



BIB – August 13, 2018 BOARD MEETING – Board in Brief Highlights

NEWS / UPDATES

Fiscal News

- June revenue exceeded the budget: this was due to receiving \$10,000 donation from Compass Church and other large donations from United Way, other churches, Canada Helps, Canada Online Giving and individuals. Expenses exceeded the budget by \$1,090, but we did spend \$2,209 on the kitchen.
- Our average monthly expense from June 2017 to June 2018 is \$11,500. In December, January, and February, our average was \$12,700.
- June marks the end of another fiscal year. As it is year end, we are now beginning the process of formalizing our financial position with BDO – i.e.: to produce audited year-end financial statements. New this year, from BDO, is a questionnaire that digs more into our internal controls, which they are mandated to do.

Community News

- The Board supports an answering service / voice message service with a phone tree. It will provide the opportunity to communicate open hours and upcoming events. It will also allow voice messages to be left for the appropriate person. We are currently researching our options regarding costs of this type of service.
- Satisfaction Survey Results are being directed to the appropriate committees to implement follow up. One such e.g. is a Suggestion Box has been created for volunteers to provide ongoing feedback.
- Sept. 14, 2018 is the open house at OFB for community agencies held from 10 am – 1 pm. On the same day is the MPP food sort at 2pm. All local candidates are being invited including from outside of Orangeville to the food sort.
- The Food Share statistic template will be implemented for Sept. 1, 2018
- A Motion was made and carried to approve the updated Donor Recognition Summary document.

Operations News

- OFB will be doing a Pilot Saturday opening for receiving fresh and perishable foods from Aug.18 to Thanksgiving weekend in Oct. We will have emergency food bags available in case a client shows up with an emergency. This is one of the outcomes from the Satisfaction Survey.
- A new committee has been struck up to address our need for more space. It is called the Facilities Move Committee
- The Reefer Van proposal is on hold until we gather more information on other equally valued priorities such as doing a cost analysis on the possibility of moving to acquire more space as we continue to grow.

Governance News

- Succession Planning was reviewed. One change will be that committees will run with co-chairs. Currently we operate with one chair.
- Catherine Campbell has joined the board of directors. She comes to us with accounting and fiscal background.
- The new Social Media Policy and an updated Risk Management Policy will be included in the Board Policy Documents which is currently under review.



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E.D. News

- Anna MacGregor has taken over for Keith Palmer as Director of Community Services.
- **Food Acquisition:** Guelph Food Bank offering large quantity of meat for pick up. East Wellington Community Services approached OFB to partner on large SNAP orders or potential sharing of larger perishable food donations.
- **Food Distribution:** Potential joint Rotary Club Project for Food4kids- weekend food in back packs for food insecure kids at 2 local elementary schools. Kids are identified by school staff and categorized by level of food insecurity. Clubs to invite program coordinator so more information can be gained.
- Royal Truck – Is working well for pick-ups and is highly visible in the community. Thank you with deep gratitude, Royal Chev, for your generous support!
- Fire Inspection scheduled for August 27th
- Samosa Campaign is being planned for November
- Bridges out of Poverty Training – June 21st
- August 11th weekend food drive brought in 6500 lbs. of food and about \$2,600 (cash & gift cards)

Other News

- OFB is now preparing for its Annual General Meeting which will be held on Monday October 22nd, 2018 starting at 6 pm. We will have guest speakers with more details to follow.

- OFB is reviewing 3 major decisions that have presented themselves to us due to the fact that we continue to grow. Food insecurity is not going away and more individuals and families need food support more than ever. We are out growing our space. This has caused us to look at a Facilities Move Committee to research our options; which are stay and renovate again to build up, or move to a location that provides for all our needs such as the importance of air conditioning to help preserve our fresh food as it comes in. The list of needs is extensive and food storage is at the top of the list. Due to our expansion in the community addressing food insecurity our capacity to serve is increasing. Thus, we are investigating if hiring an operations manager would help with all the over and above time that our volunteers and E.D. carry out to run our smooth operations, especially with our Food Share Strategy. Lastly, our Reefer Van (refrigerated truck) has been deferred while we sort through the costs of the first two major expenses if they occur. The benefit of the reefer van is for food storage while being transported. We have often gone to pick up donations in this heat to come back with waste due to the heat and lack of refrigeration. These 3 decisions are a result of OFB expanding due to increased demographics in our area. One noticeable demographic is the increase of seniors accessing the food bank. We will be making informed decisions on these important matters once we collect all the facts and data to support or decline the actions.

Board Meeting dates

All meetings start at 6:30 pm held at OFB. All are welcome. We look forward to your interests. Remaining Dates are on Mondays and are posted on the OFB website: **Sept. 17** Oct.15 Oct. 22 (AGM) Nov. 19



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Service Trends

LEGEND: YOY Variance – Year over Year Variance

MOM Variance – Month over Month Variance

<i>Serviced</i>	<i>June 2017</i>	<i>June 2018</i>	<i>YOY Variance</i>	<i>May 2018</i>	<i>MOM Variance</i>	<i>Comments</i>
Households Served	200	237	+16%	243	-2%	
Individuals	473	507	+7%	529	-4%	
Kids	190	185	-3%	195	-5%	
New Clients	16	20	+20%	19	+5%	
Seniors	31	47	+23%	47	0	
Singles	89	120	+26%	119	+1%	
Pounds Distributed	11,343	13,717	+13%	14,662	-6%	
Pounds Shared	3,377	3,892	+14%	4,229	-8%	

<i>Serviced</i>	<i>July 2017</i>	<i>July 2018</i>	<i>YOY Variance</i>	<i>June 2018</i>	<i>MOM Variance</i>	<i>Comments</i>
Households Served	201	230	+13%	237	-3%	
Individuals	473	492	+4%	507	-3%	
Kids	190	173	-9%	185	-7%	
New Clients	4	22	+82%	20	+10%	
Seniors	61	43	-30%	47	-9%	
Singles	71	119	+40%	120	0%	
Pounds Distributed	11,355	13,919	+18%	13,717	0%	
Pounds Shared	2,630	3,441	+14%	3,892	-12%	