



**Minutes - Board of Directors Meeting
9-10 Club Serving Soup to the Hungry
Wednesday, April 13, 2020 at 3:30 by ZOOM**

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

Call to order: 3:35

Approval of the agenda: April 13, 2020 m/s ??

Approval of the minutes: March 11/2020 m/s Kate/Janet

Business:

Review of For Action items from March -

For Action: re revamping Social Media pages - Christine Wood will help once she has settled in her new job. So this will "sit tight for awhile" while we deal with present Covid issues.

For Action: re Insurance broker attend April meeting. - Postponed until "on other side" of Covid

For Action: re investments - Pat will send out email update by end of the week.

For Action: re public trustee regarding the estate money - There were 2 estates - one has been paid out to SK. The other, an additional \$40,000 is to come.

For Action: re: Sheila will send out email of March operations' report discussed in March meeting.

Re Nigel - Duties and procedures of role are being defined as new procedures are developing in response to new procedures at SK during Covid pandemic.

For Action: re : Covid considerations for soup kitchen - procedures have been defined and implemented - proceeding well so far.

For Action: re: working with Christine to decide what objectives for fundraising will be - Christine Wood will help once she has settled in her new job. Meeting once things are calmer.

For Action: re: coffee klatches - no St. Andrew's masses until further notice.

For Action: re: number of emails being received - nothing recorded.

1. OPERATIONS:

re Expenses:

Grocery budget - Sometimes double usual amount. Averaging \$1500 - \$1600 a week. Discussion confirmed for Operations - **Spend what is needed and necessary** so that pressure is eased on Sheila and volunteers working to keep SK functioning during this crisis time. It is recognized that sandwich making is a lot more expensive than our usual menu. Since we are presently sitting with a surplus and are receiving generous donations at present, there is no need to worry at this time.

Masks - wearing is an individual choice.

For Action: Sheila will enquire whether we need to step up use of masks.

re extra cleaning: This happens only on Sundays at present. The cost will affect our financial report because this new cleaning expense was not in our budget.

2. \$40,000 donation - Canada Helps donation - Discussed above under March **For Action** items ... public trustee - regarding the estate money - There were 2 estates - one has been paid out to SK. The other, an additional \$40,000 is to come.

3. Security/Garbage - "seem to be on top of it". Present security is being done by NICK who seems to be handling things well. Nigel is in first thing at 6:00am, leaves while distribution of bags happens and returns at 10:00 to clean up.

For Action: Teri will ensure that there is a good quality "picker-upper" available.

4. Bagged lunches - Clients are happy with return of soup to the bagged lunches. There are 2 shifts for volunteers are: 3-4 people, in afternoon, making sandwiches and 4-5, in the morning, for bagging and distribution

For Action: Sheila will give a heads up to team leaders that customizing of lunches can happen ONLY in 2 ways - 1. no soup or 2. no sandwich. Everything else is in bag as put together.

Adjourned: m Susan

Next Meeting: assumed to be May13 11:00 am St. Andrew's rectory

Watch for emails for changes or the need for impromptu ZOOM as today!