

# The Back Kitchen

-- Amherst Island --

## Amherst Island Community Café – The Back Kitchen

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ANNUAL GENERAL MEETING

JANUARY 21, 2018

2:00 – 3:30PM

BACK ROOM

[AMHERSTISLANDCAFE@GMAIL.COM](mailto:AMHERSTISLANDCAFE@GMAIL.COM)

# Agenda

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## 2017 – Year in Review

- Highlights
- Lessons Learned
- Financial Results

## 2018 – Looking Forward

- Renovations
- Staffing
- Menu

Election of Directors

Q&A, Wrap Up

Refreshments



# Mission & Values

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The Amherst Island Community Cafe is a volunteer operated restaurant that aims at serving good quality food, support local growers, hire and train local students and promote & host local events

## **Mission Statement**

The Amherst Island Community Cafe exists to foster the community.

## **Core Values**

There are three core values- Community – Local Products- Environment

Rooted in these three values are the seven core operational values which guide all aspects of the enterprise.

**Compassion:** We reach out to others and care for them.

**Respect:** We promote the dignity of all persons

**Excellence:** We strive to be the best at what we do and a model for others to emulate.

**Integrity:** We are honest, trustworthy, and accountable.

**Relevance:** We are committed to the pursuit of innovation and effectiveness.

**Co-operation:** We encourage and foster teamwork and partnerships

**Celebration:** We give thanks by marking milestones and successes.

# 80+ Active Volunteers and Supporters

## 1600+ hours

### WOW!!!!!!

“It’s nothing if it’s not ‘we’!”

Diane Pearce



# 2017 Highlights

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Renovations

Grants

New Manager

Returning and new staff

New Menu

AIMS Breakfasts/WI Thursdays

Fish Frydays

Sunday Dinners

Soups and Specials

Sing A Longs

Local Artists

Trivia Night

Cardboard Wars

New Picnic Tables (donated)

Open until Thanksgiving

Community Thanksgiving

Halloween

New Holiday Treats



# 2017 – Renovations

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Thank you to our “facilities crew”  
– Dayle, Keith, Jacob

- Reconfigure Wash Up Area and Prep/Service Counter
  - Equipment Wish List
    - Grill/Oven \$3795
    - 3 Compartment Sink \$995
    - Portable Steamwell \$295
    - Heat Lamp \$320
    - Toaster \$795
    - Total \$6200
    - Grease Trap \$1000
- Made possible by generous support from Lennox and Addington Community Foundation, AIMS, AI WI, and Topsy Farms!



# 2017 – Lessons Learned

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1. Our volunteers rock!
2. The community continues to be very supportive
3. Supporting student employment contributes to the community
4. A non-student manager to oversee daily operations and financial reporting drives better results
5. Simple, good food sells best
6. Weather is a factor that affects sales
7. There is business potential beyond the summer



# 2017 – Financial Results

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Preliminary Income Statement and Balance Sheet		2016	2017
Sales	Food Sales	\$78963	\$85525 +8.3%
	Donations and Grants	\$9785	\$19794
	Total Revenue	\$88748	\$105319
Expenses	Food and Supplies	\$37774 (47.8%)	\$42675 (49.9%)
	Payroll	\$35013 (44.3%)	\$33395 (39.0%)
	General & Admin	\$15849 (20.0%)	\$19201 (22.5%)
	Total Expenses	\$88637	\$95271
Net Income		\$111	\$10048



# 2017 – Financial Results

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<b>Assets</b>	<b>2016</b>	<b>2017</b>
Cash	\$4841	\$11210
Capital Assets & Goodwill	\$7859	\$8830
<b>Total Assets</b>	<b>\$12700</b>	<b>\$20040</b>
<b>Liabilities</b>		
Gift Cards	\$962	\$730
HST Owing	\$7830	\$8854
Loans	\$3795	\$146
<b>Total Liabilities</b>	<b>\$12589</b>	<b>\$9730</b>
<b>Equity</b>	<b>\$111</b>	<b>\$10310</b>
<b>Total Liabilities and Equity</b>	<b>\$12700</b>	<b>\$20040</b>

# 2018 - Staffing

- **Volunteers**

- Hands on kitchen shifts
- Gardening
- Garbage
- Order Pick Ups
- Serving and Cleaning
- Maintenance and Renovations

- **Working Manager**

- Daily Cash and Expense Reporting
- Ordering
- Menu Planning
- Staffing (Volunteers and Paid Staff)

- **Student Staff**

- New and Returning



# 2018 - Menu

- Simple core menu – good, local food
- Daily/weekly features
- Soups!
- Fish Fryday
- Guest Chef Dinners –Sunday Supper
- All Day Breakfast
- Coffee Club
- Flat Bread Pizza
- Rotisserie Chicken?



# 2018 – Renovation Wish List

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- Accessible Ramp
- Bathroom Floor
- Kitchen Floor (?)

## Win the Lottery List

- Pizza Oven
- Rotisserie Chicken Oven



# Election of Directors

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2016 – 2018

Diane Pearce - Chair

Lorna Willis – President

Ian Murray – Vice-Chair

2017 – 2019

Blair Anderson – Treasurer

\_\_\_\_\_ - Volunteer Coordinator

Terry McGinn – Secretary (ex-officio)

Renee Minville - Bookkeeper



# Operations Advisory Committee

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Goal: To support the operation of the BK

Activity: Meet regularly through the season  
Provide feedback and suggestions  
Assist with special events

Membership: 3 – 5 members + board member(s) + manager  
Sub Committee of the BOD



# Capital Committee

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Goal: Raise capital to Purchase the Property

Activity: Apply for Charitable Organization Status  
Apply for available grants  
Plan capital campaign

Membership: 3 – 4 members + 1 board member  
Sub Committee of the BOD



# Q&A

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Thank You!!!!!!

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Volunteers

Supporters

Board

Customers

Staff

Management Committee