



REPORT

From the office of the...

Food Collective Centre Director

TO: Members of the Executive Board
FROM: Ella Ying
SUBJECT: Food Collective Centre Report 1
DATE: August 14th, 2024

Yearplan Update

FCC is continuing to follow the year plan. Our first round of (upper year) volunteer hiring was very successful with over 85 applicants. All group interviews are completed, and we are now finalizing our decisions. FCC executives have biweekly meeting, where we share our progress and updates. Lockers of Love remains as our main service for the summer, and we will be restocking soon as certain items are running low. Furthermore, the fridge and freezers, previously known as Community Fridge, had been relocated to the Hub. The SWC, MSU, and FCC collaborated on an email template that will be used to find partnerships.

Events, Projects, & Activities

General Service Usage

The only in-person service that is currently running is Lockers of Love. On a regular week, there are around 5-10 orders.

Projects & Events: Lockers of Love (On-going)

The Locker has not been restocked in August. AD is planning to restock some popular items next week. We are continuing to fulfill orders that come in throughout the summer.

Projects & Events: Upper Year Volunteer Hiring (Ongoing)

All the group interviews are completed and the hiring process was very smooth. This was the highest number of volunteer applications FCC had ever received (~90 applicants). We interviewed around 60 applicants, and we planned to accept ~40 students. All successful applicants will be contacted this week.

Projects & Events: Gifting of Community Fridge (Ongoing)

We are continuing to follow the timeline for the FCC fridge. Over the past month, we created our email template and donation guideline for outreach purposes. This template was finalized and edited by the SWC, FCC, and MSU (including MSU Underground). In late July, the freezer and fridge (previously known as Community fridge) has been relocated inside the Hub. The FCC and SWC team cleaned the fridge and freezer thoroughly and they are currently unplugged.

Projects & Events: Welcome Week and Club Fest

The FCC will be attending the Health Sciences Faculty Fest on August 27, Maroon's game on August 29, and ClubsFest on September 3rd or 4th. FCC Promotions Coordinator is in the process of making a new pull up banner for these events.

Outreach & Promotions

Summary

We are interacting with MSU members through emails and our social media platforms (Instagram, Facebook, and Twitter).

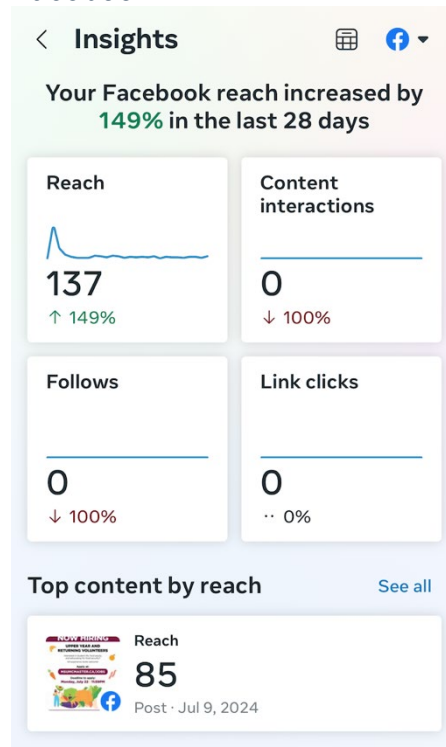
Promotional Materials

N/A

Social Media Engagement since the Previous Report

We have not posted any new content since the upper year hiring post. These screenshots include statistics for the past month (early July- early August). We have seen an increase in engagement since the upper year hiring post was released.

Facebook



Instagram



Finances

Budget Summary

We have recently purchased supplies for our Lockers of Love and Good Food Box services and office supplies for the FCC space.

ACCOUNT CODE	ITEM	BUDGET / COST
5003-0318	FCC – OFFICE SUPPLIES	\$100.00
	TOTAL SPENT IN LINE	\$58.44
	REMAINING IN LINE	\$41.56
5003-0318	FCC – TELEPHONE	\$400.00
	TOTAL SPENT IN LINE	\$0.00
	REMAINING IN LINE	\$400.00
6102-0318	FCC – ANNUAL CAMPAIGNS	\$2,200.00
	TOTAL SPENT IN LINE	\$0.00
	REMAINING IN LINE	\$1,600.00
6103-0318	FCC – GOOD FOOD BOX EXPENSE	\$900.00
	TOTAL SPENT IN LINE	\$32.00
	REMAINING IN LINE	\$868.00
6494-0318	FCC – VOLUNTEER RECOGNITION	\$400.00
	TOTAL SPENT IN LINE	\$0.00
	REMAINING IN LINE	\$400.00
6501-0318	FCC – ADVERTISING & PROMOTIONS	\$2,200.00

	TOTAL SPENT IN LINE	\$0.00
	REMAINING IN LINE	\$2,200.00
6603-0318		
6603-0318	FCC - RESERVE	\$3,000.00
	TOTAL SPENT IN LINE	\$1,000.00
	REMAINING IN LINE	\$2,000.00
TOTALS		
TOTAL BUDGETED DISCRETIONARY SPENDING		\$9,200.00
TOTAL ACTUAL DISCRETIONARY SPENDING		\$1,073.56
REMAINING DISCRETIONARY SPENDING		\$8,126.44

Executives & Volunteers

The morale of the team is great. Everyone has settled into their role and began planning for the school year. We continue to have biweekly meetings with the entire team, and everyone is engaged during these meetings. We started using mini iMessage group chats for quick communication between co-coordinators, AD and Director.

Successes

The first round of hiring was very successful with the implementation of new interview questions. For Lockers of Love, we have continued to receive a steady amount of orders and there were no security issues. Another success is that the FCC fridge and freezer were relocated to the Hub and thoroughly cleaned. Finally, all the executives are settling well into their roles, and everyone feels motivated for the upcoming school year.

Current Challenges

For the upper year hiring process, it was difficult to schedule group interviews, and a few interviewees would cancel at the last minute. We scheduled these interviewees for a 1:1 interview with the same questions. For the next round, I will be conducting interviews in person and ensure that the process for cancelling an interview is clearer (ie. interviewee must notify us at least 2 days before).

Miscellaneous

AD, D, and Promotions coordinator completed in-person training with the MSU Underground.

We have contacted MSU Maroon and Spark about the Marauder Games and Spark webinar, respectively.

We are planning a collaboration with VP Education from MSU on a food security campaign that also promotes the opening of community kitchen space.