



**GLOUCESTER EMERGENCY FOOD CUPBOARD:**  
Minutes of Board Meeting, November 20<sup>th</sup> 2014

CHAIR: Don Collar

PRESENT: Jim Bagues, Valerie Hall, Tracy Martineau, Grace Skowronski, Colin Webster, Genvieve Gazaille, Tim Comerford, Andrea Balfour, Linda Lalonde

REGRETS: Marjorie Gardner, Ann Frederking, Vern Greenshields

STAFF: Gwen Bouchard

**The October 2014 minutes were approved on a motion proposed by Jim Bagues, seconded by Colin Webster.**

1. Business Arising

- Budget (Jim Bagues, presenting): Compared 2014 / 2015.
- Expenses: Salary will be increasing incrementally. As of this date, spent less on food than in previous 2 years. Contingency amounts put into audit & contracts and appliance / building repair. Because in 2014 we did not need the 110,000 budgeted, the 2015 budget reflects this.
- Income: Expectation is will receive less in fundraising than budgeted for 2014 (as of collected to date) so 2015 budget reflects this.

**Motion to accept budget as presented proposed by Jim Bagues, seconded by Tim Comerford. Motion passed.**

2. Treasurer's Report, Profit & Loss Previous Year Comparison, Jim Bagues
- Income: Other income is not new money but a transfer of existing money making income almost identical.
  - Expenses: Contract services include audit which accounts for difference in years.
  - All indications are we will end year in surplus.
3. EC Report, Gwen Bouchard
- Gwen will look into internet options.
  - Gwen confirms did receive a large amount of food donations this year which contributed to spending less than budgeted on food in 2014.
  - Office-related: Program Assistant for summer 2015 deadline is January so application needs to begin before next board meeting.

Motion proposed by Valerie Hall, seconded by Jim Bagues:

**Proceed with same salary for Program Assistant for summer 2015 as summer 2014 (\$14.50/hr for 35 hrs/week for 14 weeks) with grant paying for \$10.25/hr for 25 hrs/week for 12 weeks plus deductions.**

Motion passed.

Next Board meeting: There will be no December meeting. Next meeting is Thursday, January 15<sup>th</sup>. The following meeting is Wednesday, February 18<sup>th</sup>.

Meeting was adjourned at 7:51 pm on a motion proposed by Jim Bagues, seconded by Tim Comerford.