

## Minutes – Interfaith Food Ministry – April 22, 2014

Meeting began with a prayer led by Bill Kerler

### Board Members Attending:

Pam Sufleski, Sierra Presbyterian

Jim Schroeder, Peace Lutheran

Bernie Delgado, St. Canice

Lani Brunmeier, Twin Cities

Joan Denzler, Sierra Pines Methodist

Debi Johnson, First Baptist Grass Valley

Bill Kerler, Calvary Bible

Rick Kahil, Grass Valley United Methodist

Gabrielle Boulard, Sierra Center for Positive Living

Diane Chang, Seventh Day Adventist

Mary Albrecht, Grace Lutheran

Connie Wright (sub for Pat Paddock), Unitarian Universalist

### Absent:

Nancy Koring, St. Patricks

Marnie Ratkovsky, Emmanuel Episcopal

Nels Nelson, Christian Science

Also present: 1 guest, 1 volunteer, and 5 officers

VOTE: March minutes approved with minor time change

Speaker: Greg Zaller of Co-Living Network spoke on how his organization's mission statements could be aligned as partners with IFM and how we could work together.

## Financials (Kathy M.)

### Quarterly Report Highlights

-- A little short on revenue compared to budget, as contributions down (normal for this time of year)

--Food favorable, spent less.

--Net income \$6,749 over budget

--Henderson Update - Total costs equal to cost projection

--Facility fund donations: approx. \$34,000 unspent

- Possible uses: reserves, major equipment, parking lot sealing, pay down USDA loan

VOTE: Unanimously approved to use balance of facility fund for establishment of capital repair/replacement reserve account.

-Signature Authorization matrix presented outlining signature authority levels.

VOTE: Signature authorization matrix unanimously approved. Matrix is posted on IFM website under Documents section.

## Client Statistics (R. Kahil)

Highlights as of 2014 compared to one year ago

-- Total registered families increased by 7 percent

-- Total number of people served up 2 percent

--Total number of grocery bags increased 3 percent

--Food expenses down due to donations and new storage ability

--Value of food distributed up 17 percent

## Executive Director Report

--Network For Good donation page is now live on IFM website.

--Cleaning service to work 2 days a week (Wed. and Friday) as approved earlier

--Calendar events

- Volunteer luncheon in place of next board meeting. May 27, 11:00 a.m. at Twin Cities church. Board urged to invite volunteers. Participants asked to bring a salad.
- Shred Day, May 31. 8:30 to 12:30. Owens Plaza

-- Noted improving and increasing partnership with Nevada County Food Bank.

--New Building issues:

- Doors being left open
- Clients waiting 1 ½ hours on busy days
- Biggest problem: No one knows the big picture of how everything runs

-- Specific needs

- PR person
- Event coordinator (had to drop Paulette's dinner due to lack of time)
- Big time commitment: turnover and creation of leadership positions

### Staffing Discussion (Bob Thurman)

- All acknowledged that # working hours Sue is spending is not sustainable nor was it the intent of the position to spend 30+ hours/wk.
- Also agreed that some of these excess hours are or should be temporary due to combination of concurrent events - New building, training, fundraiser, open house, Easter.
- Hours should diminish over the next 3-4 months as volunteers learn and operational tweaks to improve efficiency are made.
- Long-term, while we expect reduction in current hours being spent, there is still concern that the new building combined with potential for return to weekly service, will require more hours than is sustainable.
- One solution discussed was to split role into two parts - Fundraising/pr and Operations.

Action: Seek volunteer position for either 'roles' and continue to closely monitor ED hours. Board members requested to contact Bob directly with any referrals and/or ideas.

### Report on IFM trailer at Grocery Outlet (Jim Schroeder)

- Received 180 cases of boxes of food. Lyons Club donated \$1,000.

Next Board Meeting: June 23, 9:00 a.m.