

**9-10 Club Serving Soup to the Hungry
Board Meeting Minutes
Wednesday, October 16, 2013**

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

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

Presentation by Odlum Brown

- Bruce MacFarlane spoke about his investment strategy regarding our portfolio. He has taken a generally conservative approach, and advises we should maintain this course. Stability is preferred while staying ahead of GIC rates; this has been achieved over the last 12 months. Discussion ensued. While we would like to see higher returns, the Board confirmed a conservative approach was preferred and that it is pleased with Odlum Brown's performance.

Minutes of Board meeting held September 4th were approved.

AGM

- Richard gave us a list of items he wants to include in his President's report. It was agreed that the renovation should be the focus of the report. Our participation in the upcoming Mission Fair at Christ Church Cathedral will also be mentioned.
 - Action:** Mike to provide a projector.
 - Action:** Sheila to provide a list of paid up members, a sign up sheet and forms for new members.
 - Action:** Wednesday's team to have coffee and a tray of sweets ready for the meeting.

Renovation/Relocation:

- A review of locations already looked at as well as some still to see took place:
 - Mike – the Girl Guides of Canada turned down our request to use their building on Mason Street. He wants to approach them again with Doreen Keizer, who has a close connection with them;
 - Chris – Our Place may be interested in having us partner with them;
 - Jim – the Philippine Bayanihan Community Centre sent two people to view our operations. We are now waiting to hear from them;
 - Conclusions – we need to broaden our search, consider partnering with other organizations, different operating times/days, or shutting down for the duration of the renovations.
 - Action:** Don will approach Mark Stone the President of the Youth Sanctuary Centre at Church of our Lord.
 - Action:** Mike and Jim will look at more venues, and The Salvation Army again.
 - Action:** Mike to write a press release announcing our need to temporarily relocate.
 - Action:** Chris to open a dialogue with Don Evans at Our Place.

Note: Above action items to be reported on at the AGM.

Operations Report

- **Dishwasher**
 - The dishwasher broke down recently. After being repaired, it is still not operating at optimum efficiency. We were advised that it is likely on its last legs. If it breaks down irreparably before the renovation, we may have to buy another one that will fit in the renovated kitchen.
 - Action:** Mike to ask Lucas to increase the water temperature.
 - Action:** Chris to try to get specifics re: kitchen equipment (especially the dishwasher)

- **Draft Banning Policy**

- The team leaders drafted a banning policy for aggressive clients: team leaders need to make sure their teams are aware of the policy.

Action: Sheila to revise the policy to include the provision to call the police immediately if the banned person comes onto the premises without permission before the end of the ban period. Also the policy should include a reference for informing volunteers that an individual is banned.

Financial Report

- Mike reported that our donations are down about \$5400.00 to date, expenses are down approximately \$1000.00, and groceries are approximately \$2000 under budget.
- Cobs donates approximately 260 loaves of bread and 800 buns etc. to us each week. We use approximately 80 loaves of bread a week and much of the buns.

New Business

- The Board needs to focus on the renovation/relocation, fundraising and documenting operational policy in the coming year was mentioned – tabled.
- Mike asked if everyone who makes a donation is being thanked
Action: Sheila to take Soup Kitchen thank you notes to Leonard.

Meeting adjourned 1:00 p.m.

Next meeting: November 5th at 11:00 a.m.