



Annual Report 2022



AGENDA FOR 2022 ANNUAL GENERAL MEETING – June 25, 2022

Vision

Healthy people, community, and environment

Mission

Engaging a resilient local food system through education, advocacy, and community-building initiatives

Time: 11:00 AM - 12:00 PM

Location: Via Google Meet

- | | |
|---|-------------|
| 1. Greetings & Confirmation of Quorum | 11:00-11:05 |
| 2. Approve agenda for 2022 AGM | 11:05-11:10 |
| 3. Approve minutes from 2021 AGM | 11:10-11:15 |
| 4. Annual Reports | 11:15-11:50 |
| a. Annual Board Report | |
| b. Annual Operations Report from ED | |
| c. Financial Report and Year-End Financial Statements | |
| 5. Election of the 2022-2023 Board of Directors | 11:50-11:55 |
| 6. Closing Remarks & Thanks | 11:55-12:00 |
| 7. Adjourn | 12:00 |

We acknowledge that we live, work and play on the ancestral, traditional, and unceded territory of xʷməθkʷəy̓əm (Musqueam) peoples.

MINUTES FOR 2021 ANNUAL GENERAL MEETING – June 26, 2021

Vision

Healthy people, community, and environment

Mission

Engaging a resilient local food system through education, advocacy, and community-building initiatives

Time: 11:00 AM

Location: Via Google meet

Directors Present:

President Gerry Mulholland
Vice-president Norman Goldstein
Treasurer Stephanie Fan
Secretary Joanne Ha
Director Donna Kwan
Director Luther Sy
Director Donna Kwan
Director Erzsi Institoris
Director Joe Peschisolido

Director Absent:

Director Phil Carriere

Members Present:

Trinda Bui
Cindy Liu
Magnus Sinclair
Rita Blosmanis
Dena Kae Beuno
Lee Wood
Sheryl

Staff Present:

Executive Director Ian Lai
Intern Ashley Viljoen
Bookkeeper Geethu Kurian

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1. Greetings & Confirmation of Quorum

Three members must be present for the Annual General Meeting (AGM). 7 members, 9 directors and 3 staff were in attendance. **QUORUM CONFIRMED**

2. Approve agenda for 2021 AGM

Director Luther Sy **MOVED** to approve the agenda for the 2020-2021 Annual General Meeting. Vice-president Norman Goldstein **SECONDED** the motion. None opposed. **MOTION CARRIED**

3. Approve minutes from 2020 AGM

Director Erzsi Institoris **MOVED** to approve the agenda for the 2019-2020 Annual General Meeting. Director Luther Sy **SECONDED** the motion. None opposed. **MOTION CARRIED**

4. Annual Reports

a. **Annual Board Report** President Gerry Mulholland presented the annual board report.

b. **Annual Operations Report from ED** Executive Director Ian Lai presented the annual operations report.

c. **Financial Report and Year-End Financial Statements**

Treasurer Stephanie Fan presented the Financial Report and Year-End Financial Statements.

Director Luther Sy **MOVED** to approve the above reports for the 2020-2021 Annual General Meeting. Director Erzi Institoris **SECONDED** the motion. None opposed. **MOTION CARRIED**

5. Election of the 2021-2022 Board of Directors

RFSS members in good standing are eligible to vote in the election of the Directors.

The following directors will be continuing their service on the board in fiscal 2021-2022:

| | | | |
|------------------|---------------|------------------|------------------|
| Gerry Mulholland | Luther Sy | Stephanie Fan | Joanne Ha |
| Donna Kwan | Phil Carriere | Erzsi Institoris | Joe Peschisolido |

Director Erzi Institoris **MOVED** to elect the above directors to continue their service on the board of the society in fiscal 2021-2022. Treasurer Stephanie Fan **SECONDED** the motion. None opposed. **MOTION CARRIED**

6. Closing Remarks & Thanks

President Gerry Mulholland would like to thank Executive Ian Lai, RFSS staff, volunteers, and the board of directors for their hard work and dedication this unprecedented year and the Richmond community for their ongoing support. The board would like to thank our departing director and Vice President Norman Goldstein for his service and wish him all the best on his future endeavors.

