**Jimmy Pratt Memorial Outreach Centre**

Board Meeting: Mar. 16th, 2021 7:00-8:45 via Zoom

**Present:** Anne Marche ©, Linda Andrews®, Peter Elliot. Jane Henderson, Carolyn Taylor, Heather Mills, Krista Koerner. George Parsons

**Regrets:** Don Bradbury,

**George distributed the following documents prior to the meeting:**

-Agenda Mar.16 2021 monthly board meeting JPOC

-List of students registered for the online Food Safety Course

-Minutes Feb. 16th monthly board meeting

-February 2021 Financial Statement

-Program Managers Report February March 2021

Don has been unable to attend meetings by phone or computer for the past year.

Action: Anne to contact Don Bradbury to determine if he is able to continue his role as a director or if he might need a leave of absence.

**1.** **Adoption of the Agenda:**

Motion: The agenda was approved, with the addition of George’s report, moved by Peter, seconded by Heather**. *Carried***

**2. Adoption of the Feb. 16th meeting minutes:**

Motion: Moved by Krista, seconded by Carolyn ***Carried***

**3. Actionable Items/Business Arising**

* The COVID Working Group had a good meeting on Feb. 23rd. The Centre reopened for breakfast yesterday Mar. 15th.
* Linda contacted the Hoddinott family about a memorial donation. They would like to direct the donation back to our Centre.

Action: Linda to contact the family to obtain mailing address.

Action: Anne will write a letter to the family.

* The insurance issue is still unresolved. George is having difficulty contacting the company rep.

Action: George to make contact with Steers Insurance (Colin Drodge) for a zoom information call with the Executive regarding Commercial Insurance

Action: Linda to add this to agenda for our next meeting.

**4. Reopening March 15th**

1. **Breakfast Program, Peter:** started yesterday with 26 attending. The new COVID safety procedures worked smoothly.
2. **Friday Soup Kitchen, George:** John Dawe (SA chef) offered to prepare soup at $1.00 per bowl until such time as our regular volunteers return.
3. **Thursday Bagging, Peter:** There are an adequate number of volunteers and it will restart this week.

**5. Advanced Food Handling Program, George**

There are twelve people registered, mostly team volunteers and board members. It’s a good course, and so far, George and Blake have completed taken and passed the exam. Anne is almost finished. It was suggested that we add Ruby Shea to the list.

Action; George to contact Ruby to determine if she would take the course and if so he would register her with Safecheck.

**6. Financial Statements Feb. 28, 2021**

George spoke to the numbers and overall we are in good shape and should utilize some of the surplus for new or expanded programming.

**Motion to Adopt the Financial Statements, moved by Peter, seconded by Krista.**

**7. Credit Card Application JPOC**

The paperwork is in process.

**8. OWLS Position Recruitment**

It’s on hold until we are in Level 3 Public Health Guidelines.

**9. Donations**

1. Eleanor Radcliffe annual donation $3,000
2. Verafin $2,500
3. Gifts with Vision (calendar 1st instalment) $1,750
4. Steele Hotels (parking lot fund) $8,000

**10. Other Business**

Program Managers Report Feb. March: George spoke to his report.

Action: George to ask Eric Winsor to do up a large outsoor sign utilizing the sandwich board from the parking lot. This will be placed at the entrance showing that we are open.

**11. Anne asked for other comments from members prior to the end of the meeting.**

Several supported exploring partnerships for our work feeding those in need. George was speaking to Suzanne Brake, the Senior’s Advocate and member of the Premiers Task force on the Determinants of Health. Joan Marie Alyward represents seniors on the committee and a meeting with her will take place shortly. Ms. Aylward could possibly share what they have learned about seniors needs.

Following considerable discussion, a three person committee was establish made of board members to review possible new senior’s program development and the funds required to run a pilot. Peter offered to chair the committee and other members include Anne, and Carolyn.

**Action: Anne and George will have discussions with some of their community contacts and report back next meeting.**

**12. Next Regular Monthly Meeting: Scheduled for Tuesday April 13 at 7:00 via Zoom.**

**13. The meeting adjourned at 8:45.**