

CAFÉ HIVE, COOPÉRATIVE DE SOLIDARITÉ | HIVE CAFÉ, SOLIDARITY
COOPERATIVE
Annual General Meeting Minutes

Date: Thursday, October 22nd, 2020

Time: 05:39 PM

Location: Zoom

Chair: Olivia Champagne

Scrutineer: Jake Ryan

Secretary (Minute-taker): Hunter Skahan

- Opening remarks (5)
 - We reached quorum!
 - Olivia introducing the AGM and the agenda for the evening
 - 7th agm. Goodbye Chloe, general coordinator of many years!
- Guidelines to vote (motions) (5)
 - Chloe explains how to vote (someone needs to propose and second the motion, space to ask Qs, etc then vote). For today, we will use polling, Jake will be posting the poll. If u want an abstention noted, message Jake privately. Use your name when making a motion verbally.
- Approval of Roles (5)
 - Chair and Secretary and Scrutineer
 - Motion to appoint Olivia, Hunter, Jake: motioned by Shylah seconded by Emma Campbell and thirded by Luna
 - Elections Officers
- Approval of agenda (5)
 - Larissa motions to approve agenda, Kiah seconds, agenda is approved
- Approval of [2019 AGM minutes](#) (5)
 - Cory motions to approve, Roy seconds. approved
- Present Annual Report (30)
 - Cafe
 - Chloe gives both cafe reports (see AGM report)
 - Worker members -- Jake gives worker member report (see AGM report)
 - Art Gallery -- Kiah gives Art Committee report
 - Kitchen & Catering
 - Hunter gives Kitchen Report
 - Free Lunch
 - Paulina gives HFL report
 - Events
 - Calvin gives Events report
 - Board of Directors
 - Board Committees
 - Marketing & Engagement -- Chloe gives M & E committee report
 - Food Comm--report given by Hunter Skahan
 - Human Resources--Roy gives HR committee report
 - Governance--given by Aaron Acosta

- BoD report given by Olivia Champagne
 - Exec committee report given by Olivia
 - Finance Comm report given by Chloe
- Raffle (10)
 - Prize time!!! Aaron will conduct the raffle. Prize won by Jorge. There will be another raffle afterwards
- Review of Budget (10)
- Approval of Financial Statement Review (5)
 - Olivia reads out approval of financial statement review. Chloe motions, Jake seconds motion. Motion passes
- Review & Approval of Financial Report (15)
 - Olivia presents financial review. We made around 47000\$ sales less, probably due to pandemic. We made more sales per month but we had to close for the last couple months. CoGs only increased marginally, some items increased in price but we didnt increase prices on menu to keep prices low for users. Overall admin expenses decreased, partly due to covid layoffs, otherwise things were stable nothing was outstanding in a negative sense. We have a balanced budget but are still running a deficit.
 - Larissa asked about accounting and legal fees (they doubled). Chloe said the review had to keep being re-done due to some mistakes. It was about 5000 for the audit, we did switch to a new bookkeeper this year, could have also had an impact.
 - Increase in success, partly due to new kitchen, increase and bill was footed by the CSU and Concordia
 - Approval of financials. Approval of Reviewer: Calvin motions to approve the reviewer and appoint Deloitte, Sebastian seconds. Motion passes
- Approval of This Year's Financial Statement Reviewer
 - Chloe presents new budget. Typically we have a budget for cafe and a second budget for HFL. but this year due to no cafe, we just have one single budget. There is a small amount of cafe sales: coffee bean sales to get rid of inventory. We still get some of our grants and are getting a loan, included in our revenue. HFL surplus. CoGs=food costs in MoW program. Payroll is largest expense, General Coord has remained on. Still have bookkeeper. Labor for HFL program. HFL coords were re-hired last week. Shylah asks had budget always accounted for property taxes. Chloe says yes at least in the past 2 years. Larissa asks how many coordos currently. Chloe answers: 1 general coordinator, 4 HFL coordos, one bookkeeper. Olivia says we are running a deficit but it is v unlikely we will spend all this money. Chloe also mentions even though were closed we still have to pay things like internet and POS system, which is a cost. We will be purchasing a vehicle this year. Monica asks is there a way for us to hear the news of this year's plans/activities for professional development. Chloe says: visioning was held over the summer, mostly internal for our workers. Paulina says more specific deets will be coming in a few weeks but for now: we are adapting HFL program to ensure our community will still be fed, hoping to provide students w 2-3 meals, gf, nut freem vegan, either picked up or delivered (in fancy new vehicle). Olivia says, When the cafe reopens, we will need to revision and adapt out of the pandemic. Monica asks about some skill share and workshop around internal

communications.

- Elections (20)
 - Calvin introduces BoD
 - BoD expectation and requirements: time reqs: 4-5 hours. 1 monthly BoD meeting, and 2-3 hours for your committee, depending on committee. As part of the BoD u have to be part of one committee. Great opportunity to learn, engage, help the Hive! There will be training sessions for new BoD members, given by Shylah. Free coffee once we reopen! Team is a pleasure to be a part of. Current bod presented by Olivia. Melissa was voted as an interim Loyola rep worker member of the BoD. Vote: Danick Carpenter votes to motion, seconded by Eduardo. Motion passes. Welcome Melissa!
 - Candidate presentations
 - Seats available: 2 student user member seats, one community, one community support, one mezz worker member, 3 professor seats. Question from Danick: why are prof seats not open to other Concordia staff. Olivia says its something in the bylaws, maybe GovCom can look into changing that. Danick feels that librarians etc might also be interested. Jake asks how this bylaw might be changed. Chloe says to suggest GovCom look at it, maybe for next BoD.
 - Olivia will call on people and they will give short intro of themselves.
 - Luna: worker member seat. motivated to be running for BoD, they were working for HFL but are currently in US and they want to stay involved.
 - Danick: community seat. Ex-student, graduated in 2015/2018, currently works as a student for video games and and has been involved with coops and reseau startup. Looking to get involved w the hive and bring a perspective of working w staff and and different workers within organizations
 - Chloe: been involved w the hive since it started. Was GC, before she was the cafe coordinator, still passionate about the hive but wants to be involved in a less hands-on way, currently completing a masters in coops.
 - Melissa; currently in 3rd year at concordia, passionate about food sovereignty and coffee, wants to make sure workers needs are heard and paid attention to
 - Vote tallying. Luna and Corrinne will be omnibused in bc they are uncontested. Community seats will be voted on. Jake is running the poll. Chloe was voted in
 - Discussion w current BoD after this for filling empty seats (since no profs want to run and Danick was interested)
- Raffle (5)
 - Sebastian wins raffle
- Volunteer appreciation (10)
 - Chloe says Usually at this time we give out little gifts and regrets we cant this year. Weve had a great BoD. First off thanks to Olivia, new president. Next, special thanks to Roy who has put in a lot within HR and on HFL. Next, thanks to Leigh. Next thanks to Jake, Aaron, Eduardo and Chloe!! Special thanks to Coco, Jordan, Pantelli, Ben, Angele.

- Community Announcements (10)
 - Sebastian plugs SAF's agm next thursday at 5:30. The CUTV agm is Weds @6pm.
- Adjournment (3)
 - Chloe thanks everyone for coming!! Yay we made quorum
Olivia motions to adjourn, seconded, motion passes.
Larissa says this is the best zoom agm she's been to! yayyyyy!