**OVFC Board Meeting**

**Minutes**

**Wednesday, November 3rd, 2021**

**7:00pm**

**Via Zoom**

In attendance: Chris, Connie, Joanne, Diane, Kelly, Marshall, Cheryl, Emily, Dwight, Ashleigh

Regrets: Perri-Rae, Sarah, Cara

**1. Meeting Administration**

* The agenda was approved as circulated.
* The minutes of the October meeting were approved.

**2. September Order Review**

* Cheryl reported that October sales were $9,752.58 compared with $12,773 last year. 71 customers ordered from 39 producers. 15 people signed up, but none ordered. One new person did pay membership and ordered, but they signed up during the test drive. They heard about us from a booth.
* Emily will contact those people who sign up but do not order to find out why they do not. Joanne will work with Emily to come up with questions to ask these people.

**Action: Board Members** to submit sample questions to Joanne and Emily.

**3. Financial**

* No Report
* Sales are averaging $10,000 which is good.
* Finance Committee will start work on a budget for 2022.

**4. Visit by Bonnechere Valley Building Inspector to Sorting Centre.**

* Mark Schroeder, building inspector for the Township of Bonnechere Valley, visited the sorting centre (210 Queen St., Eganville) and stated that the following things are needed to be fixed before we can open the space to public events:
	+ barrier free washroom. There is a step up to the current washroom.
	+ emergency lighting
	+ outside door opens the wrong way
	+ vestibule and stair case not wide enough
	+ permanent Exit signs.

Before we could cook food in that space, we would need a professionally designed kitchen. Thus to make the space multi-use will require a lot of money and work.

* We can always rent the Eganville Legion for events such as markets. It is located just across the street from the Sorting Centre, has an inspected kitchen and seats ~300 in normal times.
* There was some discussion on markets. Dwight suggested that we hold a market about one week before Thanksgiving in order not to compete with the Cobden one. In fact any time late September or early October would be good since that is when much produce is ready.

**5. Review of Draft “Year in Review”**

* Marshall introduced his report of the years activities which was attached to the agenda. The idea is that the full report will be distributed to producers and a summary to all members. The following items were discussed as part of this report.
* **Summer Student Activities –** Emily gave a report of her activities to date:
	+ We are entering a partnership with the Phoenix Centre. A Youth Nutrition Workshop is being planned and other workshops will follow. Information on these will be sent to the board for review.
	+ She contacted local food banks to see how we can help out. The food banks in Killaloe and Golden Lake responded positively.
	+ We are now members of the Shop Local Campaign
	+ We are considering joining the Ottawa Valley Tourist Association. Membership is free.
	+ She is preparing a presentation on the food co-op to be presented at the Renfrew Library. It will emphasize the importance of local food systems.
	+ The gift certificates have been sent to Digital Copy Xpress (Deep River) for printing. Perri-Rae (Cooperators Insurance) is financing the printing.
* **Recipe Book –** Ashleigh reported that the committee will meet soon. Recipe testing will start shortly.
* **Eganville Sno-Drifters Property -**  The Township of North Algona Wilberforce is purchasing the Sno-Drifters property (behind the Food Land Grocery Store). It has a clubhouse with a commercial kitchen. Marshall has contacted the township with the idea that this acquisition could lead to organizations in the food area holding events together – sharing resources.
* **Open Farm Day** – This is an annual event that has taken place in Nova Scotia for a number of years (see <https://atlanticopenfarmday.ca/>). It is something like the Madawaska Studio Tour but the focus is on local food. It allows the general public to see where their food comes from, see the problems that farmers are having due to things like climate change. See the difference between stuff from the grocery store and from the local farm. Farms would schedule various events during the day plus exhibits, food and tours of the farm.

It could be held in conjunction with other activities such as kayaking on local lakes.

Renfrew County is willing to help us organize this event if we would be willing to include non-member producers.

**Motion:** To create a proposal for an Open Farm Event. Moved by Joanne, Seconded by Diane, Carried.

**7. Other Business**

* **Perri-Rae’s Questions**
	+ What is her cost re: the gift certificates – she pays for the printing.
	+ What is the charge for newsletter ads – currently it is $25 per ad.
* **Sales of Alcoholic Beverages by Co-op** – Ashleigh looked into this. We do not qualify as a farmers market since we do not have a fixed location. We cannot resell any products from local manufacturers. On the other hand we can get advertising revenue from local breweries.
* **Out of Area Products** – Ashleigh stated that products that come from out of our normal area need to have the location stated clearly in their producer profile. This especially true for producers who are reselling items. Cheryl will work on this. This could be an article for the newsletter.

**8. Next Meeting –** Wednesday December 1, at 7:00 pm