

Colchester Community Support Society
Colchester Food Bank
Annual Meeting

March 19, 2024



Thank You

Thank you to our Colchester community for your continued support of the Colchester Food Bank, even as prices continue to rise for everyone. The generous donations from businesses, service groups, faith communities, and countless individuals have enabled us to provide "Hope Not Hunger" to our neighbours in need.

COLCHESTER COMMUNITY SUPPORT SOCIETY

Annual Meeting, March 19, 2024

The mission of the Colchester Food Bank is to provide and support, with dignity and respect, programs and services that feed the hungry, promote long-term food security, and improve the social well-being of people in our community.

AGENDA

1. Call to order
2. Land Acknowledgement
3. Welcome and introductions
4. Approval of Agenda
5. Minutes of the 2023 Annual Meeting
6. Business arising from 2023 minutes
7. Financial Report
8. Additional Reports:
 - * Chairperson
 - * Executive Director
 - * North Shore Clothing Bank
 - * Public Relations/Fundraising
9. Nomination Committee Report
10. Further Business
11. Adjournment

Colchester Community Support Society
Minutes – Annual Meeting – April 25, 2023

The Annual General Meeting of the Colchester Community Support Society was held on April 25, 2023. The meeting was called to order by Chair Vera Faye Smith at 6:30 pm.

Attending: Vera Faye Smith, Debbie Carroll, Marianne Clark, Laurie McClellan, Diane MacLean, Cathy Faulkner, Aundrea Currie, Leanne Roberts, Shelly DeViller, Farrah Allen-McKay, Ashley Swan, Dwayne Vidito.

Regrets: Brenda Chisholm, Tammy Fox.

A few minutes were taken to allow those attending to review the Annual Report, compiled by Ted Dykeman. Thanks again, Ted.

Moved by Cathy Faulkner, seconded by Aundrea Currie, that the minutes of the Annual Meeting held April 19, 2022, be approved as presented. Carried.

Business Arising:

- 1) The AGM Reports have a new cover this year, expressing new growth in numbers and more diversity within the society.
- 2) Appointment of a new auditor, East Coast Accounting Solutions. They have assisted Treasurer Marianne Clark during the past year.

Financial Report: Compiled by East Coast Accounting Solutions. Marianne Clark moved, Laurie McClellan seconded the acceptance of the Compilation Engagement Report. Carried.

The following reports were presented as a bundle: Chairperson's Report, Executive Director's Report, Statistical Report, North Shore Clothing Bank, Public Relations/Fundraising Report, Grants Report. Aundrea Currie moved, Diane MacLean seconded, the acceptance of these reports as presented. Carried.

New Business:

Marianne Clark moved, seconded by Laurie McClellan, that East Coast Accounting Solutions be the firm that would be the auditor for 2023. Carried.

Date for AGM in 2024: Cathy Faulkner moved, Aundrea Currie seconded, the AGM be held on March 19, 2024. Carried.

Aundrea Currie thanked our volunteer, Duane Vidito, for attending the meeting and being such a devoted volunteer for the Food Bank. It was also noted that our volunteers are recognized during Volunteer Week.

Aundrea Currie moved the meeting be adjourned.

Respectfully submitted,

Debbie Carroll, Acting Secretary

Scott D. Campbell Incorporated

Professional Accountant

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CHARLOTTETOWN, PEI
C1E 3H7

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COMPILATION ENGAGEMENT REPORT

To Management of the Colchester Community Support Society:

On the basis of information provided by management, we have compiled the statement of financial position of the Colchester Community Support Society as at December 31, 2023 and the statement of revenue, expenses and net assets for the year then ended.

Management is responsible for the accompanying financial information, including the accuracy and completeness of the underlying information used to compile it and the selection of the basis of accounting.

We performed this engagement in accordance with Canadian Standard on Related Services (CSRS) 4200, *Compilation Engagements*, which requires us to comply with relevant ethical requirements. Our responsibility is to assist management in the preparation of the financial information.

We did not perform an audit engagement or a review engagement, nor were we required to perform procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an audit opinion or a review conclusion, or provide any form of assurance on the financial information.

Readers are cautioned that the financial information may not be appropriate for their purposes.

