



**Board of Directors Meeting
9-10 Club Serving Soup to the Hungry
Monday January 11th 2021**

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

Call to order: 11:06

Approval of the agenda m/s Kate/Dan

Approval of the minutes December 14th 2020 m/s Sheila/Susan

Business:

1. Review of action items from last meeting – Dorothy

- view document titled [January 2020 Review of For Action items](#)

3. Financials - Pat

- review of emailed report to members - overall: donations very generous; grocery costs have increased and are expected to do so through 2021 - however the SK needs to buy what is necessary; new freezer working well; timing of invoices and payments being made need to be considered when reviewing budget items ; many more donations are being received through platforms like Canada Helps and PayPal

FOR ACTION: Update and modernize our marketing profile and presence on platforms like those mentioned above; ensure the inclusion of options for monthly donations.

- Suggestion made to do 2 appeals a year as done this Christmas - pre Christmas and pre Easter.

- INVESTMENT REVIEW - Adrian (investment broker from Wood Gundy) reviewed our portfolio and primary goal to preserve our investment capital. Key: points: Net gain after all costs - 9% on our well diversified accounts. Portfolio has a degree of leeway built into the 50% secure income holdings/50% primarily Canadian equities guideline given to WG by SK. Discussion of economic outlook for 2021 and pros and cons of shifting to higher risk factor vs maintaining more conservative of present. Consensus was 60/40 leeway is adequate. Board is comfortable it protects donor moneys from being at too great a risk. Question? Are quarterly reports still to be sent to board ? Reminder re availability to view monthly WG statements on their website.

FOR ACTION: Schedule regular discussions re investment portfolio and for Adrian to come back every 6 months - next visit in June.

- **4. Update on insurance**

General Liability has been increased from 2 - 3 million. Cathedral has been informed. Copy posted to website.

FOR ACTION - Hard copy of insurances to be filed in filing cabinet.

- Directors' insurance due in March will be increased from 1-2 million.
- 2 insurances discussed above, to be lined up to come due at same time.

5. Sheila – operations – Christmas Day open (noted in Dec. operation report)

- report sent to board by email. Reviewed Christmas Day opening. Suggestion to continue next year. Thank you to Susan, Sheila and their team for organizing and making this festive event and “bounty” for our clients happen.
- discussion topics: SK involvement in group purchases to reduce costs; researching FOOD SHARE NETWORK; re “donations in kind” - these can be tract on our donation software so receipt can be issued
- upcoming: Cobbs is planning a fundraiser for SK

-Review of Elite Security Contract – renewal (also in Dec. operation report)

increase of \$3.20 per hour - total \$60.42/day. Noted that usually a 4 hour minimum but Elite is only charging SK for 2 hours. Discussion about: 1. Format looks like an invoice rather than a contract. 2. Has SK any responsibility if suit is brought against Elite staff member? **MOTION:** Move to renew contract with Elite from January 2021 to December 2021. m/s ? Sheila/Pat **PASSED**

FOR ACTION: - 2021 Elite contract to go on website and in file cabinet.

- Cathedral to be notified of renewed contract with Elite

6. Review/Discussion 2021 “job jar”

- Logo committee - Susan’s friend will support by looking at logo and tag line. Cal will assist once something is put together.
- Strategic Planning committee, Marketing committee and Grant Writing committee are in the Job Jar.
- AGM extension was granted and it is believed can be held up to end of November 2021.
- Volunteer waiver form and volunteer package - The diocese lawyer’s name is known. Need to decide what will make a waiver form easy to understand and yet provide needed protection. Susan has compiled spread sheet document of volunteers.
- re** new board member - At least one new board member needs to be appointed to replace Mickey. Board members asked to consider where holes are in skill set of members.

For information from secretary: Sheila was correct to say there can be 11 board positions. Bylaws outline 9 elected, 1 past president, 1 nonvoting Advisory Director(Sheila). Presently we have 7 voting members which includes Kate our Past president.

By-Laws governing: **5.9(1)** Between AGMs, the Directors may appoint a member or members to fill any vacancies until the next AGM.**5.3(1)**The Board of Directors shall comprise no fewer than 5 Directors ... and not more that 9, unless otherwise determined by the Society at a general meeting of members ...Sheila is, as an Advisory Director - **5.11(1)** appointed for 1 year term with no right to vote and is not part of 9 elected. Kate, as past president is exofficioDirector and, as I read it in **9-5.10(1)**, not part of the 9 but with voting rights.

Also be aware: 5.7(5) Voting members may re-elect any Director of the Board for a maximum of 3 consecutive 2 year terms. 5.7(6) ... following 1 year absence ...eligible to seek election ... Were some of us elected to board at AGM in fall of 2015 and continued to be an elected board member since that time?

Adjourned: 12:31

Next meeting Monday February 8th 2021