

**9-10 Club Serving Soup to the Hungry
Board Meeting Minutes
Wednesday, June 5th, 2013**

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

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

Minutes of Board meeting held May 8th were approved with minor editorial change.

Business arising from May minutes

Operations Report

- Sheila advised that in an effort to reduce loitering on the sidewalk, in front of the soup kitchen, self-serve coffee will no longer be offered. Beginning June 6th, volunteers will serve coffee to every guest. It is hoped that this full service feature will result in fewer cups of coffee being taken outside, while at the same time improving the service to our guests.
- Sheila also advised the need for team leaders to meeting to discuss plans for more monitoring outside. The Board has requested an operational policy from the team leaders. The Board will also have a separate meeting to discuss sidewalk issues.

Action: Sheila to call a team leaders meeting before the next Board meeting.

Financials

- Mike advised that kitchen supplies are higher than budgeted by about \$2000. This is mainly due to the purchase of a used soup kettle to replace ours, which has broken down irrevocably. However, our food costs are down by approximately \$5000, which puts our budget ahead by about \$3000.
- Though our donations are up, we still have an approximate \$25,000 deficit. Therefore, fundraising continues to be a priority.
- Richard suggested that we should be putting a notional value on in kind donations, that we should monitor these donations, and further that they be factored into next year's budget.

Action: Mike to review what would be required to include donations in our budget.

Extraordinary General Meeting (3 July)

- We will unveil the Murray and Edna Black Long Service Award at this meeting.
- Notice has been sent out to volunteers; however we need to phone members to remind them about the meeting on July 3rd.

Action: Sheila to provide a phone list of members to each Board member to contact to remind them about the meeting.

Action: Richard to post the Notice of the Extraordinary General Meeting as soon as possible.

Meeting with Father John Regarding Donation

- Don, Richard and Sheila met with Fr. John. The discussion primarily centered around our offer of an in kind donation and explaining what exactly we had in mind regarding getting in kind donations and our agreement to provide cash if we are unsuccessful with in kind donations. Father John agreed to discuss this further with his finance committee, and will advise us when he next wants to meet.

Discussion with St. Vincent's

- Richard spoke with Angela Hudson, the Executive Director, of the St. Vincent de Paul Society about the possibility of moving the soup kitchen to their premises. Richard reported that the cost of moving there would be significant, including a rent of approximately \$50,000 a year. The Board felt that this was not an option; however, perhaps we could look at other ways the soup kitchen could work with St. Vincent's.
Action: Richard to let Angela know that we are happy where we are, but would like to keep an open communication with St. Vincent's.

Globalpayments Credit Card Discussion

- Action:** Mike will set this up ready to initiate if/when we need it once the brochures and rack cards are in circulation.
- Action:** Richard to give brochures to our volunteers to distribute.

Fundraiser Discussion

- Since severing our ties with Jane Buzza, the Board has not heard from her, nor has she cashed our cheque. It was decided that no action should be taken at this time.

Archivist Discussion

- To date, there has been no interest from the volunteers to take on this position.
Action: Mike has agreed to sort through the material we have.

Code of Conduct Discussion

- This should be as generic as possible, and should apply to both volunteers and clients.
Action: Richard to check if Gord has started this.

New Business:

Relocation Committee

- Mike approached the Ukranian Church about temporarily relocating there during the kitchen renovations. Their answer was no.
Action: Mike to reconvene the relocation committee.

Recruiting Future Board Members

- Richard spoke to us about Rick Leggett, who is on the Board of Telus Community Programs. He suggested Rick might be a good candidate as a future Board member for the 9-10 Club.
Action: Richard to speak with Rick about this, including the need for a CV and meeting with the Board.

Rack Cards/Brochures

- Richard unveiled the new rack cards and brochures. Richard made the decision not to include the Victoria Foundation on these for design reasons; however Chris still feels they should be mentioned as having paid for them.

Meeting adjourned 12:15 p.m.

Next meeting: Wednesday, July 3rd, at 11:00 a.m.