



Feeding Families, Fueling Hope for 30 Years

Interfaith Food Ministry 2017 Year-end Annual Meeting January 23, 2018



Feeding Families, Fueling Hope for 30 Years

Agenda

- | | |
|-------------|--|
| 9:00-9:15 | Opening Remarks, Introductions, Prayer, Confirm Voting Quorum |
| 9:15-9:25 | Vision, Mission, Guiding Principles |
| 9:25-9:45 | 2017 Year-end Review <ul style="list-style-type: none">- Accomplishments- Challenges- Distribution Facts- Financials |
| 9:45-10:45 | 2018 Plan and Budget <ul style="list-style-type: none">- Major Areas of Focus & Assumptions- Grants and Fundraising- Employee Scenario Analysis- Motions to Approve 2018 Plan |
| 10:45-11:00 | General Business <ul style="list-style-type: none">- IFM Board Officers – Motion to Approve- Motion To Approve November 2017 meeting minutes- Easter distribution changes- IFM positions needed- Closing Remarks |

IFM Vision and Mission

Vision

A community where no one should feel the hurt of hunger.

Mission

Interfaith Food Ministry feeds the hungry and works to reduce food insecurity in Nevada County. We help to sustain health, human dignity, and the opportunity for individuals to realize their full potential.

Guiding Principles

- **Stakeholders United To A Common Purpose**
- **Superior Financial Performance, Integrity & Stewardship**
- **Volunteer & Organizational Development**
- **Deliver Through Operational Effectiveness & Efficiency**



Feeding Families, Fueling Hope for 30 Years

2017 Review

2017 Accomplishments

➤ Collaboration

- With United Way established Saturday distribution once/month for working families.
 - Successful pilot program with Riverhill Farms to bring more local produce to IFM clients.
 - Supported Project Heart goals by providing use of Suite A space twice/week at no charge.
 - Public health & nutrition – UC Davis case study, diabetes education, 15 cooking classes.
 - Brought Raley's first Farmer's Market to IFM.
 - Successfully worked with GVPD to support homeless issues.
- Responded to security/safety concerns and supported CalFresh by hiring a pt “Monitor”.
- Implemented new holiday distribution model resulting in less traffic to neighbors while increasing number of clients served.
- Increased capacity of solar system by **15%** at no cost to IFM (thanks DC Solar).
- Exceeded revenue projections by **22%** through various fundraising and donor outreach campaigns.
- Exceeded Matching campaign goals, increased Facebook followers by **19%**, # of donors increased by **8%**, avg donation increased by **16%**. Note: Source Donor Tools
- Created new IFM “Providing Hope” video and six client vignettes for social media.
- Established Store Ambassador program.

2017 Challenges

- Challenge to find Drivers, Store Ambassadors, Treasurer, and Leadership.
- Collaboration time intensive - United Way, GVPD, Riverhill Farms, FBNC, Placer Food Bank, Public Health, Salvation Army, Ladies Relief Society
- Transportation of food.
- Safety and security issues related to a few client behavior issues.
- Cancelled Hunger Run in Grass Valley due to high costs.
- Create a diverse systematic sustainable Development Plan to meet annual funding needs
- Grants received slightly less than expected.
- Increasing pressure and requirements on ED and DD to maintain current operations, revenue expectations, and pace of change.

2017 Distribution Facts

Client Demographics

- Adults 75%
- Children 25%
- Seniors (55+) 24%
- Homeless 6.3%
- Average Income - \$1092/mo or \$13,104/yr

Client Trends

- New families: **747 +2.6%**
- Families Served: **3449 +4.7%**
- Individuals Served: **7793 +2.9%**
- Average Family size: **2.4 -7.7%**

Distribution

- Total client visits: **25,771 +9.4%**
- Average visits per distribution day: **170 +10.7%**
- Amount of food given families: **+10.2%**
- Open 152 days for regular distribution and **8** Saturday distributions.
- Holiday Meals (Easter, Thanksgiving, and Christmas) to **3341** families.
Given on regular distribution days **+58%**
- 101,943 grocery bags of food: **+10.2%**

