



Minutes of the IFM Board Meeting, April 26, 2022

Board Officers

Phil Alonso, Executive Director
Shelby McNamara, Development Director
Venus Paxton, Program Manager
Bob Thurman, President **Absent**
Rick Kahil, Vice President
Sandy Hakala, Treasurer **Absent**
Robert Emmett, Assistant Treasurer, **Absent**
Laura Perry, Bookkeeper
Carol Fegté, Interim Secretary

Supporting Churches (No Board Rep)

Christian Science Church
First Baptist Church
Sierra Center for Spiritual Living

Board Members

Tim Gizzi, Calvary Bible
Deborah Wilder, Church of Latter
Day Saints, NC **Absent**
Carol Fegté, Emmanuel Episcopal GV
Gaye Rogers, Grace Lutheran
Kari Gaul, United Methodist, GV **Absent**
Jan Alessi-Marrer, United Methodist,
NC, **Absent**
Diane Chang, Seventh Day Adventist
Joan Denzler, Sierra Pines Methodist
Julie Clutter, Sierra Presbyterian
Karen Hoida, Trinity Episcopal, NC
Linda Grube, St. Patrick's
Anne Lyon, Unitarian Universalist
Jeff Hebert, St. Canice
Judi Wade, Twin Cities
Jim Schroeder, Peace Lutheran **Absent**

1. Opening remarks, prayer, confirm quorum, approve February meeting minutes

Meeting came to order at 9:05 am. Phil Alonso welcomed us, saying that Bob Thurman had been unexpectedly called away and could not be present at our meeting.

After it was determined that a quorum was met, Diane Chang led us in prayer.

Gaye Rogers moved to approve the February meeting minutes; the motion was seconded by Anne Lyon. **All in favor, motion carried.**

First Quarter Review

2. Client Statistics

There was a 9% Increase in client visits in Q1-2022 over Q4-2021, and a 37% Increase in Q1-2022 over Q3-2021! This reflects service to 5,000+ clients in the first quarter of 2022.

3. Financials

We continue to be doing nicely, and to proceed cautiously in this time of increased costs (see below). The Executive Committee is planning to formulate a 1-, 3-, and 5-year strategic plan before reconsidering our investment strategies. They will be looking for a few volunteers from the IFM community to join them in this work group. It will entail a commitment of 4-5 hours a month for several months.

4. Fundraising, March Matching, Donor Acknowledgements

Our March Matching campaign did better than expected, considering everyone's increased financial burdens from inflation: Our budgeted target was \$200K (and the goal for the community was \$60K based on the \$60K from the big Matchers = \$120K total "goal"), and we received \$192K! This amount

compares favorably to an average of the past three years' campaigns (\$181K). In addition, we received a surprise contribution of \$20K from the Croul family in February.

Our fundraising is doing well, but we proceed with caution given the many challenges we all face in the world right now.

Shelby is working with Robert and Karen on donor acknowledgements. They have continued with handwritten notes and calls, but are holding off on postcards.

5. Cal Fresh

We have received a final draft of the 2022-2023 FY contract with CalFresh, which is a good sign since they want us back for the next fiscal year.

CalFresh has just updated their training; we are scheduled to have staff and volunteers receive training the first week of May. We are happy to report that we have a volunteer, Jorge Velasquez, who will be trained so he can help process applications for Spanish-speaking clients. We only *bill* CalFresh for staff hours, but volunteer accomplishments/metrics count towards our totals, as long as the volunteers are overseen by a trained staff member.

6. Food Expenses, Increased Costs, Challenges

During "Snowmageddon," The Food Bank of Nevada County partnered with IFM to provide food at 2 Emergency Distributions in Alta Sierra, an area very hard hit by the storm. The Rotary Club of GV South and Alta Sierra Country Club also partnered on this effort. IFM also sent food supplies to some local trailer parks that had been without power for an extended period.

A challenge to our food budget has been the supply chain disruptions from the Placer Food Bank and its sources of food. Items we were receiving from them previously, we now need to pay for at market prices; this has had a serious impact on our food budget.

7. Forecast of Food Expenses: We Will be Dipping into "Food Reserves"

Based on projections of our current increase in client numbers, and our current supply challenges, we *expect to be OVER the current food budget by \$50K* (about \$435K vs a budget of \$385K). In the past few months, we have had to pay for eggs since Placer Food Bank's grant ran out. If we have to pay for eggs for the rest of the year, it will add another \$40K to our food expenses. We will need to dip into our "food reserve" to make up these anticipated costs. At the same time, we are committed to providing the same amount and quality of food to our clients.

