



Minutes Meeting Thursday February 16, 2017

Mill Creek Manor- Warkworth 1pm

1. Welcome- Intro of guest-Terry Fontyn

Present: Carolyn Lee, David Pollack, Barb Taylor, Kim Allen-McLean, René van Oosten

Regrets: Gail Covert and Jan Findlay

2. Guest speaker- Terry who has a fundraising opportunity

Terry of WCSC offered to donate a portion of the money that is raised during the Donnybrook in the Redbarn from the clothing sale. We need volunteers to cover the following hours Thursday 4-9 pm, Friday 9 am – 3 or 4 pm (whenever sorting of the clothes is done), Saturday 4-7:30 pm and Sunday morning 9 am clean-up.

TO DO: Carolyn send email to pole volunteers and inform them our funds are depending on the hours volunteered.

3. Adoption of Agenda

Moved by David, Seconded by Kim. Carried.

4. Approval of previous minutes

Moved by Dave, Seconded by Kim. Carried.

5. Business arising from previous minutes

5.1. Ordering of milk during Carolyn's absence
Carolyn away from February 21st to March 2nd,

TO DO: Jan to make sure Milk is ordered

5.2. Pick up donations from dance Feb 18

Not sure if it's on. (Cancelled)

TO DO: Kim to check with Liz, Kim to wing it, picking up proceeds.

5.3. Food 4all warehouse email.

*Email is **Food4All@Northumberlandcounty.ca***

5.4. Filing system reorganized,

TO DO: Carolyn to re-organize with help from René

5.5. Website + Facebook

TO DO: Rene to contact Gail re Facebook

TO DO: Carolyn to contact Social Service Cobourg about the hours of operation

TO DO: Rene to update Monthly and weekly Food Item Lists

5.6. Job description

Deferred to next meeting,

TO DO: David and Carolyn have job descriptions will email them around.

6. Executive Report

6.1. Board Chair by Carolyn

Introducing new Fundraiser program

Aila Belton a local chef offered to, once a month, prepare soups or chilli using items from the pantry for clients to take home or freeze. We would have a trial period of 3 months starting in March.

Pat Stuckless of the Kawartha Pine Ridge Health Unit is ok with this.

Church is asked about using the kitchen and we are awaiting reply.

TO DO: David to follow up with the Church.

Hastings Food bank is moving. Hours are Tuesday afternoon, and Tuesday night.

Letter from: Rapid City Transportation from Pickering

They're offering, free of charge, non-emergency medical transportation service to Veterans or ODSP Recipients. Forms are needed from case worker for authorization. No charge for client. Carolyn has offered the information to one of our clients who has dialysis 3 times a week.

Carolyn applied for Rural Transportation Grant from the Foodbanks Canada for the maximum of \$1000 to cover travel expenses.

Last year we received \$889.87

OAFB Conference June 4-6 at the Chelsea Hotel in Toronto, Cost \$225 for the conference and \$179 per night if ordered before March 15th. Some workshops deal with the Link2Feed program, Small Foodbanks and Media training.

Carolyn is willing to go.

Moved by David and Seconded by Kim

6.2. Treasurer's Report

See Balance sheet and Profit & Loss statement for April 2016 – January 2017

Moved by René and Seconded by Barb

TO DO: David to present Budget for 2017-2018

6.3. Secretary

Updated the website.

7. Committee Report

7.1. Operations- Kim Allen-McLean

2 people in stock room is working out great.

Greeter/Floater and open kitchen is working out plus Larry is happy.

2 people to lock up at all time. Proposing the intake person and the Greeter.

7.2. Volunteer-Jan Finlay

no report

7.3. Purchasing-position

Still vacant

7.4. Hospitality/Client Matters-Carolyn Lee

N/A

7.5. Publicity-Carolyn Lee

N/A

7.6. Fundraising

Hunger awareness week is 3rd week September

We will investigate a new program "Hunger Awareness Challenge"

Challenge families of 4 people to make meals for \$10 per day, and donate the remainder of the money normally spend to the food bank. We will provide menu suggestions.

Barb proposed "Take home a bowl", she will contact Frantic Farm for soup bowls and reach out to Aila to prepare soup. The idea is to sell the bowl with soup and all as a new type of fundraiser. David mentioned that this program is also offered in Peterborough and will research this.

Elvis @ the Legion

Carolyn will talk to Paul Thain "an Elvis impersonator" and the Legion for a fall concert.

7.7. Church Renovation

no report

8. New Business

8.1. Fundraising Opportunity

N/A see above

8.2. Good Friday-pantry open?

14 of April will follow Past protocol to investigate with Minutes or Jan

8.3. OAFB Conference-June 4-6

N/A see above



- 8.4. New program
N/A see above

9. Round Table

10. Next Meeting

10.1. March 16, 2017?

11. Adjournment

Meeting adjourned

TO DO LIST

<i>Outstanding Item</i>	<i>Assigned to</i>	<i>Completed by</i>
Contact Social Service Coburg to update hours	Carolyn Lee	ASAP
Donations for the Dance	Kim Allen-McLean	Feb 18 and 19
To make sure Milk is ordered	Jan Finlay	Between February 21 and March 2
Send email to pole volunteers and informs them and inform them our funds are dependent on hours volunteered.	Carolyn Lee	March Meeting
Elvis @ the Legion	Carolyn Lee	March Meeting
Send out Job Description	Carolyn Lee and David Pollack	March Meeting
Facebook	Rene van Oosten	March Meeting
Update Monthly and weekly Food Item List on the web	Rene van Oosten	March Meeting
Are we open on Good Friday	Jan Finlay	March Meeting
Follow up with the Church re Monthly Meals prepared in Kitchen	David Pollack	March Meeting
2017 – 2018 Budget	David Pollack	March Meeting
Buy a Bowl+	Barb Taylor	On-going
Re-organize filing system	Carolyn Lee and Rene van Oosten	On-going