

CNFC Board Meeting: April 23, 2014

In attendance: De, Russ, Josee, Madhurima, Theresa, Eric

Special Guest: Helen Hall, Capital Campaign Coordinator

Helen gives a presentation about her current and future work. Her first task is to get the brochure out in the mail; stuffing party is the next day. She is also working on a communications plan and messaging. The next step is to contact potential big donors. The fund-raising committee has been inactive, and Helen is going to contact each individual on the committee and ask for participation on specific projects.

Consent Agenda

No changes; Russ moves approval; Josee seconds; all approved

Minutes from last meeting

Edits were made.

Theresa moves for approval; Madhurima seconds; all approved

Financial Update

Eric shows key indicators; cafe numbers are now separate. Labor % is high – they are working on efficiency in the kitchen. Cafe will go to 4 days per week in mid-May (Wednesday through Saturday) and 6 days per week in July.

Eric shows profit/loss statement from March. It shows a \$13,000 loss; had a \$13,000 profit in January/February. Take inventory down at the end of the fiscal year, so March has a high cost of goods – building inventory back up. Discussed other expenses.

Meeting with School District

De described the meeting with Kevin Patrick. We didn't get a signed agreement but the meeting was positive. Eric will follow up with Kevin. We will try to have the lease and the purchase plan sorted out before the AGM.

Tenants

Laura has signed an agreement. Roof has a leak, which may delay her business launch. We need to follow up with other tenants for a discussion of their situations and agreements. Eric will do this; Josee is willing to help. We expect tenants to pay for their own electricity.

Possible Greywater Options

Russ presents an idea for using greywater from the building for a greenhouse. He talked to a septic designer who works with an engineer on such projects. De moves that we go ahead with investigating this option; Theresa seconds; all approved. Russ will bring a more formal presentation to the next meeting. Russ will talk to Sandra about using the grant funds, to the designer about cost estimates, and to the designer about VIHA approval.

AGM Planning

Picked the date and time: Wednesday, June 18<sup>th</sup>, at 6:00 PM. Will have pizza and dessert again.

Discussion about candidates for the next Board; Theresa will send out list. All current Board members are to talk to potential candidates about their interest in serving.

Meeting adjourned at 8:45 PM