7. Adjourn

Director Erzi Institoris **MOVED** to adjourn the 2021 Richmond Food Security Annual General Meeting at 11:34 am. Treasurer Stephanie Fan **SECONDED** the motion. None opposed. **MEETING ADJOURNED AT 11:34 AM**

Board Report

Message From the Chair,

On behalf of the Urban Bounty Board of Directors I am pleased to provide this report to all Urban Bounty members and volunteers for the 2022 Urban Bounty Annual General Meeting.

Despite operating through a 2nd year of pandemic challenges, Urban Bounty continues to grow and fulfil its mandate as prescribed in our 3-year Strategic Plan. We completed our first full year as a registered charity and have scheduled a full professional audit of our financial statements for the just-completed fiscal year. This move to more robust financial reporting will allow Urban Bounty to pursue larger and more complex grant applications that will help fund our burgeoning work in developing and expanding food security in Richmond.

Our community garden program continues to grow with the support of the City of Richmond, and we are pleased that our expertise in creating and managing successful community gardens is generating interest from other Lower Mainland municipalities in the form of consultation opportunities.

Looking forward, we are excited about the potential for being an active stakeholder in the provincial Food Hub network which has and continues to receive provincial support and funding. I expect Urban Bounty will be active in this endeavour in the coming fiscal year for a Richmond-specific Food Hub.

I wish to thank my fellow Board members for their continued dedication and support of Urban Bounty's full range of program initiatives. Your volunteer time is most worthwhile and appreciated.

Finally, a note of appreciation for Executive Director Ian Lai and all his staff. You are all the engine that keeps Urban Bounty humming along.

Respectfully,

Phil Carriere

President, Urban Bounty Board of Directors

Operations Report

Board of Directors

| | |
|-------------------------|---------------------------|
| Phil Carriere Chair | Donna Kwan Director |
| Luther Sy Vice-Chair | Erzsi Institoris Director |
| Stephanie Fan Treasurer | Gerry Mulholland Director |
| Joanne Ha Secretary | |

Staff

Ian Lai Executive Director
Grace Augustinowicz Urban Agriculture Program Manager
Stephanie Mak Urban agriculture Program Coordinator
Geethu Kurian Office Coordinator
Ashley Viljoen Summer Intern
Savannah Tuck Summer Intern
Dena Kae Bena Fund Development
Bruce Nollert Emergency Food Hub Chef

Message from the Executive Director,

We finally made it through COVID! Another year has passed, and we have completed our first year as a registered charity. There were many landmarks in 2021 that began with a name change, a logo rebrand and a refresh of our website and IT system. This task was not as seamless as the consultants made it out to be. With perseverance and patience, we settled on Urban Bounty (UB), and the IT issues finally sorted themselves out by September. I believe this iteration aligns with what our organization stands for.

UB expand with a new Urban Agriculture team led by Grace Augustinowicz and Stephanie Mak. This dynamic duo came on board in the fall and saw tremendous growth and revitalization in the urban agriculture programs.

The team worked with City staff, expanded the Railway Community Garden, and opened two new community garden sites, one at Cook and the other at Garden City Lands. Two more expansions will take place shortly, one at Terra Nova and the other at Cook Community Gardens. There are three other areas in the pipeline for the Railway corridor to be approved for development this fall.

The team developed a Cover Crop Program to support gardeners facing health or family challenges and also for gardeners to improve soil health and manage pests. The

Community Seed Library continued to develop with an increased online presence that addressed the changes in trends observed nationwide during the COVID pandemic.

The 2021 Fruit Recovery Program run by Ashley Viljoen, Summer Intern, and core volunteers recovered 9020 lbs of fruit that would otherwise go to waste. UB will be reconsidering our efforts for 2022 as we move this program forward. Many recipient organizations noted that they lack the resources and storage space to accept fruit.

The Kids in the Garden Program was in full swing as schools opened up for in-person lessons. UB worked with five elementary schools and facilitated workshops for three high schools in 2022. We also worked with a group of homeschoolers for the first time. Outdoor learning has become part of the education landscape, and teachers, support staff, and administrators would like to have us back next year.

