



## **Sprout Kitchen Society**

### **Board Meeting Agenda**

**May 27, 2022, 2:00 pm, Zoom**

A regular meeting of the Board of Directors of Sprout Kitchen Society was held on May 27, 2022 at 2:05 on Zoom.

1. a) Board Members Present:

Lynda Atkinson  
Dyon Armstrong  
William Miller

b) Board Members Absent:

Brianna van de Winjngaard  
Jas Sabbarwal

c) Quorum present? Yes

d) Others Present:

Amy Reid  
Kate Patterson

2. Approval of the Agenda

- a. Lynda moved to approve the agenda. Dyon seconded.

3. Adoption of Minutes- April 22, 2022

- a. Lynda moved to adopt the minutes. Dyon seconded.

4. Updates

- a. Kate gave update on new members and news. Was suggested that Sprout contact the local paper for an article now that the kitchen is in operation. Kate to follow up.

5. Follow up on insurance questions from last meeting

- a. Kate met with Integris Insurance agent. The amount of insurance paid for the year was correct as the three year policy is paid in installments each year. However, co-packing

and cooking classes are included in existing insurance and Sprout Kitchen will not be charged extra to add co-packers as additional insured.

6. Funding for staff positions update

- a. Amy Reid confirmed the Red Cross Funding has been confirmed and we should know very soon about the BC Ministry of Agriculture and Food funding application. Thank you to Amy for the hard work on these applications.

7. Food Event

- a. Update on Food event. It is a salsa making competition in collaboration with Community Futures and will be held at the Quesnel Farmers Market in August. Sprout Kitchen will set up a booth with posters and information.

8. Façade grant application

- a. Discussed different options. Kate to apply for an extension as the deadline for applications is May 31 and will circulate all quotes once finalized for the board to decide.

9. Discussion of co-packing plan

- a. The Board supported moving forward with the co-packing policy and pricing that was circulated to the board as a living document that can be revisited and changed as needed.

10. Comments

- a. William brought up the BC gourmet food festival in Prince George July 10-12 and suggested Sprout Kitchen could attend.

11. Adjournment

- a. Lynda moved to adjourn the meeting at 2:45.