



Annual Report 2016

Celebrating 15 years of serving our community

March 2002 – March 2017

A MESSAGE FROM THE CHAIR 2016

The need to feed the hungry is still a priority for the Kawartha Lakes Food Source and the ongoing challenges of volunteer and staff recruitment and the ever present demand of executing successful local fundraising campaigns continued to test us this past year.

The Kawartha Lakes Food Source Board has been working diligently to ensure that we to continue to be responsive to our community, to be creative and efficient in our use of resources, and to meet the goals as identified in our Strategic Plan, specifically:

- To ensure the Kawartha Lakes Food Source is a sustainable and financially viable organization
- To deliver effective and efficient services that meet member agency needs
- To lead community efforts to reduce hunger throughout the City of Kawartha Lakes

2016 saw the retirement of our Executive Director Roberta Somerville who dedicated 14 years to the success of the organization; as well as the recruitment of our new General Manager, Heather Kirby. Heather wasted no time in immersing herself into Food Source operations and in beginning to evaluate the successes and challenges of our practices and procedures.

March 2, 2017 marks the start of the 15th year of the Kawartha Lakes Food Source, a testament to the Lindsay Rotary's vision to feed the hungry in the City of Kawartha Lakes. We are planning to mark the occasion with some special activities as the year progresses.

On behalf of myself and the Board of Directors, I would like to once again acknowledge and thank the staff, volunteers, donors and community partners that come together in service to reduce hunger within the City of Kawartha Lakes.

As I end my term as Chair, I specifically wish to thank the members of the Board of Directors for their support, their commitment, and their leadership in the various committees and community activities that are integral to the success of the Kawartha Lakes Food Source.

Respectfully submitted,

Catherine Danbrook, Chair

Executive Committee 2016

Members:	President	Catherine Danbrook
	Vice President	Nancy Newton (Chair)
	Treasurer	Matt Haire
	Secretary	Charlie Currie

The Executive Committee discharged its responsibilities in overseeing the governance of the organization, acting as a resource for the Board as a whole in policy development and strategic planning, and for the Executive Director and General Manager on key operational issues.

The Committee oversaw the implementation and monitoring of the agency's strategic plan as it wound down to its conclusion and initiated discussions regarding processes to develop a new plan as KLFS marks its 15th year of service in the community in 2017.

The Committee reviewed current board membership and recommended approaches for recruiting new members.

The Committee considered a number of new initiatives for Board consideration including a new category of membership for emergency service providers to facilitate the emergency provision of food sourced from KLFS to their clients.

In addition, members of the Committee took on a variety of roles in support of the agency's operations, including:

- Participating on the Recruitment Committee to hire a General Manager to replace the retiring Executive Director
- Assisting the Executive Director and General Manager with the hiring of new staff - Major Funding Researcher and Volunteer & Communications Co-ordinator
- Leading the Nominations Committee in recruiting new board members.

On behalf of the Executive Committee, I would again like to acknowledge the critical role played by Executive Director Roberta Sommerville during the first 14 years of the Kawartha Lakes Food Source and to wish her a long and happy retirement. We welcome Heather Kirby as General Manager and look forward to working with her as she works to move the organization forward in fulfilling its mission.

Nancy Newton
Vice President and Chair of the Executive Committee

<p style="text-align: center;">Finance Committee 2016</p>
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Committee members: Matthew Haire and Lisa Fedele

In a year of significant board and management change, KLFS managed to have a better year in 2016 than the prior year and exceed budget expectations in the current year. New initiatives spearheaded by the General Manager for obtaining grants and increased donations have resulted in a modest surplus that allowed us to finance our programs. A generous donation near the end of the fiscal year has allowed us to increase our reserves for future uses.

Some highlights from the year include:

- ❖ Reviewed projected revenue and expense lines**
- ❖ Assisting with transition of general manager for financial processes**
- ❖ 2017 Budget review**
- ❖ Reviewed and recommended investments**

Respectfully submitted,

Matthew Haire, CPA, CA - Chair

Member Agency Advisory Group 2016

As a committee of the Kawartha Lakes Food Source (K.L.F.S.), the Member Agency Advisory Group consists of 10 member agencies made up of representatives from City of Kawartha Lakes food banks, and from agencies that provide special services to the food banks (e.g. cooking classes). The chair and vice-chair of M.A.A.G. are on the Board of Directors of K.L.F.S. and the chair reports to the Board at the monthly board meetings. The members' mandate is to feed the hungry. Consequently, the committee meets monthly to discuss issues that might arise at our food banks, to find answers to issues, and to share resources.

