



Gloucester
Emergency
Food
Cupboard

Centre de
secours
alimentaire de
Gloucester

Gloucester Emergency Food Cupboard Board Meeting Minutes October 21, 2015

Present: Tim Comerford, Tracy Martineau, Mark Cimon, Jim Bagues, Claudette Friesen, Vern Greenshields, Andrea Balfour, Colin Webster, Georgina House, Grace Skowronski (via telephone).

Regrets: Don Collar, Geneviève Gazaille,

Staff: Gwen Bouchard

Guest: Sui-Ling Leung

The minutes of the September 2015 meeting were approved on a motion proposed by Claudette and seconded by Ann.

Business Arising: will be discussed under the report from the Personnel Committee

EC Report:

Gwen provided the full written copy of the EC report to the board

Items of note:

- there has been an increase in clients who are over the age of 65;
- the average family size has increased;
- Gwen is carefully tracking the fundraising drop campaign

PC Report / Follow up

Main outstanding items - policies for AODA compliance and Bill 168.

Jim looked into training for bill 168 and reported that a consultant, Ann Rhodes, was contacted and training can be offered. 2 hr session for up to 35 participants would be at a cost of \$400+HST. Consultant can also review draft GEFC policy.

Motion proposed by Jim, seconded by Andrea:

“The board proposes to hire the consultant, Ann Rhodes, to provide two training sessions at a cost of \$400+HST per session, to be scheduled in November 2015”.

Motion carried.

Colin has drafted a harassment/discrimination policy for the GEFC. It is intended that this will be reviewed by the consultant to ensure compliance.

Georgina has done research for the AODA requirements. She has drafted a GEFC policy. Tim will speak with an AODA consultant who has offered to review the policy prior to the board arranging to pay for such a service. Update at next board meeting.

New Business: Gwen proposed a telephone tree to contact volunteers in the event of an emergency closure of the GEFC of similar event. This was discussed and it was agreed that an email list / group email is more efficient.

Motion to adjourn by Jim, seconded by Colin at 8:05pm.

Next meeting: November 18, 2015. Regrets to date: Mark, Vern, Ann.