

# **GLOUCESTER EMERGENCY FOOD CUPBOARD**

## **Minutes of Board Meeting, May 10, 2006**

**In attendance:** Jim Bagues, Jerome Bower, Lesa Brown, Glenda Dare, Ann Frederking, Linda Lalonde, Pat O'Driscoll, Vivien Runnels, Marion Washington, David Brault (staff).

**Regrets:** Don Collar, Marjorie Gardner, Liz Hong-Farrell, Huguette Jean-Francois, Pauline McNally.

The meeting was chaired by Vivien Runnels in Don's absence.

### **1. Motion to accept minutes put forth by Marion Washington, seconded by Jim Bagues and carried with the following changes:**

- Item 3) vi) Kroeling should be Kreling
- New business - Towson should be Townson; add Nadim Barsoum 2005

Vivien asked David to look after send a card of congratulations to Huguette who has just become a Canadian Citizen.

Ann noted the passing of Fiona Faucher on May 7. Fiona was a founding board member of the GEFC.

### **1) EXECUTIVE DIRECTOR - David Brault presented his report**

- a) David asked for direction as to whether the GEFC should obtain insurance for the contents of the building including loss of use insurance which would cover extra expenses up to \$4000 per month for six months. Discussion followed.

**Moved by Marion and seconded by Jerome** "that we obtain the extra insurance for \$200 annually for contents and loss of use, subject to Jim's checking and approving the wording of the policy" **Carried**

- b) Community Foundation of Ottawa. David asked whether the Board would like him to look into establishing a fund at the Community Foundation. A \$5,000 deposit would be required. Discussion followed.

**Moved by Pat and seconded by Linda** that "We start the process to see whether specific donors would be interested in starting such a fund" **Carried**

- c) Safety - David indicated that a number of volunteers had expressed concerns about health promotion and protection. It was expressed that we need to follow regulations. David was asked to get copies of regulations which apply to us. It was also agreed that reminders about hand washing will be needed on a regular basis. Alcohol-based hand sanitiser might be an option. We will also have to adhere to the new smoking regulations which prohibit smoking close to the building. The discussion evolved into one on having a more thorough volunteer orientation.

**Moved by Glenda and seconded by Lesa** that "The Executive Director will ensure the implementation of all safety and health regulations as directed by public health and government agencies." **Carried**

- d) Summer student - We still have not heard from HRDC as to whether our application has been approved. David will continue to try to get answers. If we don't hear soon, we may lose the student we have in mind. Discussion followed on whether we could afford to hire a student in the interim.

**Moved by Ann and seconded by Glenda** that "David will hire a summer student for a maximum of three weeks for approximately 25 hours per week. The rate of pay will be determined by discussions with Jim." **Carried**

- e) Building repairs - David asked for guidance on what repairs need to be done to the premises. Discussion.

**Moved by Linda and seconded by Glenda** that "A facilities review committee will be struck to determine what repairs and improvements are needed." **Carried**

Linda, Pat and Glenda volunteered to be on the committee. They will also invite Eugene Young to join them.

- f) In March there were about 1647 people who used the GEFC and 1654 in April.

## **2) TREASURER'S REPORT was presented by Jim Bagues.**

- a) Income for period was below average and expenses were higher. The deficit for the year to the end of April was slightly more than \$17,000.
- b) corrected 2005 statements have been received from the auditor.

## **3) FOOD DRIVES:**

David indicated that Lester B. Pearson School is doing a large food drive and several other events are being held in May and June.

## **4) NEW BUSINESS:**

Vivien formally welcomed Linda and Jerome to the Board.

## **5) NEXT MEETING:**

In view of the situation with the Joseph's Storehouse operation in Blackburn Hamlet, it was decided that a June meeting is a good idea.

**The next meeting will be: Wednesday, June 21 at 7 pm.**

The meeting was adjourned at 8:45 pm following a motion by Pat, seconded by Jim. Carried.

Respectfully submitted,  
Ann Frederking