

**Drayton Area Community Food Bank Society
Annual General Meeting Minutes**

March 31st, 2025 at the Food Bank

Members Present:

Donna Gawalko
Dan Davie
Vern Willett
Phil & Heather Bell
Sylvia Thompson
Charlie & Joy Swap
Gord Hamilton
Bud & Bonnie Martin – VIA Teams

Donna Olson
May Barker
Earl & Deb Nixon
Dominque Ahern
Dale & Margaret Rendflesh
Madison Thiel
Chris Walsh – Owner of IGA

1.0 CALL TO ORDER

Meeting was called to order by Heather Bell at 9:01 a.m.

2.0 DETERMINATION OF QUORUM

All that is required are 2 Board Members and 3 Members in good standing. We certainly have that at this meeting.

3.0 CONSIDERATION OF AGENDA

Dale Rendflesh MOVED THAT the agenda for the March 18th, 2024 Annual General meeting be adopted as presented. SECONDED BY Sylvia Thompson. CARRIED

4.0 READING AND ADOPTION OF MINUTES March 18th, 2024 MEETING

May Barker MOVED THAT the minutes of the March 18th, 2024 Annual General meeting be adopted as presented. SECONDED BY Donna Olson. CARRIED

5.0 OLD BUSINESS:

None

6.0 NEW BUSINESS:

6.1 Election of Officers

Nominations took place:

President Donna Olson nominated Dale Rendflesh. He declined the position. No further nominations were made; therefore, the position remains vacant at this time.

Vice President Heather Bell has agreed to let her name stand.

Secretary Deb Nixon has agreed to let her name stand.

Treasurer Philip Bell has agreed to let his name stand.

1st Director Dale Rendflesh still has 1 year left in this position.

2nd Director Bud Martin still has 2 years left in this position.

3rd Director (3 year term) Donna Gawalko nominated Charlie Swap. Charlie Swap accepted the position.

Maintenance Coordinator Heather Bell asked Gord Hamilton if he would be willing to stay on. Yes, he would but asks that if any members see of anything that needs attention, please let him know so that he can take care of it.

Our Board Members and Co-Ordinators will be as follows:

President – Vacant

Vice President – Heather Bell

Secretary – Deb Nixon

Treasurer – Phil Bell

Directors – Dale Rendflesh (1 year term)

Bud Martin (2 year term)

Charlie Swap (3 year term)

Maintenance Co-Ordinator – Gord Hamilton

6.2 2024 Year-end Financial Statements Review

Phil gave everyone an overview of what we had received back from our accountant, as well as the internal audit that was carried out by Katrina Dawes from Servus Credit Union and Vern Willett a Food Bank Member.

Some recommendations were made, as to how we could look at some cost savings. Phil also indicated that the accounting for the Food Bank is all done now in Quick Books, making this task a whole lot easier.

6.3 Designate Accountant for 2025 Financial Statements:

A short discussion took place, and it was felt that maybe we should explore other options. Katrina Dawes is looking into this for us, to see if we can cut costs.

6.4 Appointment of Auditors

Katrina Dawes from Servus Credit Union and Vern Willett have agreed to stay on to complete our internal audit for 2025. Phil gave an overview of our Financial Statement as of December 31st, 2024. A detailed summary is available upon request. In summary, our Income was \$594,478.00, our Expenses were \$583,289.00 with a profit of \$11,189.00.

May Barker MOVED THAT we have Katrina Dawes and Vern Willett stay on as our auditors. SECONDED BY Donna Olson. CARRIED

6.5 Signatories for 2025:

Currently, the Vice President, Treasurer and Secretary are the signatories. Heather Bell, our Vice President would like to be removed and Dale Rendflesh and Bud Martin have agreed to become signatories.

Gord Hamilton MOVED THAT the Treasurer Philip Bell, the Secretary Deb Nixon, Dale Rendflesh and Bud Martin as Directors become the signatories. SECONDED BY Margaret Rendflesh. CARRIED

6.6 Changes to By-Law regarding Board Members

Philip presented to all the members that we should maybe look at increasing the number of Board Members, namely directors from 3 to 5 to cover times when we have a lot of members away at one time. It would also be beneficial, as we currently have no president. Chris Walsh, owner of IGA and Colin Clarke, owner of Century 21 Realty have agreed to come onto the Board as Members-At-Large, to increase our Board Members from 7 to 9. A special resolution must be passed in order to reflect this change in our by-law. At the same time, we could review our existing by-laws and this special resolution could cover both of these changes.

Dale Rendflesh and Sylvia Thompson have agreed to help out with the review of all the by-laws.

Donna Gawalko MOVED THAT we send out the Special Resolution to all members to accept the new by-laws. SECONDED BY Heather Bell.
CARRIED

7.0 NEXT MEETING

Next Meeting will be March 30th, 2026 @9:00 a.m.

8.0 ADJOURNMENT

Deb Nixon MOVED THAT the meeting adjourned at 9:52 a.m.
SECONDED BY Dan Davie. **CARRIED**

Recorded by: Deb Nixon

Chaired by: _____

Heather Bell

Date: March 31st, 2025