

## AGENDA

9-10 Club Serving Soup to the Hungry  
Meeting of the Board of Directors  
January 17, 2018  
12:15 p.m.

Call to Order: 12:15

Attending: Cal Jones, Sheila Connelly, Pat Plunkett, Kate Mailer, Susan Nawrocki, Pat O'Neill, Mickey Sanders, Dorothy Parker

Regrets: Maureen Halstead-Rogoza

Adoption of Agenda for January, 2018 m/s Kate/Sheila

Adoption of Minutes December, 2017 m/s Kate/Sheila

### OLD BUSINESS:

Meeting with church officials - expected to occur in March with notification to come in February

### NEW BUSINESS:

Oak Bay's Youth Outreach Program - information has been received that they have some funds to disburse. Sheila and Cal have volunteered to attend the meeting of the Outreach program on Jan. 19 to share information about the Soup Kitchen.

Recycling - Concern about amount of material put in garbage that could be recycled. Information shared that cathedral has commercial pick-up. Commercial pick-up usually has a sorting process for recyclables after pickup. The difficulty training of all volunteers to recycle correctly is a challenge. **Action:** Kate volunteered to look further into the commercial recycling details and report back.

### COMMITTEE REPORTS:

Financial Report: Reviewed specifics of Budget to Dec. 31, 2017 report. Last month was a "banner" month with \$8,000 surplus.

Investment portfolio review continues.

Thanks given to Susan and Dorothy for timely tax receipt distribution. Susan wanted board to know that the program being used, Not 4 Profit, is excellent in helping many aspects like this to happen.

m/s Mickey/Dorothy - Accepted

Operations Report: December and beginning of January going well.

Issues being addressed:

1. re client regularly ODing at SK. Need to make action protocol plan for serious "emergency" needs. SK has another Meloxin kit. **Action:** Proposal to put kits in same location as the difibrulator. Team leaders will address protocol need. A book of taxi receipts will be purchased for transport to Emergency.

2. Need to update First Aid kit **Action:** Cal will talk to Knight of Columbus member who specializes in kits for Work Safe.

3. **Milk purchase - Action:** 4/5 l per week - allotment 2L a day. Amount of creamer being used has been noticeably reduced.

4. **Beverage area quite dark - Action:** Kate is donating a lamp to improve the lighting.

5. **Possibility for a workshop for volunteers** regarding building cultural awareness program. **Action:** Sheila has contacted many groups but has not yet found one that fits our needs and finances. She will continue her search.

#### **Fundraising Committee:**

1. **Compliments to Susan** for letters sent to Volunteers and the one to donors that accompanying tax receipt.

2. **To do:** Set a protocol date and letter for sending letter to previous donors soon enough to accommodate any who may be interested in further donation before December 30th deadline

3. **Question** from floor re what processes/programs are in place for getting donations. **Answers:** ... Regular donors. ... Special events with SK as beneficiary. ... Gift donations to honour person or event. ... Donor luncheon results in further donations.

Seeing and acting on opportunities to make public more aware that the SK exists and is in need of donations. To date: letters to downtown churches and parishes; letter to SK Volunteers; rack cards placed in church and other locations.

4. **Request:** For “current” business cards

5. **Suggestion:** to approach food retailers such as “Roots” for produce donations. **Action:** Work with Operation committee to see if a new committee can be struck outside of board members to look into this becoming a reality.

**Secretary for next meeting(Dorothy away): Susan**

**ADJOURNMENT: 1:12**

**Next Meeting: February 14, 2018 12:30**

## 9-10 Club; Actual to Budget for the 6 months ended Dec. 31, 2017

2017-07-01 through 2017-12-31 Using 2016/2017 (in Canadian Dollars)

2018-01-11

Page 1

Category	2017-07-01 Actual	- Budget	2017-12-31 Difference
<b>INCOME</b>	<b>29,557.76</b>	<b>37,600.00</b>	<b>-8,042.24</b>
Donations	29,431.76	37,500.00	-8,068.24
Membership fees	126.00	100.00	26.00
Other Inc	0.00	0.00	0.00
<b>EXPENSES</b>	<b>40,232.39</b>	<b>42,306.00</b>	<b>2,073.61</b>
Christmas Party and Sum. Bar B.Q.	398.07	250.00	-148.07
Groceries	22,259.38	25,002.00	2,742.62
Insurance	1,061.00	1,100.00	39.00
Janitorial Services	3,255.00	2,850.00	-405.00
Kitchen	2,915.21	3,252.00	336.79
Mural of Last Supper	700.00	0.00	-700.00
Office Expenses	720.20	852.00	131.80
Security	6,300.00	6,300.00	0.00
Utilities, recycling & pest control	2,623.53	2,700.00	76.47
<b>Net Difference:</b>	<b>-10,674.63</b>	<b>-4,706.00</b>	<b>-5,968.63</b>