richard will offer to take him out for lunch.

Action: Board members have until Wednesday, April 10th to raise any questions or to comment on the draft constitution and bylaws.

Action: Richard to invite Stephen to the future extraordinary general meeting.

Donation Request

- Richard read a letter from Fr. John acknowledging our donation offer for the renovation project, and advising us that he has passed it on to the renovation committee for their consideration.

Draft Rack Card/Brochure

- Discussion. Some wording changes were suggested. Chris would like brochures/rack cards to state that their creation was made possible by a special donation from the Victoria Foundation.
Action: Richard to check with Victoria Foundation about acknowledging their contribution in our brochures/rack cards.
Action: Sheila to seek permission from Dave (a client) to use his picture on our brochures, rack cards and website.
Action: Richard to make appropriate wording changes to brochure/rack card and pass on to Patrice for revision.
Action: Richard to see if we can use Canada Helps to put through credit card donations.
Action: Mike to find out how to incorporate credit card donations into our system.

Erecting New Sign

- Discussion. Old sign will be saved for posterity.
Action: Sheila to ask Charles Kint if he will hang the new sign and move the old sign to an adjacent wall.

Relocation Committee

- Mike reported that a representative of the Ukrainian Catholic Church of St. Nicholas The Wonderworker has offered their space to us during the Cathedral renovations.
Action: Mike will speak with St. Nicholas' minister further about their offer. He will also get the relocation committee to check on other possible venues.
Action: Christ to check with Concert Properties et al to see if the Era Condo parkade could be available for the 9-10 Club during the Cathedral renovations.

Fundraising

- Jane Buzza's draft Action Plan was discussed. Sheila suggested we apply to True Value's Spirit Board Programme to raise funds for grocery purchases.
Action: Mike to speak to Jane about the draft.
Action: Mike to check into the Spirit Board Programme.

New Business

- At present we have no archivist.
Action: Richard to send an email to the volunteers asking if anyone would like to take on the role of archivist.

Meeting adjourned 1:10 p.m.

Next meeting: Wednesday, May 8th, at 11:00 a.m.