The roles and functions of the MAAG committee include:

- Annual review of committee's Terms of Reference each year for the approval of the K.L.F.S. Directors.
- Each food bank or agency is asked to hold one M.A.A.G. meeting a year at their location, to allow members of M.A.A.G. to be aware of the individual differences at each food bank.
- Every Member Agency holds a fundraiser for K.L.F.S. each year.

Highlights/Updates during the 2016 calendar year:

- Food bank volunteers have continued to use the Link2Feed program.
- Link2Feed data is completely confidential and provides information to Food Banks Canada in order to better serve the clients. Link2Feed also helps define trends and statistics.
- In September 2016 the allowable amounts for children after clients' expenses was increased from \$100 per child to \$125 per child due to increases in the cost of living. It was also decided that client eligibility should be reviewed each September.
- In September, 2016 Sherry Polley-Moore resigned as Vice-Chair of M.A.A.G. and Sharon Woodhouse was nominated and elected as the new Vice Chair.

For the year 2017, I (Omeme Food Bank) will continue as the chair of M.A.A.G. Sharon Woodhouse (H.K.P.R. District Health) will continue as the Vice Chair.

Respectfully submitted,

Cathie Morrissey, Chair

General Manager 2016

Kawartha Lakes Food Source has had another successful year in supporting our member food banks to help those in need. Staff, as well as the fundraising and food acquisition committees, has worked hard to provide a steady amount of a variety of fresh, nutritious food to our members.

2016 saw many changes at the KLFS with the most notable being the retirement of Roberta Sommerville. Roberta shared her passion, strong leadership and establishment of processes with KLFS since its inception in 2002. She also grew the volunteer and donor base from the ground up which now provides the backbone to the organization.

Since starting in July, I have learned much from Board members, volunteers, and committee members and I would like to thank them for their guidance and support as I continue to transition into my new role.

Our membership includes nine food banks and twenty schools within the City of Kawartha Lakes. A new membership, Emergency/Social Services Membership, was established to provide organizations with pre determined bags of food to be provided discreetly to clients in need. This membership will not be publicized and the originations are not considered a food bank.

The warehouse has received at total of 175,365 units of non-perishable food and distributed 182,183. On average, 27% of non-perishable inventory was distributed each month. This does not include: milk, fruit, eggs, bread, meat, or produce.

Our gardens were not as fruitful as past years because of the hot and dry summer. We received many produce donations from local farmers and back yard growers totaling a market value of \$6,612. KLFS will continue to work with Plant a Row Grow a Row and create awareness about the produce donation tax credit to encourage donations to provide to our member food banks and to reduce food waste.

KLFS is very proud of our volunteers and value each for the tasks that they do to benefit KLFS and our mission. Tasks include: sorting in the warehouse, coordinating a food drive, picking up food from local businesses and events, and planning fundraising events. This year, there was a total of 3,119 hours logged by 121 caring and kind community members. Since tracking started in our current system in 2010, our dedicated volunteers have logged an amazing 22,674 hours!

The Fundraising and Food Acquisition Committees spend countless hours supporting KLFS and without this group of dedicated volunteers, the fundraising and food gathering would not happen. In addition, these committees raise awareness about and are champions of KLFS.

We are humbled by the 290 community members, churches, service clubs, associations, and businesses that made a financial donation. We are honoured that each has chosen to support KLFS in our efforts to provide food to those in need. Donations support: our perishable food purchases (eggs, milk, and fruit); transportation of food from a Reclamation Company in Toronto; and operations (rent, insurance, equipment maintenance, staffing).

KLFS also applied to Foundations and for a variety of grants and successfully received support from 21 local, provincial or national opportunities totaling \$69,645. These funds were used to

increase our capacity, provide operational support, and continue our Grab N'Grow school breakfast/snack program.

Our membership with both the Ontario Association of Food Banks and Food Banks Canada has provided many benefits to KLFS including: \$103,690 worth of food that includes eggs, milk, chicken, turkey, specific food bank funding opportunities, regional meetings for networking and support, and national partnerships for the larger food drives at our local level.

As the organization moves into our 15th year of operation, we will be celebrating how our community has been so supportive and engaged in helping others to keep the City of Kawartha Lakes vibrant for all.

Respectfully submitted

**Heather Kirby
General Manager**