

OVFC Board Meeting
Minutes
Tuesday May 18, 2023
7:00 pm

Via Zoom

In attendance: Lynne, Chris, Janice, Perri-Rae, Cheryl S., Nicole, Cheryl K., Cameron, Joanne, Michael

Regrets: Ashleigh

1. Administration

- The agenda was approved.
- The minutes of the April 4 meeting were approved as circulated.

2. New Board

The board members introduced themselves.

3. Order Summary

- Orders for April were \$11,217.31. 81 Customers ordered from 37 producers. Sales in April 2022 were \$12,014. 8 people signed up, but only one person paid and ordered. They heard about us on-line.
- There is a producer who has missed deliveries but not told us. Following our policy in such cases, a motion was passed at the April 4 meeting to send that producer a second warning letter plus a fine. They have not paid the fine so have been de-listed.

4. Financial

- Joanne introduced the financial statements for the 1st quarter 2023. During that period, we experienced a loss of \$800 which isn't too bad. Currently we have about \$8000 in the bank.
- There was some discussion on fund-raising events.

Agenda item for next meeting: Barnstorm fund raising.

- Joanne presented some graphs which showed distribution of orders by location, category and producer.

Motion: Signing officers of the Co-op are Joanne McManus, Dianne Isaacs and Janice Bell. Moved by Chris, seconded by Michael, carried.

5. Health Inspector

- Janice spoke to the Health Inspector. He will send us guidelines that he expects us to follow. Some items that he will be looking for include:
 - Thermometers in all coolers. Authorization was given to Lynne to obtain new ones as necessary
 - Cleaning
 - Chicken and turkey cannot be in the same cooler as other meat.
- Delivery locations (depots) do not have to be inspected at this time.

6. Summer Student

As in past years, we have received a grant to hire a summer student. After some discussion the following decision was made:

Motion: to turn down the summer student grant. Moved by Joanne, seconded by Cameron, carried.

7. Events

- Renfrew Golf Club Dinner – no report
- Farms Open – the decision was made to go ahead. A sub-committee was established consisting of Cameron, Ashleigh, Perri-Rae, and Lynne.
- On-line Auction – Chris to contact Connie and Dianne about this.

8. Mission

Janice read the Co-op Mission: To provide a marketing network in the Ottawa Valley for locally grown or processed foods and other locally made products for the mutual benefit of our producer and consumer members. The activities of the co-op are governed by the core values of healthy rural communities, environmental stewardship, social justice, and vibrant local economies.

9. Communications

- Cameron is willing to help in this area. Currently Natalie Robinson is handling posts on social media apart from newsletters which are posted to Facebook. Cheryl stated that Natalie is willing to keep posting to social media, but we should have a policy for what should be posted etc.
- The communications committee will meet.
- Chris will produce a brief summary of board meetings for the newsletter.
- Lynne suggested that Michael produce short videos on cooking about once per month.

9. Other Business

- Cameron is looking for other grants that she can apply for on behalf of the Co-op.

10. Next meeting: Meetings will be held on the 2nd Tuesday of each month. Next meeting will be held on Tuesday June 13 at 2:00 pm