

Minutes

9-10 Club Serving Soup to the Hungry Meeting of the Board of Directors April 19, 2017

Call to Order 12:27

Attending: Maureen Halstead-Rodoza, Cal Jones, Dorothy Parker, Sheila Connelly, Pat O'Neill, Pat Plunkett, Kate Mailer

Regrets: Susan Nawrocki

Adoption of Agenda as amended: m/s Kate/Cal

Adoption of Minutes of March 15, 2017: m/s Pat P./Sheila

OLD BUSINESS:

Odlum Brown - Motion regarding management of investment portfolio by OdlumBrown
Resolve that:

(a) The Organization establish and maintain an investment account with Odlum Brown Limited and enter into account agreements, instruments and forms related thereto;

(b) The Trading Officers noted in paragraph 4 of Odlum Brown's Incorporated Organization Account Agreement and Trading Authorization be given the authority outlined in paragraph 2 of that agreement;

(c) This resolution will remain in force and effect and be binding on the Organization until a copy, certified by a Trading Officer noted above, of a resolution repealing or replacing this resolution has been received by Odlum Brown;

and

(d) All acts and things done and documents executed on behalf of the Organization may be relied upon by Odlum Brown and will be valid and binding on the Organization, whether or not any seal of the Organization has been affixed to any such document.

m/s Pat O/Sheila - **passed**

Meeting with Church officials - Meeting with Father John and Rita went positively and smoothly. Several board members attended. Discussion topics included changing and addition of new art work for SK. Recommended that this meeting become an annual activity.

NEW BUSINESS:

Financial Report: m/s for adoption Kate/Sheila

Topics reported included -

- Actual to Budget ending March 31, 2017. Pat P identified that the agreement with Our Place for security included an extra payment to be made in March of \$1000. Items like this will be better reflected on next year's budget.

- statement of investment and dividends from O.Brown happens at end of year. To date: \$9,789

- discussion re recent donations being received - given in memory

Operations Report: Things are going well! Sheila highlighted these items:

FedEx Ground Donation -\$3,000 will be presented at the SK Tuesday April 25, 8:15 am. Board members are encouraged to attend. Photos will be taken. 4 volunteers from FedEx will participate.

Volunteer Recognition Letters - Sheila will provide names and other information so that thank you letters can be sent to all SK volunteers who, early in the morning each week, collect from Cobbs and deliver baked goodies to the SK.

Fundraising Committee:

- Cal attended seminar called UNDERSTANDING FINANCIAL STATEMENTS FOR NOT FOR PROFIT. Points of note from the seminar: 1. do a **review rather than the more expensive "audit"** process. This review will validate use of funds. 2. This annual report can be used in an **information package when requesting funds** from donors. 3. Show donors, in writing that there is **specific planning for the use of funds ...** that funds will have a purpose. 4. Show donors that the **organization is sustainable**.

- Pat identified that our present budget does a meaningful flow through from last year to this year. Also his plans for this year's annual report document will include the financial statement and notes to this.

- Suggestion made that the annual financial statement could be reviewed by an audit committee from within the board. There are board members willing to sit on such a committee.

- Cal has adjusted Canada Helps so donations reflects "bowls of soup" the donation will sponsor.

- Cal will set as a project to revise our SK brochure.

- Discussion of further ideas regarding Fundraising. eg. delivery of jar of frozen soup to donors as a thankyou.

OTHER BUSINESS: no additional business identified

Adjournment: 1:29

Next Meeting: 12:00 Soup (to be organized with another day) **and** (if Sheila agrees!)

Meeting 12:30 Wednesday, May 2

9-10 Club; Actual to Budget for the 9 months ended Mar. 31 2017

2016-07-01 through 2017-03-31 Using 2016/2017 (in Canadian Dollars)

2017-04-03

Page 1

Category	2016-07-01 Actual	- Budget	2017-03-31 Difference
INCOME	57,339.98	30,022.00	27,317.98
Donations	57,339.98	29,997.00	27,342.98
Membership fees	0.00	25.00	-25.00
Other Inc	0.00	0.00	0.00
EXPENSES	63,963.91	60,753.00	-3,210.91
Christmas Party and Sum. Bar B.Q.	489.03	300.00	-189.03
Groceries	36,069.42	37,503.00	1,433.58
Insurance	1,616.00	1,728.00	112.00
Janitorial Services	4,555.00	4,275.00	-280.00
Kitchen	5,919.46	3,375.00	-2,544.46
Office Expenses	1,027.23	1,125.00	97.77
Security	10,450.00	9,450.00	-1,000.00
Utilities, recycling & pest control	3,837.77	2,997.00	-840.77
Net Difference:	-6,623.93	-30,731.00	24,107.07