

**Gloucester Emergency Food Cupboard
Board Meeting,
November 15, 2007**

CHAIR: Vivien Runnels

PRESENT: Jim Bogues, Pat O'Driscoll, Pauline McNally, Jerome Bower, Marjorie Gardner, Linda Lalonde

STAFF: David Brault, Executive Director

REGRETS: Don Collar, Marion Washington, Ann Frederking, Huguette Jean-Francois, Glenda Dare

Adoption of Minutes:

Lynda Lalonde indicated she had sent her regrets.

The minutes of October 17 were approved with change and carried by the board.

Business Arising:

Sabreen Abu-Zeyada was welcomed to the board.

Treasurer's report:

Jim Bogues presented the treasurer's report and indicated expenses are under control and we have serviced less clients than in previous year.

Executive Director's report:

David stated there are 28 schools in the area and 16-20 schools have participated in food drives.

Direct appeal and drop campaign was completed with 22,000 letters delivered by volunteers. Work is beginning on 2008 campaign. The final results will be known by the end of December.

An audit will cost \$1500.00 --\$2000.00. 2007 will be a review year.

David will participate in meetings with the Xmas exchange and Ottawa food bank staff in order to improve the process for the 2008 Year.

Personnel Committee:

Vivien thanked committee for their contribution and asked for new volunteers to participate on committee. Descriptions of tasks to be completed will be provided.

New Business:

- Marjorie indicated the XMAS table will begin on December 10. (Clients may select 1 XMAS item per family member in addition to the regular amounts supplied.)
- Insurance policy was discussed. The total of Commercial Property and General Liability coverage and also Director's and Officer's liability proposal is apx.\$1399.99. It was suggested to look into penalties, Director's liability, volunteer and employee coverage and if in fact this is all inclusive then we should go with the the Ontario Association Of Food Banks policy.

No meeting in December scheduled. However, If a meeting is necessary it will be called.

Next meeting is January 16 at 7:00pm.

Motion to Adjourn

Marjorie put forth motion to adjourn and seconded by Jerome. Motion was carried.

Minutes submitted by