2017 Financial Report

Summary Balance Sheet

Preliminary

	<u>Total</u>
ASSETS	
Current Assets	
Bank Accounts	247,672.82
Other Current Assets	33,588.29
Total Current Assets	\$281,261.11
Fixed Assets	846,957.01
TOTAL ASSETS	\$1,128,218.12
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	0.00
Other Current Liabilities	32,473.60
Total Current Liabilities	\$32,473.60
Long-Term Liabilities	225,794.49
Total Liabilities	\$258,268.09
Equity	869,950.03
TOTAL LIABILITIES AND EQUITY	\$1,128,218.12

2017 Financial Report

Profit & Loss Statement

Preliminary

January - December 2017

	<u>Total</u>
Revenue	
40000 Business Contributions	26,056.25
42000 Individual Contributions	298,572.19
43000 Fundraisers	147,137.25
44000 Grants/Other	86,747.30
Total Revenue	<u>\$558,512.99</u>
Gross Profit	\$558,512.99
Expenditures	
70000 Food and Food Supplies	308,638.50
73000 Staff Expense	48,958.81
75000 Operations Expenses	94,792.89
Total Expenditures	<u>\$452,390.20</u>
Net Operating Revenue	\$106,122.79
Other Revenue	
80000 Donated Goods and Services Rev	1,570,887.56
Total Other Revenue	<u>\$1,570,887.56</u>
Other Expenditures	
85000 Donated Goods and Services Exp.	1,570,887.56
Total Other Expenditures	<u>\$1,570,887.56</u>
Net Other Revenue	<u>\$0.00</u>
Net Revenue	<u>\$106,122.79</u>

2017 Financial Report

Performance Highlights to Budget

➤ Revenue (\$76.5 K favorable)

- Individual donations favorable by \$60.6K (especially at holidays)
- Fundraising
 - Matching Campaign favorable by \$12K
 - Riverhill favorable by \$13K
- Grants fell short by \$6.1K due to Food Access Saturday – estimated at \$12K and billed at \$4.6K

➤ Expenses (\$14K unfavorable)

- Food \$12.6K higher than budget (Riverhill)
- Staff Expense over budget by \$2.8K (Monitor position approved mid-year)
- Operations expenses overall right on the money
 - Largest variances were Utilities overspent by \$3.6K (not enough panels) offset by favorable Loan Interest of \$2.4K with loan paydown

➤ Balance Sheet

- Ending cash position \$247.7K



Feeding Families, Fueling Hope for 30 Years

2018 Plan & Budget

2018 Major Areas of Focus

- Replace/hire key positions
 - Hire new ED by April 1, 2018.
 - Hire new Monitor
 - Replace volunteer Treasurer position
 - Other key volunteer positions needed – Leadership & Drivers
- Create a diverse systematic sustainable Development Plan to meet annual funding needs.
 - Meet revenue goals per operating plan & budget.
 - Seek new grant opportunities
 - Increase followers of IFM's Newsletter, Facebook & Website
 - Implement Planned Giving program
- Maintain or enhance community collaboration - Cal Fresh, UW, Public Health (diabetes), Placer FB, FBNC, Food Council.
- Work with Placer Food Bank to obtain a truck for food transportation.
- Deepen implementation of Nutrition Policy
 - Continue cooking classes
 - Provide more organically grown local produce to our clients.
 - Continue to seek more nutritional food options.

2018 Operating Plan and Budget - Major Assumptions

- Revenue projected lower than 2017 - \$105.2K
 - Holiday donations exceeded budget by \$58.9K – assumed not to be repeatable as it has never been that high
 - Fundraising is flat Year over Year
 - Down by \$34K for no gala which is offset by \$18K in Sponsor a Family, \$10K for Recurring Campaign, \$6.5K for Independence from Hunger and \$2.0K for Benefit Mobile
 - Lower grants/Other (primarily CSBG funding ending) – \$32K
 - Raley’s fundraising is budgeted conservatively as it fluctuates - \$6.5K
- Food expenses to increase 3.7% from \$308.6K to \$320K (inclusive of Riverhill, other farm fundraising and Food Access Saturday).
- Increase Salary Expense – ED position changes from pt to ft 40 hr position. Monitor position all year, and Overlap ED as needed for training/support.
- Operating Expenses expected to be pretty flat year over year with exception of external audit and solar savings in utilities.
- Excess cash in 2017 will be used to invest in operations – Ft ED & Food.
- No loan pay-down in 2018 – next decision point will be the end of 2018 for possible payment to be made in 2019
- Cash reserves increasing from \$151k 2017 as required per guideline to \$190K

