

## January 14, 2016 Amended Minutes for Meeting of the Board of Directors

### 9-10 Club Serving Soup to the Hungry

!

**Attending:** Maureen Halstead-Rogoza(chair), Sheila Connelly, Mike Fox(via skype), Cal Jones, Aldo Nazarko, Dorothy Parker(recorder)

**Call to Order: 12:30**

**Motion to accept of Agenda: Moved Dorothy   Seconded Aldo**

**Adoption of Minutes of December: Moved Aldo   Seconded Sheila**

### OLD BUSINESS:

**Insurance Matters:** A follow up email from Sabrina Ostachowicz, of Westland Insurance o/a Brown Bro. was reviewed.

1. **Regarding description of duties of the greeter:***No physical removal is involved. If further action is needed, authorities are called.*
2. **Re Abuse protocol:**There is still a need for clarification about to whom the guidelines are directed. Maureen will check further with Our Place to see if their protocol can offer guidance. Cal will also forward North Island's Abuse protocols to Maureen.
3. **Re Liability Coverage:**Costs were reviewed.Pros and cons expressed.At the present time, there was no consensus that an increase in coverage was necessary.

### NEW BUSINESS:

#### 1. Board of Directors

Resignation of Rae Audet: due to health concerns

#### 2. Potential Board Member: Susan Navarocki will be invites to join the board

Moved Sheila      Seconded Mike

There are 2 vacant positions . One person has been contacted as potential member.

#### 3. Volunteer Contact Form: Maureen is creating VC form. Sheila will be distributing form to team leaders to collect needed info from team members

#### 4. Financial Report:

\* Portfolio Evaluation, Dated January 4, 2016. *Some concern was expressed about*

*probable changes due to market activity in the next quarter.*

\*Actual to Budget for Six Months Ended December 31, 2015.

Under Donations: *This entry is for a calendar year.*

Under Christmas Party: *This budget says \$0; where as in 2014, was \$350. Expenses were incurred but were less.*

Under Groceries: *up 10% from 2013. If cost of groceries continues to rise there will be a need to reduce some things in order to keep budget constant. This will not be in the area of kitchen supplies.*

#### 5. Operations Report:

1. Due to Cobs closure for renovations, shortage required the purchasing of bread.
2. Food Safe Program: Jan. 29 at Our Place. Places have been made available for our volunteers. Those attending will pay their own fee. Following this course, all team leaders, cooks and others will have Food Safe.
3. Coffee trays: Shortage has been identified. Sheila will check and order from Russell's.
4. Accident: Soup kitchen trolley damaged tail light of vehicle outside. QUote requested. Reimbursement details will be presented by Sheila for consideration at next meeting.

#### 6. Fundraising Committee:

1. Cal will complete and submit Harbourside Rotary's application form.
2. Dorothy read letters received. 13 thank you cards were sent out this month.
3. Interest in volunteering for one time Christmas meal was notes. Responses were made to those requesting. Next year - draft a letter thanking willingness but suggesting need for more regular volunteers to man tables and in lieu make donation.
4. Cal suggested there is a need for a more specific protocolo for recording fundraising activities.
5. Oak Bay News will receive a notice from Maureen celebran the re-opening of Cobs on Jan. 20. Dorothy will send copy to manager of Oak Bay Cobs and to head office.
6. Cal will look into fundraising idea related to tithing and report back.

#### 7. Additional:

- \* Cal will update Soup Kitchen website.
- \* Suggestion to check Diososen website for Bishop's talk that related to Soup Kitchen

Adjournment: 1:35

- Next meeting Thursday February 12, 2016, 12:30 p.m.