UB scaled back involvement in the emergency food scene but maintained a supporting role for a partner agency, Inclusion BC. We prepared weekly meals for 50 people with donations from the Richmond Food Bank and this program provided a dignified way for families to nourish themselves.

UB also hired Dena Kae Beno as a contract fund developer. Dena worked closely with the Executive Director and strategized on many successful grant applications to increase the capacity and growth of the organization. Strategic fund development will let UB make meaningful community impacts in the future.

As we grow, I'd like to take this opportunity to thank our funders, volunteers, staff, and Board of Directors for supporting the work we do. The future looks bright, so please keep in touch and follow us on our journey.

With Gratitude,

Tan Lai

Executive Director, Urban Bounty

Financials Reports

RICHMOND FOOD SECURITY SOCIETY

Statement of Financial Position
(Unaudited)

| | March 31, 2022 | March 31, 2021 |
|--|-------------------|-------------------|
| Assets | | |
| Current assets: | | |
| Cash | \$ 346,682 | \$ 285,706 |
| Gift cards | 19 | 19 |
| Accounts receivable | 9,145 | 4,275 |
| | <u>355,846</u> | <u>290,000</u> |
| Capital assets | 1,442 | 5,843 |
| | <u>\$ 357,288</u> | <u>\$ 295,843</u> |
| Liabilities and Fund Balances | | |
| Current liabilities: | | |
| Accounts payable and accrued liabilities | \$ 8,172 | \$ 6,867 |
| Deferred revenue | 242,204 | 164,027 |
| | <u>250,376</u> | <u>170,911</u> |
| Business Loan | - | 40,000 |
| Net (deficit) assets: | | |
| Unrestricted | 76,912 | 64,949 |
| Internally restricted | 30,000 | 20,000 |
| | <u>106,912</u> | <u>84,949</u> |
| | <u>\$ 357,288</u> | <u>\$ 295,843</u> |

Approved on behalf of the Board:

Phil Carriere

Phil Carriere (Chair 24, 2021-23, 2020-21, 2019-20)

Director



Director

RICHMOND FOOD SECURITY SOCIETY

Statement of Operations

| | March 31, 2022 | March 31, 2021 |
|------------------------------------|-------------------|-------------------|
| Revenue: | | |
| Grants - federal | \$ 12,073 | \$ 13,643 |
| Grants - municipal | 11,864 | 12,000 |
| Grants - provincial | 132,946 | 104,677 |
| Grants – foundations and others | 48,751 | 82,870 |
| Donations and fundraising | 26,252 | 11,429 |
| In-kind donations | 41,973 | 45,451 |
| Payment processing fee | 456 | 1,137 |
| Program fees | 119,237 | 91,412 |
| Interest income | - | 50 |
| Other income | - | 25,663 |
| Gain/(Loss) on sale of assets | 3,936 | - |
| | 397,488 | 388,332 |
| Expenses: | | |
| Advertising | 375 | - |
| Bank charges and interest | 198 | - |
| Communication | - | 25 |
| Contract labor | 26,847 | 38,600 |
| Depreciation | 572 | 572 |
| Donations and fundraising expenses | - | 985 |
| Dues and subscriptions | 487 | 387 |
| E-payment processing fees | 450 | 780 |
| Food | 13,512 | 27,781 |
| Honorarium | 450 | 3,413 |
| In-kind program expenses | 17,398 | 20,876 |
| In-kind rent | 24,575 | 24,575 |
| Insurance | 1,264 | 1,251 |
| Information technology | 11,434 | - |
| Licenses and permits | 1,997 | 1,956 |
| Office supplies | - | 74 |
| Printing and reproduction | 129 | 377 |
| Professional development | 678 | - |
| Program expenses | 25,032 | 30,994 |
| Salaries | 241,816 | 195,689 |
| Taxes paid - CRA | 3,764 | - |
| Telephone | 1,253 | 1,603 |
| Travel | 3,294 | 4,027 |
| | 375,525 | 352,336 |
| Excess of revenue over expenses | \$ 21,963 | \$ 34,367 |

Donors, Funders, Partners and Affiliates