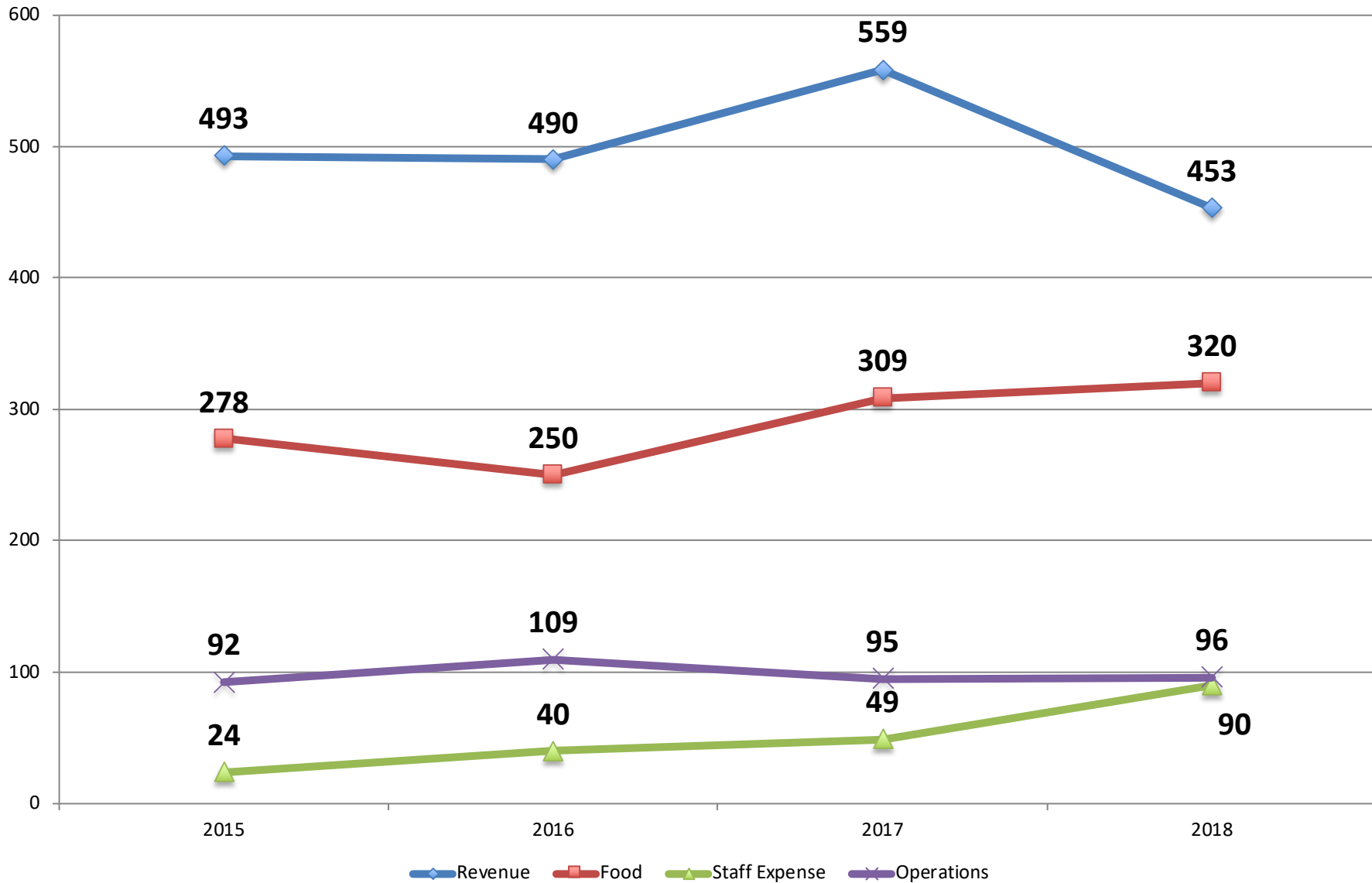
2018 Operating Plan and Budget

Approved Budget

	Jan - Dec 2017	Jan - Dec 2018	YoY
Revenue			
40000 Business Contributions	26,056.25	18,770.00	-7,286.25
42000 Individual Contributions	298,572.19	231,500.00	-67,072.19
43000 Fundraisers	147,137.25	147,700.00	562.75
44000 Grants/Other	86,747.30	55,350.00	-31,397.30
Total Revenue	\$558,512.99	\$453,320.00	-\$105,192.99
Gross Profit	\$558,512.99	\$453,320.00	-\$105,192.99
Expenditures			
70000 Food and Food Supplies	308,638.50	320,000.00	11,361.50
73000 Staff Expense	48,958.81	90,063.44	41,104.63
75000 Operations Expenses	94,792.89	96,010.80	1,217.91
Total Expenditures	\$452,390.20	\$506,074.24	\$53,684.04
Net Operating Revenue	\$106,122.79	-\$52,754.24	-\$158,877.03
Other Revenue			
80000 Donated Goods and Services Rev	1,570,887.56	1,531,400.00	-39,487.56
Total Other Revenue	\$1,570,887.56	\$1,531,400.00	-\$39,487.56
Other Expenditures			
85000 Donated Goods and Services Exp.	1,570,887.56	1,531,400.00	-39,487.56
Total Other Expenditures	\$1,570,887.56	\$1,531,400.00	-\$39,487.56
Net Other Revenue	\$0.00	\$0.00	\$0.00
Net Revenue	\$106,122.79	-\$52,754.24	-\$158,877.03

