

Minutes

9-10 Club Serving Soup to the Hungry Meeting of the Board of Directors March 14, 2018 12:30 p.m.

Call to Order:12:30

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

Adoption of Amended Agenda m/s Sheila/Kate

Adoption of Minutes February 14, 2017 m/s Mickey/Susan

OLD BUSINESS:

- Thank you to Susan for doing February minutes in Dorothy's absence.
- Oak Bay Youth Outreach - Cal reported that the decision re potential donation by this group will not be made until April.

NEW BUSINESS:

Transition to New Societies Act - Cal

- reviewed needs for submission, from Soup Kitchen, to comply with Societies Act. Question - What is already on file? **MOTION** Issue a cheque for **\$40 to pay BC Register to research and identify info already on their files for Societies Act.** m/s Kate/ Dorothy
- questioning of **wording in Soup Kitchen Constitution** stating it to be "**politically and religiously unaffiliated society**". **Not appropriate** location for Societies Act. Remove from Constitution and included in Bylaws. **Request to address this at next AGM.**

Financial Report:

- reviewed **Actual to Budget for Feb. 28.** Expenses are tracking well. m/s Pat O./Mickey accepted
- **Next month recommendations regarding Odium Brown portfolio** will be presented to board. Pat P., Pat O. and Maureen are presently exploring options.

Operations Report:

- reviewed OD event that happened on Monday March 12. **Concerns brought up:**
 - 1. ambulance request - phone access be near patient.** Suggestion to use volunteer phone if no other option is available.
 - 2.first aid kits - Pat will get another Naloxone. First aid kit check still to be done.**
 - 3. Suggestion to offer First Aid course to volunteers** with financial support from the Soup Kitchen available. Sheila will present this possibility to Team Leaders
- **setting of dates for use of the soup kitchen location** for 2018 Donor lunch, AGM and Christmas part with the church to be done
- **soup recipes** are being collated

- reminder that **Food Safe certification** can now be done on-line. Volunteers pay their fee but can be given a tax receipt on request
- **Spring cleaning bee** will be organized by Sheila. Accumulating scum on spoons will also be cleaned, if not done by volunteers before
- **new aprons** - no new ones with logos will be ordered. Volunteers will be encouraged to **bring their own or use what we have**. Aprons should be put in wash after morning use. Teri Huskins from Oscar and Libby's on Fort Street(Thursday volunteer) will give a "deal" to those wanting to purchase apron.
- **request for painting** of soup kitchen will be presented to the church
- **Lunch meeting with the church** (Father John and Rita)and board members will be on April 11 with board meeting to follow.

Fundraising Committee:

- **Donations Tracking** - Susan has produced donation tracking handout. In reviewing noted much "softer" results than last, due to 2 major "windfall" donations received last year that have not been matched yet this year.
- Cal will **check past few years of donor lists** to identify those who may not have done so recently. Contact in some way may be pursued.
- having an **envelope in parish collection package**, identified for donation to 9-10 Club Soup Kitchen, will be researched
- an **information notice about the 9-10 Club** will be composed by Cal. Susan will send it for inclusion in parish publications

OTHER BUSINESS: none

ADJOURNMENT: 1:35

Next Meeting: Wednesday, April 11, 2018

Lunch with Father John and Rita prior to meeting

9-10 Club; Actual to Budget for 8 months ended Feb. 28, 2018

2017-07-01 through 2018-02-28 Using 2016/2017 (in Canadian Dollars)

2018-03-11

Page 1

Category	2017-07-01 Actual	- Budget	2018-02-28 Difference
INCOME	41,012.14	50,100.00	-9,087.86
Donations	40,886.14	50,000.00	-9,113.86
Membership fees	126.00	100.00	26.00
Other Inc	0.00	0.00	0.00
EXPENSES	52,954.94	56,208.00	3,253.06
Christmas Party and Sum. Bar B.Q.	462.25	500.00	37.75
Groceries	28,815.16	33,336.00	4,520.84
Insurance	1,061.00	1,100.00	39.00
Janitorial Services	4,200.00	3,800.00	-400.00
Kitchen	4,143.19	4,336.00	192.81
Mural of Last Supper	700.00	0.00	-700.00
Office Expenses	918.41	1,136.00	217.59
Security	8,400.00	8,400.00	0.00
Utilities, recycling & pest control	4,254.93	3,600.00	-654.93
Net Difference:	-11,942.80	-6,108.00	-5,834.80