



Gloucester  
Emergency  
Food  
Cupboard

Centre de  
secours  
alimentaire de  
Gloucester

## **Annual General Assembly Minutes April 26, 2017**

### **Attendance:**

Chair, Don Collar (List appended)

### **Opening Remarks:**

Don Collar welcomed all new and familiar faces from the Gloucester community. He also introduced Erin O'Manique as the new Executive Director of the Food Cupboard.

### **Welcome and introduction of speaker:**

Erin O'Manique welcomed everyone to the AGM and introduced Karen Secord who is the manager at the Parkdale Food Centre.

### **Guest speaker:**

Karen Secord became the Manager of the Parkdale Food Centre in 2012. At that time, she was a writer and was looking for a part time job to take a break from writing on the computer. She saw the job posting at the Parkdale Food Centre and applied for it. The Food Centre is located in the Somerset West Community Health Centre in the Wellington West neighborhood.

Karen talked about going beyond a standard "food bank" and doing their best to provide healthy options to their clients. She also talked about the importance of going out in the community to find out who the people are, what their needs are and responding to those needs. The neighborhood around the Parkdale Centre consists of several rooming houses, social housing and family shelters. Because of the rooming houses, she noticed there are a lot of single men who don't know how to cook for themselves.

She also noticed that people who came to the Food Centre are lonely and they don't only come to the Food Centre for food but to socialize with other people. With that in mind, they made the Food Centre a social hub that offered various programs so people can come every day and talk to other people and learn new things. Karen spoke of the various programs at the Parkdale Food Centre that helps its clients. They have a Community Kitchen program where they have cooking workshops (she talked a bit about the crock pot cooking classes where she asked for donations of crock pots so people can take a crock pot home to cook with), community meals and a collective kitchen program where a group of people come together to cook food in large quantities that people can take home.

They also run a social enterprise called Thirteen that sells museli and is managed by low-income youth who gain practical skills and experience in running a business. As well, they have another social enterprise called Growing Futures which promotes food and financial literacy in children and youth.

**Minutes of 2016 AGM:**

Motion to accept the 2016 AGM minutes by Jim Bogues.  
Seconded by Ann Frederking. The motion was carried.

**Executive Coordinator's Report:**

Erin O'Manique presented the Annual Report and the Executive Director's Report for 2016.

Erin said that when she joined the Food Cupboard, she didn't realize it was the largest community food bank and that it served 2000 people a month with a dedicated group of 100 volunteers.

Erin also commented that in 2016, one in 20 people in our community used the Food Cupboard. She also mentioned that the community has been very supportive of the Food Cupboard with local churches, schools, businesses, clubs and groups fundraising and donating food.

She also mentioned that a partnership has been developed with Just Food where a piece of the farmland is allocated to the refugees, who are mostly farmers, for them to grow vegetables for the Food Cupboard and also sell it to the general public at Epiphany Church.

Erin also talked about getting to the root cause of hunger and going beyond just providing food but to provide opportunities for people to be more actively involved in their own food security. This is something she has learned through Nick Saul who was the Executive Director of The Stop, an urban food bank in Toronto, and who is a leader in re-inventing food banks to be more than a place that distributes food.

Erin finished by thanking everyone again for welcoming her to the Food Cupboard and for their support. She looks forward to working together to fight hunger in our community.

**Treasurer's Report** (financial statements appended):

Jim Bogues presented the Treasurer's Report for 2016. Jim mentioned that the financial statements were prepared by Roger Millette Corp. as in previous years.

Jim noted the following in regards to the 2016 audited financial statements:

- Overall revenue has increased from previous year due to an increase in donations and fundraising activities (direct appeal and mail drop campaign)

- and Foundations (United Way donations). There was also an increase in interest income due to GIC's that became due in 2016.
- Overall expenses increased from previous year especially in the cost of food as there were more people that came to the Food Cupboard in 2016 and we purchased better quality and healthier food.
  - There was a cost for travel expense in 2016 which we did not have this expense in 2015 because in 2016 we transitioned to paying the volunteers for their mileage for picking up food whereas in 2015, we issued in-kind tax receipts for their mileage.
  - Jim also noted that the Food Cupboard reserves increased slightly as we need to keep a certain amount in reserves to cover running the Food Cupboard for 6 months to a year in case of any crisis or emergencies that might occur such as an earthquake, fire, destroyed food.
  - A question came up with doing more fundraising to raise more money but Jim noted that for now, we do have a small surplus but if that should change, then we would need to go into the community to fundraise to make up for any shortfall.

Financial Statements: Motion to accept financial statements by Vern Greenshields. Seconded by Ian Stewart. The motion was carried.

Auditor: Motion by Andrea Balfour to re-appoint Roger Millette as auditor. Seconded by Ann Frederking. The motion was carried

### **Update to Constitution & Bylaws**

Sui-Ling Leung indicated that minor changes were made to the Constitution to update some of the wording as well as for clarification purposes. She read through the updated changes to the Constitution.

The Bylaws were also updated which were approved by the Board of Directors.

Motion to accept the updated changes to the Constitution by Ann Frederking. Seconded by Michael Howard. The motion was carried.

### **Election of Board Directors (list appended):**

Michael Howard indicated that along with himself, the following Board Directors terms are up for re-election – Don Collar, Geneviève Gazaille, Andrea Balfour, Georgina House, Terrena Bennett, and Geoffrey Chapman. These Board members have agreed to sit for another two year term except for Geneviève who has decided not to seek another term.

The other Board members – Jim Bagues, Ann Frederking, Linda Lalonde, Vern Greenshields, Colin Webster, and Sui-Ling Leung will finish their terms in Spring 2018. Tim Comerford and Claudette Friesen whose terms will also end in Spring 2018 have decided to resign their positions on the Board.

This will leave three vacant positions to be filled on the Board. Also, based on the skillsets of the current Board members, the Board is hoping to recruit new members who have knowledge and skills in fundraising, marketing and communications and legal expertise.

The Nominations Committee brought forth two candidates to join the Board. Diane Morrison who was the Executive Director of the Ottawa Mission and past Chair of the Ottawa Food Bank Board, and Abubaker Marif, a volunteer and Arabic translator at the Food Cupboard. Diane will fill a two year term to end Spring 2019 and Abubaker will fill a one year term to end Spring 2018.

Anyone interested in joining the Board can submit a letter of interest and resume to Erin and she will forward it to the Nominations Committee.

Motion to accept the slate of directors as presented by Vern Greenshields.  
Seconded by Linda Lalonde. The motion was carried.

**Recognition of volunteers:** (list appended)

Erin O'Manique invited and thanked the volunteers who were recognized for their 1, 5, 10, 15, 20 and 25 year milestones of service to the community.

**Motion to Adjourn:**

Made by Andrea Balfour and seconded by Jim Bogues. The motion was carried.  
The meeting was adjourned at 8:20 pm for refreshments.