Trended P&L

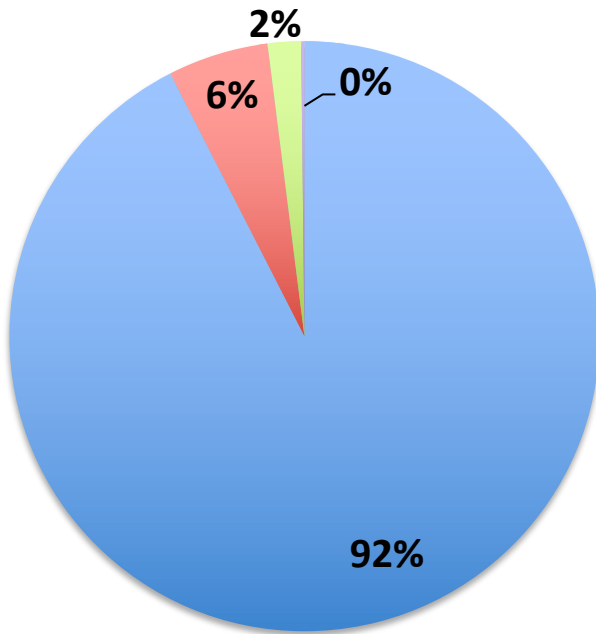
2015-2018



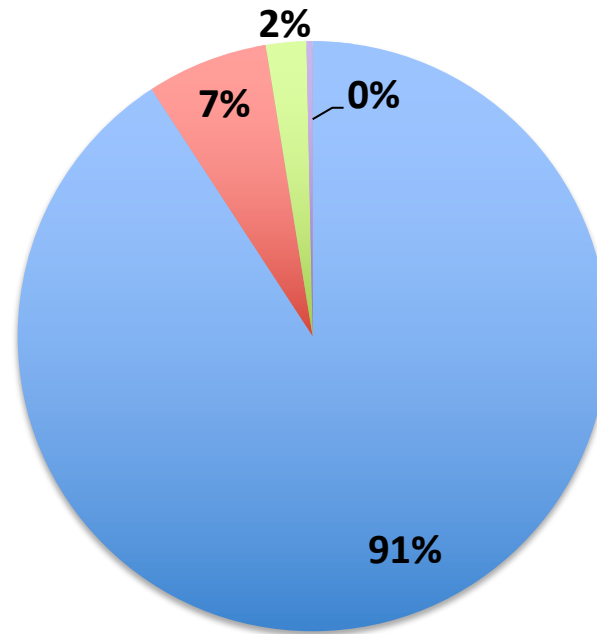
2017 vs. 2018

Expense Allocation - Food, Donated Food & Food Program

2017
98.0% Actual vs.
Projection of 98.0%



2018
Projection
98.1%



■ Food ■ Food Program ■ Fundraising ■ Admin

2018 Operating Plan

Grants (\$47.8K Budgeted/\$58.5K Ask)

Church of LDS	- \$3K/\$3K	Grass Valley Elks	- \$2K/\$2K
Nevada City Elks	- \$1K/\$2K	Safeway	- \$1.2K/\$2.5
SaveMart Cares	- \$3K/\$3K	Soroptimists GV	- \$1K/\$1K
Soroptimists SF.	- \$1K/\$2K	Teichert Grant	- \$4K/\$6K
United Way	- \$7K/\$9K	Wells Foundation	- \$3K/\$12K
WestAmerica Bank	- \$.5K/\$1K	CSBG*	- \$15.9K/0K
Food Access Saturday	- \$5.4K		

*Last allocation from 2016 CSBG grant

New Applications

AARP - \$0K/\$15K

Grant Committee - Kate Laferriere, Lise Hineman & Rick Kahil

2018 Fundraisers with Goals

Fundraisers Sponsored by IFM

	<u>Timeframe</u>	<u>Revenue</u>
• Matching Campaign	March 2018	\$90,000
• Benefit Mobile	April 2018	\$2,000
• Recurring Campaign	May 2018	\$10,000
• Paulette's Spaghetti Dinner	Sept 2018	\$5,200
• Hunger Run	Oct 6, 2018	\$12,000
• Sponsor a Family For Holiday Meals	Nov & Dec 2017	\$18,000

Fundraisers Coordinated With Other Organizations

• Amazon Smile	Ongoing 2018	\$400
• E-Scrip Sign-ups with SPD & Save Mart	Feb 2018	\$5,400
• Shred Day with Owens Financial	May 20, 2018	\$4,000
• Independence From Hunger w/Grocery Outlet	June 2018	\$6,500

Motions