Truro, Nova Scotia
March 12, 2024

Professional Accountant

COLCHESTER COMMUNITY SUPPORT SOCIETY
STATEMENT OF FINANCIAL POSITION

DECEMBER 31, 2023

(Unaudited - See Compilation Engagement Report)

	2023	2022
Assets		
Current		
Cash and short term investments	\$ 470,451	\$ 769,386
Receivables	<u>9,081</u>	<u>2,730</u>
	479,532	772,116
Capital assets	<u>590,437</u>	<u>543,560</u>
	<u>\$ 1,069,969</u>	<u>\$ 1,315,676</u>
Liabilities		
Current		
Payables and accruals	\$ 2,848	\$ 3,348
Current portion of long term debt	0	16,002
Deferred revenue	10,000	0
Government remittances	<u>0</u>	<u>1,844</u>
	12,848	21,194
Long term debt	<u>0</u>	<u>241,322</u>
	12,848	262,516
Net assets		
Net assets	<u>1,057,121</u>	<u>1,053,160</u>
	<u>\$ 1,069,969</u>	<u>\$ 1,315,676</u>

ON BEHALF OF THE BOARD:

_____ Director

_____ Director

COLCHESTER COMMUNITY SUPPORT SOCIETY
STATEMENT OF REVENUE, EXPENSES AND NET ASSETS
DECEMBER 31, 2023
(Unaudited - See Compilation Engagement Report)

	2023	2022
Revenue:		
Donations	\$ 350,029	\$ 453,835
Food drive	72,655	37,668
Fund raising	3,141	1,216
Grants	134,394	254,176
Interest	219	2,383
Miscellaneous	45,783	13,871
Tatamagouche clothing bank	<u>5,179</u>	<u>5,810</u>
	<u>611,400</u>	<u>768,959</u>
Expenses:		
Amortization	0	36,876
Dues and fees	59	300
Communications	0	2,618
Food bank garden	3,873	1,822
Food purchases	318,051	228,394
Furniture and equipment	18,485	5,377
Healthy community grant	0	22,043
Insurance	3,439	3,149
Interest and bank charges	300	2,266
Kitchen supplies	9,211	7,202
Miscellaneous	6,916	2,982
Office supplies and expenses	11,088	8,394
Professional fees	9,295	2,817
Repairs and maintenance	26,940	3,834
School food program	21,000	0
Sharing kitchen program	94	1,569
Transportation	16,575	13,198
Utilities	26,086	19,947
Wages and benefits	<u>136,027</u>	<u>94,045</u>
	<u>607,439</u>	<u>456,833</u>
Excess of revenue over expenditure	3,961	312,126
Net assets, beginning of year	<u>1,053,160</u>	<u>741,034</u>
Net assets, end of year	<u>\$1,057,121</u>	<u>\$1,053,160</u>

COLCHESTER COMMUNITY SUPPORT SOCIETY - CHAIRPERSON'S REPORT

There is no doubt that 2023 was a year of continued challenges for the Colchester Food Bank. Food prices continued to rise, for both ourselves and our clients. We saw many new faces, as the cost of housing, fuel, and power forced many in our community to seek assistance at the Food Bank. The statistics presented by our Executive Director demonstrate this. The media reports regarding food insecurity in our community and province were no exaggeration. Each and every day our Executive Director, Client Services Coordinator, and Program Facilitator strove to meet this challenge. It was the generous support from the wider community of local and provincial governments, businesses, organizations, and individuals that allowed us to do so.

Over and above the day-to-day, there were four highlights throughout the year that stood out for the Board. First, we were able to make a donation to all the schools in our district to assist with their School Food Programs. Second, a provincial grant allowed us to purchase and install a backup, AutoStart generator that will prevent the loss of both fresh and frozen food if the power is lost. Third, we were able to open our Client Choice Market, giving clients a more personal and convenient method of choosing the best foods for their families. Finally, as of the end of December, 2023, our building was five years old! When we opened in 2019 the current Board of Directors faced a hefty mortgage to repay. But through generous donations from both businesses and individuals, who earmarked their donations for our building, we were able to pay the mortgage balance when it came due. We thank everyone who helped make this possible. You know who you are!

Since 1986 Colchester Food Bank has partnered with the North Shore Clothing Bank in Tatamagouche. This year the difficult decision was made to close. Not only has this enterprise been of benefit to many residents of Tatamagouche over the years, but thanks to our director Leanne Roberts it has maintained a valuable connection for us with the community.

Over the years the directors of our board have donated their time to helping fulfil our mission. This year three of our long serving Board members retired.

Don Reid, our former Chair, retired after many years of dedication to the Food Bank. During that time he held every office (except treasurer!), as well as assisting on many committees. While Chair, he "led the charge" toward the building of our new forever home. He was integral to the planning and design of the new facility, as well as seeking out sources of funding. His vision for a new permanent food bank inspired the rest of us to take the leap of faith needed to make our building a reality. Don saw the future possibilities for us, and we thank him for guiding us in that direction.

