



**GLOUCESTER EMERGENCY FOOD CUPBOARD:**  
Minutes of Board Meeting, September 24<sup>th</sup> 2014

CHAIR: Don Collar

PRESENT: Tim Comerford, Marjorie Gardner, Genevieve Gazaille, Vern, Greenshields, Valerie Hall, Tracy Martineau, Grace Skowronski

REGRETS: Colin, Ann

STAFF: Gwen Bouchard

The March 2014 minutes were approved on a motion proposed by Marjorie, seconded by Valerie.

1. Business Arising

- Perpetual Calendar review: Christmas Assistance Policy & Employee Manual & Orientation (September): Gwen will present to Board. Budget Committee (October): Jim & Gwen to present draft budget next month.

2. EC Report, Gwen Bouchard

- Number of food drives (schools & churches) being organized for fall.
- Drop campaign letters being delivered (September) & into flyers October 9.
- Direct Appeal (already on donor list) of 800-900 ready to be sent out October 9.
- Genevieve offered to put together some social media buzz.
- New chequing account set up (access to accounts online).
- Ottawa Food Bank Link to Feed initiative: all food programs to access electronic database of clients; GEFC starts training October & go live after December.
- Discussed fall-out of Parkdale's coordinator news story: comment on website; communicated with schools, etc.; consider putting ad in paper and in direct appeal for next year.
- City Occupancy Agreement ready to be signed.
- Volunteer Potluck October 25.
- Epiphany holding Good Food markets once per month (food purchased at cost).

3. New Business

- Can Board meeting be set to Thursday evenings? (To discuss next meeting.)

The meeting was adjourned at 7:50 pm on a motion proposed by Genevieve and seconded by Valerie. The next meeting is set for October 15<sup>th</sup>, 2014.