- Motion #1 - Vote to select Employee Scenario Options 1, 2, 3a, 3b, or 3c as presented at the 2017 Year-end Annual Meeting of January 23, 2018.
 - Option 3c to hire ft Executive Director with salary to be negotiated was selected by a majority vote 12-1.
- Motion #2 - Approve paying down the USDA loan by \$0 in February 2018.
 - It was unanimously agreed not to pay down the loan in 2018 unless sufficient funds are available at the end of fy2018.
- Motion #3 to approve the 2018 Operating Plan & Budget in accordance with Motions 1 & 2 vote.
 - The 2018 Operating Plan & Budget was unanimously approved.

Note: Based upon Motions 1 and 2 vote the final detailed 2018 Operating Plan and Budget will be provided to the Board via email and posted on IFM's website within 2 weeks of the annual meeting. Any questions regarding the final budget can be discussed at the February Board meeting.



Feeding Families, Fueling Hope for 30 Years

General Business Agenda

10:45-11:00 IFM Board Officers – Motion to Approve
Motion To Approve Nov 2017 mtg minutes - **Approved**
Easter distribution change
IFM Positions needed
Next Board meeting February 27, 2018

Closing Remarks

2018 IFM Board Officer Vote



➤ Nominees

- President – Bob Thurman
- Vice President – Rick Kahil
- Treasurer – no nominations
- Assistant Treasurer – Karen Holt
- Secretary – Mary Ellen Tracy

➤ **Recommended Motion:** To approve all nominees for 2018 IFM Board officer positions as listed above.

