



Gloucester
Emergency
Food
Cupboard

Centre de
secours
alimentaire de
Gloucester

Minutes of the Board Meeting, February 26, 2014

CHAIR: Don Collar

PRESENT: Ann Frederking, Jim Bagues, Valerie Hall, Genevieve Gazaille, Linda Lalonde, Grace Skowronski, Colin Webster, Tim Comerford

REGRETS: Tracy Martineau, Marjorie Gardner, Vern Greenshields

STAFF: Gwen Bouchard

The minutes of the January 2014 meeting were approved on a motion proposed by Linda and seconded by Ann.

1. Business Arising

- Marjorie has provided an email update about items for the newsletters for March and April in celebration of the 25th Anniversary.
- Gwen reported that the anniversary signage will ready soon
- Tracy has sent out the perpetual calendar
- Nominations Committee: an up to date list is available of existing board positions (Gwen sent out via email January 16). There are some empty board spaces available.
- Personnel Committee will report at next meeting
- Gwen suggested at March meeting the agenda for the AGM is set
- Don will work on the Chair's report for the Annual Report

2. Treasurer Report, Jim Bagues

- Salary expenses higher in Jan '14 vs Jan '13 due to 3 paycheque month
- Business registration fees were higher in Jan '13 as dues for Volunteer Ottawa membership have not yet been paid
- Gwen is currently researching internet/telecommunications providers

3. EC Report, Gwen Bouchard

- Gwen provided visual chart of increase in clients since 2008
- Continued increase in number of clients needing more than one visit per month
- Gwen will be working on stats for annual hunger count. Reports can be found online
- Ontario Association of Food Banks is looking for a database for all agencies to access
- To address safety concern, solid waste department will be making alterations to the new dumpster
- Once new legislation proclaimed, GEFC by-laws will be reviewed
- Gwen has, once again, contacted city to enquire re: occupancy agreement and is waiting to hear back from the real estate department
- Don asked about minutes and reports being up to date on website. This will be looked at

4. New Business

- Summer Student job description was reviewed. Suggestions were made for updates.
- Colin attended the Board Basics training offered by Volunteer Ottawa and reported to the Board.
- Colin advised that he has painters available for interior painting and will be in contact with Gwen
- Gwen reported that we have a checklist now to track winter snow clearing
- Gwen provided update on preparation for Articles of Discovery. No new information expected until next meeting in June

Next meeting: March 19, 2014

Motion to adjourn meeting at 8:05 was made by Jim and seconded by Grace.