

**OVFC Board Meeting
Minutes
Wednesday May 21
7:00 pm**

Via Zoom

In attendance: Lynne, Janice, Cameron, Chris, Nicole, Cheryl K.

Regrets: Cheryl S., Ashleigh, Perri-Rae

1. Administration

- The agenda was approved.
- The minutes of the April 29 meeting were approved as circulated.

2. Orders

The May order was \$8,456.92 down considerably from \$10,509 last year. 71 customers ordered from 30 producers. 2 signed up and ordered;

- 1 – Online
- 1 – Website

The reduction in sales was due to the loss of producers because of the restrictions put on them by the RCDHU. A number of producers have decided to retire rather than meet the new health standards.

3. Food Handling

On May 21, delivery day was inspected by Chase from the RCDHU. No issues were found. Some points that he made:

- We do not need a hand-wash basin.
- He wants to see all frozen food stored in freezers rather than coolers while waiting for pick-up.
- He is confident that we know what we are doing.

We will be inspected once a year. The report will appear on the RDCHU website.

4. Financial

Since she could not attend the meeting, Joanne sent the following note to the board:\

- I have started on the 2024 Income Tax Return but not finished it yet
Due Date is June 30th
- Our bank account balance is dwindling. Current balance is \$ 3430 (\$5730 if we include money set aside from Paula and other donations)
 - Orders have not been as high as expected and we are about to come up against farmer's markets during the summer months. (traditionally our lowest order period)
 - May order commissions will be around \$1500.00 This will not cover our monthly expenses. Coordinator, rent, bank service charges, etc.)
 - We can spend the money that we have set aside for donations (Paula, etc.) if needed
- We really need to do a fund raiser in the very near future and we may need to consider closing down for the summer. (Not my preference)

5. Cook Book

Lynne posted the following report from Claire Lepine after the meeting:

Keeping it simple, here's some basic points relevant for the board now and for the new board coming in. Lynne can update the OVFC board as needed.

- The cook book is 95% done and will be printed in 2025.
- When the book is ready to go to print, the OVFC will have the opportunity to contribute funds toward the printing costs to be recovered when the books are sold.
- In 2021, the OVFC set aside \$900 toward the costs of this book. Now in 2025, it is understandable that the funds may be more needed for the OVFC operations and the board may choose how much it contributes to the book printing.
- Although the OVFC has not contributed any money to date, OVFC volunteers have contributed many hours to the project.
- This cookbook has been a collaborative project of the OVFC and Paula's family. The original OVFC committee had an overwhelming number of good ideas and possibilities for the book. However, the project evolved over time into being primarily about Paula and her recipes, so ownership of the book should remain with Paula's family.

- The printing of the cookbook will go ahead regardless of whether the OVFC contributes any money. There are private funders willing to cover the printing costs and after they are repaid from book sales, the net proceeds can go to the OVFC.
- The current committee for this phase to get the book printed and distributed is Cara, Carla, Claire and Lynne. Thanks to Ash who had a primary role from 2021 until this spring, and thanks to all the other OVFC volunteers.

Cameron is willing to help with the mock-up.

Action: This topic to be discussed at the next board meeting.

6. Events

- **AGM (June 4)** – Supper is at 6:00 pm, meeting at 7:00 pm. An oven will not be available so all food will have to be cold. The RCDHU presentation will be remote (via Zoom). Janice will arrange this.
- **Online Auction** - no report. To next board meeting.
- **Food of the Farm** – no report.
- **Farmer's Markets** - the markets at both Arnprior and Deep River have community tables. We should attend some of these. Janice will bring some stuff to the Arnprior market since she attends that as a producer. Further discussion at the next board meeting.

7. Other Business

- **Eganville Food Bank** - is looking for donations of extra produce from people's gardens. Lynne will send a note to producers about this.
- **OVFC Clothing** – to be discussed at the next board meeting.

8. Thanks

Lynne moved a motion of thanks to Janice, Nicole and Ashleigh who are leaving the board. Janice especially has worked hard as president these past 2 years. Janice replied that she is leaving the board now, but hopes to come back in a few years. They are going to do major upgrades to their farm.