- All nominees were approved for one year term.



Feeding Families, Fueling Hope for 30 Years

Wanted

- IFM Executive Director – Paid position, FT, 40hr/week, salary based on exp.
- Monitor – Paid, PT, 9hrs/week, \$12/hour
 - Supports CalFresh signup program
 - Primary poc to help deescalate potential client issues
- Treasurer – Volunteer Position, 6-8 hrs/month
 - Oversight to Asst. Treasurer
 - Quarterly Board updates
 - Provides strategic planning input
 - Ensures fiduciary and transparency goals are met
- Drivers – Volunteer Position
 - Pick up food items from local stores, use own truck
 - Generally starts at 7:30am for approximately 2 hours

eMail: info@interfaithfoodministry.org



Feeding Families, Fueling Hope for 30 Years

Thank You!

To our volunteers – 42,935 hours!

To our donors, big and small.





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Backup

Interfaith Food Ministry Client Stats As Of December 31, 2017

Interfaith Food Ministry Client Stats As Of December 31, 2017					
Client Profile		2016	2017	Incr/Decr	% Inc/Decr
Total Registered Families		6,438	7,181	743	12%
Active Families			3,815		
Families Who Used Our Service		3,343	3,449	106	3.2%
Individuals		7,567	7,791	224	3.0%
Adults		74%	75%		
Children		26%	25%		
Seniors (Included in Ad		27%	24%		
Homeless		5.0%	6.3%		
Visit Information		2016	2017		
Total # Of People Served		57,969	61,802	3,833	7%
Total Client Visits		23,547	25,771	2,224	9%
Average Client Visits/Week		453	496	43	9%
% Who Visited 1 Time		22%	21%		
% Who Visited 2 Times		11%	12%		
% Who Visited 3+ Times		67%	67%		
Food Provided		2016	2017		
Total Grocery Bags		92,534	101,943	9,409	10%
Avg Bags/Family		3.93	3.96	0.03	1%
Avg \$ Value of One Bag (Staples +		\$19.47	\$18.36	\$ (1.11)	-6%
\$ Value Of Food Distributed					
Total		\$1,801,717	\$1,871,789	70,072	4%
Donated		\$1,551,583	\$1,563,150	11,567	1%
Purchased		\$250,134	\$308,639	58,505	23%

2017 Significant Facts

Client Profile

- 7181 Registered families (+12% over ye 2016)
- 3449 Unique families
- 747 New registered families (+2.6%)
- 75% Adults
- 25% Children
- 24% Seniors
- 6.3% Homeless
- Average Income - \$1092/mo or \$13,104/yr

Visit Information - 2016 vs 2017

- 61,802 individuals served (+6.6%)
- 25,771 families served (+9.4%)
- 21% of our clients used our services 1 time only
- 67% of our clients used our service 3 times or more
- Average 496 client visits a week (+9.3%)

Family Demographics

- 1 - 41%
- 2 - 20%
- 3 - 13%
- 4+ - 21%
- Families with children - 34%

Food Provided - 2016 vs 2017

- 101,943 Bags of food (+10%)
- \$308,639 spent on food (+23%)
- \$1,563,150 in donated food (+1%)
- Total discounted value of food \$1,871,789
- Holiday Meals Provided to Families (3341)
 - Easter - 999
 - Thanksgiving - 1185
 - Christmas - 157

2017 Special Food Program Stats

Specialty Bags

- Total Client Visits - 2,764
- Unique Families - 535
- Unique Individuals – 758
- Adults – 86%
- Children – 14%
- Seniors – 20%

Holiday Distributions

- Easter - 999 Families
- Thanksgiving - 1185 Families
- Christmas - 1157 Families

Food Access Saturday

- Number of Distribution Days - 8
- Total Client Visits - 181
- Unique Families - 118
- Unique Individuals - 331
- New Clients - 28
- Bags of Food – 1098
- Adults – 64%
- Children – 36%
- Seniors – 16%
- Homeless – 3%