Another retiree we will miss is Brenda Chisholm. Active with Fundraising, Public Relations, and volunteer recognition, she was frequently the pick-up/delivery person for donations, prizes, decorations, awards, “thank yous”, and of course, pizzas and cakes! Brenda never hesitated to volunteer her time, and also that of her family members – an additional bonus for the Food Bank.

Lastly, our Vice Chair, Debbie Carroll, moved with her husband to Ontario. Debbie volunteered with us before joining the board. With her financial background she assisted with fundraising efforts, and was the Board liaison with the Market Greens project in Portapique. She could always be called upon to sub in as secretary when needed.

In conclusion, I want to extend a sincere thank you to our staff Shelly DeViller, Farrah Allen-McKay, and Ashley Swan for their dedication to fulfilling our mission. It is with them, our current and new Board members, and volunteers, that we continue to provide “Hope Not Hunger” to our many neighbours in need.

Vera Faye Smith,

Chair

**Colchester Community Support Society
Colchester Food Bank
Executive Director's Report**

The Colchester Community Support Society – Colchester Food Bank (CCSS-CFB) saw considerable growth in 2023. I am proud to boast about the growth within the organization, however very concerned with growing need for emergency food services. There has been a shift for this organization with many collaborative relationships built with community partners.



In the spring of 2023, CCSS rebranded with the upgrade of its website and creation of a more diverse logo. While the old logo had many years of history it was outdated and not inclusive of the clients we serve today. The new logo is gender neutral, inclusive of all races and signifies growth of the organization.

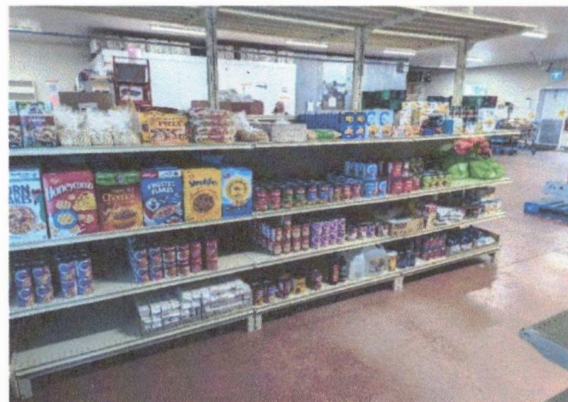
The new and updated website allowed the organization to be more transparent to the community, to showcase the work being done and recruit skilled volunteers and board members. The website (colchesterfoodbank.com) has been instrumental in the progression of the Client Choice Market growth and the recruitment of volunteers.

Increasing Food Bank Usage

There was dramatic increase in the number of individuals requiring emergency food service. In 2022 there were 14,757 individuals requiring emergency food, and in 2023 there were 18,199 individuals requiring emergency food service. This growth is nothing to boast about. Each month in 2023 the number of individuals

requiring food bank services increased along with the cost of food. Donations had been low. In October a difficult decision to cut a number of food items from the purchasing list was made as we were tracking to be considerably over the \$300,000 budget. I wrote letters to all levels of Government sharing the statistics and the grave concern of being able to meet the increasing needs in Colchester County. I continue to nurture the relationships built from this letter. In the months of November and December we saw the amount of monetary and food donations spike, which was unexpected, but our saving grace. CCSS-CFB could not survive without the generosity of the Community.

Client Choice



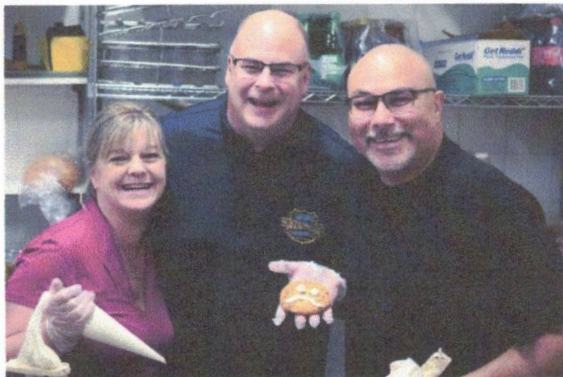
In August the Client Choice Market opened and the first clients were invited to come give it a try. They helped provide feed back and valuable information to make it as successful as it has become. The popularity of the Client Choice Market grew, the organization shifted with its growth by implementing changes slowly and methodically. The Client Choice Market is accessible by appointment booked from the website 5 days a week, every second Saturday and every Wednesday evening. Given the large number of clients accessing emergency food it was imperative to still offer emergency food service by walk-in. Clients who access the Food Bank by walk-in are now able to select food items from a menu board. This shift in providing a more client centered service has opened the doors for new relationships with other Community Partners including the Department of Community Services