8. Roof Replacement Cost Increase

The quotes we received from the Roofing companies ended up being higher (about \$60K) and the quotes for removing and reinstalling the solar panels are also higher than expected (\$46K) than we budgeted for back in December/January (\$106K vs the \$57K budgeted in the Reserve). This, of course, significantly impacts our current approved Facility Reserve.

Our current "Facility Reserve" includes 3 top level line items:

\$57K for the Roof/Solar Project

\$43K for the other non-roof Facility Projects

\$50K for Food Reserves
\$150K total

The Executive Committee is requesting an increase to the **Roof/Solar Project line item from \$57K to \$120K**. The quotes total \$106K and the extra \$14K is for contingencies.

If approved, the NEW "Facility Reserve" would be:

\$120K for the Roof/Solar Project
\$43K for the other non-roof Facility Projects
\$50K for Food Reserves
\$213K total

Motion: Anne Lyon moved to increase the current Facility Reserve account of \$150K to \$213K due to the costs of the reroof project/solar panel removal and reinstallation. Motion was seconded by Linda Grube. **All in favor, motion carried.**

9. Fund Development, Events, Marketing, Grants

Publicity

Our new Development Director, Shelby McNamara, has already made significant steps to bring our presence before the public in Nevada County through social media. In publicity efforts, she has focused on client impact stories as well as showing what it is like to volunteer for IFM. She has continued to promote the usual storylines related to Good Food for All, our commitment to purchasing local produce and our network of partnerships with other non-profits in the area.

We were happy to be voted within the top 3 county non-profits in the Union "Best of" survey, and our own Rick Kahil was voted one of the Best Volunteers.

In addition, the Rotary Club chose to honor IFM and Phil Alonso as "People of Action."

Events

This very week ,April 30, 10 am-2 pm there will be a Shred Day at Owens Financial on Sutton Way.

We are in the planning stages for the following events:

July 2nd Concert in Lake Wildwood sponsored by Grocery Outlet/True Value. Proceeds will be split between IFM and Food Bank of Nevada County.

And on October 29th there will be two fundraising events **on a single day**. The 5th Annual Hunger Run and the inaugural Drive Away Hunger Golf Tournament, both to be held at Alta Sierra Country Club.

More details to follow about these events.

Grants, etc.

The way the CBDG (**Community Development Block Grant**) is administered is that we submit a bill for our expenses and then are reimbursed. The grant is for \$465K, and we expect to spend at least half in 2022.

We have already received \$22K of the \$25K expected from the COVID Community Resiliency Grant relief funds.

We plan to request \$15-30K from the Emergency Food and Shelter Program (EFSP) for food costs, and \$5-8K from the Teichert Foundation for the re-roofing project.

We need to spend some more time researching possible available grant sources. Now that the pandemic is waning, opportunities for grant monies are limited.

First Quarter Financial Figures

Net Revenue (Revenue – Expenses)

Net Revenue	\$70K, over budget by \$10K
Q1 2021	\$148K

As you can see from the above figures, we were \$78K below Q1 2021; a result of (1) \$17K less revenue than was received the same time last year, and (2) \$42K **increase** in food expenses over prior year.

Food Costs added up to \$118K, \$14K over our budgeted amount, and MUCH higher compared to the \$42K spent on food in the prior year.

Staff Expenses were \$42K, nearly right on budget, and \$8K higher than last year due to the next Bookkeeper position.

Other Operating Expenses were \$39K, coming in under budget by \$3K.

An increase over the prior year in utilities and facility supplies resulted in other Ops expenses being \$12K more than in the prior year Q1.

Summary of Financial Data

Cash Balance \$1.89M
[\$1.79K from Q4 2021]
\$1.03M in Baird investments
\$860K Cash

10. **Need Help:** There are several areas of our operation where we are seeking assistance.

A. We need to recruit a new board secretary (4-6 hours/month)

B. We'd like to ask Board Members to help with our Volunteer Appreciation lunches: It would be nice to have a Board presence at these events.

C. We'd like to have a Business Outreach Team whose members could solicit sponsors for our October events, as well as contributing raffle prizes.

The meeting adjourned at 11:15am.

Respectfully submitted,

Carol Fegté
Interim Board Secretary