

**Minutes**  
**9-10 Club Serving Soup to the Hungry**  
**Meeting of the Board of Directors**  
**February 14, 2018**  
**12:30 pm**

**Call to Order:** 12:30 am

**Attending:** Maureen Halstead-Rogoza, Cal Jones, Sheila Connelly, Kate Mailer, Pat Plunkett, Mickey Sanders, Pat O'Neill, Susan Nawrocki

**Regrets:** Dorothy Parker

**Adoption of Agenda M/S:** Mickey Sanders/Kate Mailer

- Change date to February 14, 2018

**Adoption of Amended Minutes**

**January 17, 2018 M/S:** Sheila Connelly/Cal Jones

- Corrections –
  - Title change to say Minutes
  - Spelling of Naloxone

**Old Business:**

- Oak Bay Youth Outreach given funds by Victoria Foundation and researched us as potential recipient. Sheila and Call met with the students to provide details of the Soup Kitchen. Cal to follow up with School Committee to see if decision made and report back at our March meeting.
- Kate relayed we don't pay top tier for recycling so we need to separate by organic, paper, plastic, tins, glass. Operations Committee will review options, including exploring going to the top tier so we do not have to separate, and will report back in a future meeting.
- Sheila will set up a meeting with Church officials and let Board Members know what date.

**New Business and Committee Reports:**

Financial Report

- Pat P. reported we broke even in January 2018 P&L to budget. See attached for details. Tracking well in expenses. Donations lower than planned.

- Pat P. to provide Mickie with log in for Odlum Brown.
- Continue to work on plan to present to the Board for investing. Pat O. stated we should have yard stick to measure performance of Odlum Brown – Pat P. to review if feasible.

### Operations Report

- Sheila informed that we now have 3 first aid kits and will be checking contents and putting up laminate sign of where they are stored in the Kitchen.
- Using table cloths was discussed and Sheila relayed that Doreen Kaiser was working on a solution since both Friday and Tuesday crews preferred to use on the tables.
- Due to Church renovations, we will be more limited in the use of the basement – so Sheila communicated to book well in advance meetings. Monthly Board meetings set up already – Maureen and Sheila to determine dates for Donors Lunch; AGM; and Christmas Party and inform Board Members.
- Due to renovation, Church will also be storing stationery in our filing cabinet room.
- Sheila took the lead to ask Rita from the Church to communicate for Hall users not to use Soup Kitchen things and visa versa.
- Average bowls of soup in 2017 – 163, down a bit from 2014 174; 2015 185; 2016 171.
- Sheila will also take the lead to get all of the soup recipes documented in case someone has to step in for one of the chef. We will store on the Drop Box.

### Fund Raising

- Members discussed variety of ways to increase community awareness of the Soup Kitchen. Pat O. suggested bus and cement truck advertising; signage at the Church and Parkade. Mickey recommended a special church envelop at the parishes for fund raising. Cal to research ideas and report back to the Board.

**Adjournment:** 1:25 pm

**Next Meeting:** Wednesday, March 14, 2018

## 9-10 Club; Actual to Budget for the 7 months ended Jan 31, 2018

2017-07-01 through 2018-01-31 Using 2016/2017 (in Canadian Dollars)

2018-02-03

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Category	2017-07-01 Actual	- Budget	2018-01-31 Difference
<b>INCOME</b>	<b>35,434.47</b>	<b>43,850.00</b>	<b>-8,415.53</b>
Donations	35,308.47	43,750.00	-8,441.53
Membership fees	126.00	100.00	26.00
Other Inc	0.00	0.00	0.00
<b>EXPENSES</b>	<b>46,347.77</b>	<b>49,382.00</b>	<b>3,034.23</b>
Christmas Party and Sum. Bar B.Q.	462.25	500.00	37.75
Groceries	25,000.79	29,169.00	4,168.21
Insurance	1,061.00	1,100.00	39.00
Janitorial Services	3,780.00	3,325.00	-455.00
Kitchen	4,036.43	3,794.00	-242.43
Mural of Last Supper	700.00	0.00	-700.00
Office Expenses	860.22	994.00	133.78
Security	7,350.00	7,350.00	0.00
Utilities, recycling & pest control	3,097.08	3,150.00	52.92
<b>Net Difference:</b>	<b>-10,913.30</b>	<b>-5,532.00</b>	<b>-5,381.30</b>