



Board of Directors Meeting

9-10 Club Serving Soup to the Hungry

Wednesday, July 8th 2020

Call to order: 11:05 Attending: Teri Hustins, Pat Plunkett, Dorothy Parker, Susan Nawrocki, Sheila Connelly, Janet Moir, Mickey Sanders Regrets - Dan Hickey, Kate Mailer

Approval of the agenda July 8th 2020 m/s Sheila/Mickey

Approval of the minutes June 10th 2020 m/s Susan/Sheila

Additions to agenda: Grant update

Business:

1. Review of June 10 FOR ACTION items – Dorothy

- * For Action: Janet and Dan will review Banks Canada information and report back ... **update deferred to next meeting.**
- * For Action: Susan will contact Shawn at Salvation Army re possibility of egg donations ... **eggs have been received free from St. Vincent de Paul saving \$140/week**
- * For Action: Request to keep some masks available to volunteers at the soup kitchen from the 2000 purchased and put away for future use. ... Now available in upper cupboard in dining room... **Masks remain optional for now. In future and especially once cathedral begins to reuse our space, SK will probably have portable Plexiglass dividers made as further protection for diners and volunteers.**
- * For Action: At next meeting of team leaders discussion of masks will continue and possible use of plexiglass shields ... **referred to above**

2. Financials - Pat

- * preparing annual report for CRA ... very good year ... about \$134,000 surplus thanks to “incredible donations
- * Transfer of \$112,000 from bank account to Wood Gundy was done
- * Reviewed year end Actual to Budget report and comments - board received by email.
FOR ACTION: new norm of grocery budget will be reflected in next year’s budget
- * **FOR ACTION:** Profit and Losses for Wood Gundy portfolio will be sent to Board members soon

3. Donations – Susan

- * Report of June donations sent to board by email
- * **FOR ACTION:** Teri to connect with Christine re refreshing of logo and marketing. If unable to in next week, Susan will recommend another contact with skill in this area.

4. Operations Report – Sheila

- * **motion:** m/s Dorothy/ Susan - **Move to purchase new commercial freezer:** passed/one abstaining
- * **FOR ACTION:** research where and cost of purchase of new commercial freezer
- * **FOR ACTION:** Susan to send out an emails for the following:
 - i) additional volunteers for daily teams(especially needed for Friday)
 - ii) veggie crew team leader following contact with Gerry to see if he is interested in returning to veggie crew leader role. (Role requirements: meet as needed every 6-8 weeks; 9 people crew; leader - 4 hours; team 2 1/2 hours);
 - iii) thank you email or letter (to include donors) to those who baked in the passed and with request to continue (as diners love it).
 - iv) check with food bank for possibility of cookie donations
- * concern for future when “normal” kitchen use begins - heads up that we are needing to use all fridge and freezer space, both SK and cathedral during this “bagged lunch period
- * **FOR ACTION:** team leaders will be asked to review and update team list information that are in Dropbox; sandwich crew volunteer list will also be updated.
- * Sheila will be away for a few weeks

5. Grant applications – Rapid Relief Fund, etc.

- * suggestion to defer grant applications until after year end reports are completed
- * **FOR ACTION:** grant writing committee to be struck
- * **FOR ACTION:** further board discussion on how SK fundraising will look in the future
- * **FOR ACTION:** Sheila will resend to board links from Rapid Relief Fund final email
- * **FOR ACTION:** Susan will talk with Social Concern office for advice regarding what grants to apply for and if there is a cost to being member of Food Network
- * United Way is a possibility for 2021 application due October

6. **FOR ACTION:** insurance agent will be invited to September meeting to review our policy

Adjourned: 12:13

Next Meeting: NO MEETING scheduled for AUGUST Next meeting: September 9 - 11am