Annual Radio Food Drive



The Annual Pure Country Radio and Bounce Radio Food Drive that kicked the busy season of giving proved to be one of the most successful Food Drives to date with more than \$74,000 and 17,000lbs of food coming in. There was a little twist of a “Food Fight” with a perpetual trophy going to the highest donor. Truro Mitsubishi took the Food Fight Cup home for their \$15,000 donation, and Joe Pinto gets an honorable mention for his continued support and \$10,000 donation.

Tim Hortons Holiday Smile Cookie Campaign



The local Tim Hortons stores participated in the “Holiday Smile Cookie Campaign” with CCSS-CFB being the recipient of those funds. CCSS-CFB provided volunteers to decorate “Smile Cookies”. That included Board Members and Political Leaders.

Volunteers

CCSS-CFB had more than 40 regular volunteers, another 65 occasional volunteers, two full time staff members, one part time staff member and 2 summer students to operate this year. The opening of the Client Choice Market required recruitment of new volunteers and I am pleased to say the number of skilled volunteers in this community is outstanding. CCSS-CFB has a strong relationship with student volunteers coming from Cobequid Educational Center and Ecole Acadienne. CCSS-CFB could not exist without its committed and dedicated volunteers. They are truly the Champions in the success of CCSS-CFB.



2023 Statistics

Individuals Served	18,199
Households Served	8,072
Individuals Under 18	28%
Individuals Over 55	17%
Brand New – 1 st time users	37%
Racial Identity	
Indigenous	7%
Black	5%
Multi-racial	3%
White	64%
Filipino	4%
South Asian	5%
Household Type	
Private Rental	67%
Own Home	13%
With Family/Friends	3%
Pounds of Food Donated	636,473

Annual Food Drive

On November 16, 2023, the annual Pure Country 99.5/Bounce 100.9 Food Drive was held from 7am -6pm at the Food Bank.

This event serves as the Food Bank's only major food drive for the year and the community is always there to live our motto – neighbours helping neighbours. Businesses, organizations, clubs, teams and individuals from all throughout Truro and Colchester County came out to show their support in a big way.

At the end of the day an amazing \$74,740 was raised in monetary donations and another 17,742 pounds of food was brought in to support those facing food insecurity in our area.

This year saw the Food Bank implement its first ever - Food Fight.

This incentive was open to businesses and organizations that wished to make a donation for the food drive. The group or business making the largest donation would end up taking home the coveted Food Fight Trophy.

This year our Executive Director, Shelly DeViller presented the trophy to Truro Mitsubishi for their generous \$15,000 donation that secured their victory this year.

North Shore Clothing Bank

On August 29, 2023, the North Shore Clothing Bank closed its door for the final time. The non-profit thrift store started in Tatamagouche in 1985. It joined forces with the Colchester Food Bank in 1986 seeing its profits go directly to helping the food bank's efforts to provide food security to those in Colchester County.

After being in business for 38 years, a decision was made to close. Throughout those years, we have borne witness to society's shift in embracing the thrifting lifestyle. Thrift stores are now on trend with many people seeing their value; not just in monetary savings but overall good recycling sense. With so many options readily available to customers, coupled with the manager's decision to retire after volunteering for 22 years- the board of the Community Support Society decided to close its doors, allowing them to focus directly on emergency food needs and long-term food security solutions.

On behalf of the Board of Directors of Colchester Community Support Society, its staff and the dedicated volunteers of the Clothing Bank - we thank everyone who made our 38 year run, the success it was.

Nominating Committee Report
Colchester Community Support Society

On behalf of the Nominating Committee, the following persons have been nominated for the 2024 year:

Chair: Vera Faye Smith

Vice Chair: Aundrea Currie

Secretary: Cathy Faulkner

Treasurer: Greg Routledge

Directors: (returning Directors are indicated by an asterisk *)

Leanne Roberts*

Steven Dunn

Marianne Clark*

Diane MacLean*

Laurie McClellan*

Paula Whittaker

Tammy Fox*

GP Loodu

Rebecca Bailey

Steve Fultz

Respectfully submitted,

Aundrea Currie

Nominating Committee