



Board of Directors Meeting
9-10 Club Serving Soup to the Hungry
Wednesday June 12, 2019, 12:30 pm

Attending: Kate Mailer, Pat Plunkett, Dorothy Parker, Susan Nawrocki, Teri Hustins, Pat O'Neill, Mickey Sanders, Janet Moir **Regrets:** Sheila Connelly

Call to order: 12:30

Approval of the amended agenda, June 12, 2019 m/s Pat O./ Teri H.

Approval of the minutes, May 8, 2019 m/s Janet M./Susan N.

Business:

1. Financial Report - Pat Plunkett

- reports sent by email prior to meeting - no discussion or questions arising; overall tracking well; within 1.2% of budget
- Pat P. hopes to present preliminary budget for next year at next meeting; will focus on Food and Kitchen sections since Food tracks consistently lower and Groceries consistently higher than budgeted
- re Odium Brown - reviewed submitted report; concern re continued unrealized loss; Committee has interviewed 2 other investment firms

Motion: The committee moves that the portfolio of 9-10 Club Soup Kitchen be moved, in its entirety, to CIBC Wood Gundy m/s Pat P./ Susan N. Reasons for choice given. Further discussion re transition process and payment of any transaction fees. Committee optimistic that Wood Gundy is in line with our objectives and risk tolerance and that performance will exceed OB **Approved**

- Move to accept financial report: m/s Pat O./Pat P.

2. Operations Report - Sheila Connelly

No report this month due to Sheila's absence.

3. Fundraising and Increased Soup Kitchen visibility

- Susan reported \$28,000 donation by frequent major donor; Donor likes no fuss; Kate will look into and consider a personal phone call in thanks.
- Pat O. gave update on corporate sponsorship program:
 - re **CGI and Royal Bank** - very successful and positive experience for corporate volunteers and for donations; **Pat P. congratulated Pat O.** for his work and organization that made experience run so smoothly.
 - described the ways for thanking "corporate" donors: posted "**Proud Sponsor**" plaque with picture and pdf emailed to key person recognizing and to be shared with individuals' who volunteered

- for information: *Teri has extended invitation to Downtown Victoria Business Association to come volunteer- good PR activity encouraging awareness of neighbourhood and as a positive”driver for the SK brand”.*
 - **recommendation:** each board member *present at least one letter to business or group* encouraging participation in this program
 - suggestions given for *further acknowledgement and profile building for both donor and SK* through also posting to our webpage and Facebook account with a tag to the sponsor company **Action:** Susan will reach out to Cal for guidance in the hope that her knowledge of and ability to use WORDPRESS can be synced to these
 - **recommendation** for publicizing to volunteers of use of Thrifty’s community card when making purchases. Thrifty’s follows up with donation. **Action:** Kate will look into this further and once approved Susan will send out relevant notice to volunteers.
4. Update on security and cleaning issues in the Soup Kitchen
- team leaders met with cathedral’s custodian - main concern is the floor.
- Action:** *Team leaders will support floor cleaning by doing dry mop before the wet mop. Cathedral custodian will do a major scrub on Sunday.*
- Soup Kitchen’s offer to contribute to scrubbing machine but **scrubber will be purchased by cathedral** and used for other cleaning locations as well.
 - **CLEANING CREW volunteers** are being sought for “serious” cleaning.
- re use of FOB - due to *poor ventilation* in back, back door often open in summer. (Rita has acknowledged need). Also, *renovation equipment is stored in room near back stairs* - work men need access so door left open for this.
5. Discussion regarding disposition of the Soup Kitchen monies should the Soup Kitchen cease to exist. **Action:** *Kate will check SK bylaws and Society’s Act to see if there is relevant information before discussing further.*

Other Business

6. **Concern re implications of giving of stipend** - deferred discussion to meeting where all board is present
7. **Summer meetings** - *July meeting but none in August*
8. **Summer BBQ** - potluck is usual; obstacles - location large enough and co-ordinator
Action: Kate will discuss possibilities with Sheila on her return.
9. **Volunteer List matching with team need** - **Action:** Janet will notify team leaders to find out if certain days have needs. Hope is for potential match with volunteers.
10. **Notification of family following “in memory of” donations** *Suggestions:*
- if aware of funeral home handling the funeral - notify them so donations can be passed to those concerned
 - with thank you card sent to the donor include an additional card that can be sent on to others eg. family acknowledging the donation

Adjournment: 1:25 m - Teri H.

Next meeting: Wednesday, July 10 12:30