**OVFC Board Meeting**

**Minutes**

**Wednesday, January 12, 2022**

**7:00pm**

**Via Zoom**

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

Regrets: Sarah, Perri-Rae, Connie, Cara

**1. Meeting Administration**

* The agenda was approved.
* The minutes of the December meeting were approved as amended.

**2. September Order Review**

* Cheryl reported that December sales were $17,860.61 compared with $14,841 last year. 99 customers ordered from 42 producers. This is the highest month ever. January 2022 sales are down by about $5,000.

20 people registered, but 8 actually purchased and paid membership. The data on how they found out about us is not available at the moment. This will be fixed by the supplier.

* **Why do People Sign Up and do not Order?** Out of the people Emily phoned back in December, three people who had never ordered, ordered in the last order cycle.

Two of the customers were those that had expressed they planned on ordering and one was someone who expressed they weren't going to order in the future (She found that very interesting).

This resulted in $410.48 towards sales.

**Agenda Item for February Meeting:** expanding our customer base.

* **Driver for Ottawa Route:** Cheryl Mitchell will take over the Ottawa route. She will pick up the order in Arnprior and the depot will be moved to her home.

**3. Financial**

* Joanne reported that she will present a draft financial statement for 2021 at the February meeting.
* Most producers are paid via E-transfer, but due to limits set by Interac, we cannot pay all of them during order week.

**4. Bags at Delivery Day**

Perri-Rae suggested that we ask customers to bring their own bags to pick-up on delivery day. This is feasible for Eganville customers, but not always for other locations since due to space limitations, many drivers do not bring crates to depots. Customers could be asked to bring their own bags to depots and recycle the plastic bags. Paper bags are also a possibility but they are not as convenient for placing in a vehicle.

**5. Risk Notice**

* **Motion:**  to publish the following disclaimer in the newsletter and post it at sorting centre (210 Queen St., Eganville): Moved by Marshall, Seconded by Dianne, Carried:

“OVFC Volunteers and Customers should assume that the COVID Virus is present in all places where people are present and therefore all public health guidelines will be followed. Participating in the OVFC is done at your own risk.“

**6. Hydro One Grant to support Safe Communities**

Marshall is writing the grant application in cooperation with the Township of North Algona Wilberforce. The main purpose of the grant will be to fund a community garden. The Child Poverty Action Network (CPAN) is willing to participate. They are working on providing gardens for children. Seniors could be involved as well.

This grant probably can not be used for the Open Farm day, since it doesn’t cover events.

**7. Open Farm Day**

Ashleigh reported that the organizing committee had a discussion with the coordinator for the New Brunswick event who gave them a lot of help, outlining the steps that need to be taken. The County of Renfrew is an active participant.

The next meeting of the organizing committee is on Thursday January 13. They are hoping that at least 15 farms will sign up for the event.

**8. 2022 Canada Summer Job Grant**

* The deadline for the grant is just 13 days away. The application will be harder this year since last year the application process was made easy due to the pandemic. This year the work term starts in May/June and ends on labour day weekend. Also the grant is for full-time work. Marshall is willing to act as supervisor as long as he is not president of the co-op.

**Motion:** to apply for a Canada Summer Job grant for 2022. Moved by Marshall, seconded by Kelly Carried.

Marshall and Diane to write an application for a Summer Student Grant for 2021.

* Ashleigh stated that we should pay the student $17.40 which is the current living wage for Renfrew County (see <https://www.ontariolivingwage.ca/living_wage_by_region>).

**9. Media Release**

Marshall reported that The Eganville Leader is looking for a press release containing a story about a specific event before they can send a reporter to write about the co-op. Marshall will contact Connie to see if she and Emily can produce something.

**10. Paula Project**

Ashleigh reported that the committee is testing recipes and analyzing the testers comments.

**11. Educational Program Outreach**

Emily has two Youth Nutrition Workshops scheduled for February 2 at the Eganville Library and February 24 at the Renfrew Library. Two workshops were held in December: at Pembroke with 5 children attending and at Renfrew with 2 attendees. They went well.

**12. Coolers**

Lynne was given permission to purchase more coolers. They will replace damaged coolers and alleviate the need to get coolers to Eganville before delivery day.

**13. Next Meeting –** Wednesday February 9 at 7:00 pm via Zoom.