



IFM Meeting of the Board and Member Churches, December 3, 2019 at 9:00 a.m.

Board Officers

Phil Alonso, Executive Director
Naomi Cabral, Development Director
Bob Thurman, President
Rick Kahil, Vice President
John Brusher, Treasurer
Robert Emmett, Assistant Treasurer
Karen Holt, Assistant Treasurer - **Absent**
Maxine Palmer, Secretary

Guest

Father Seth Kellerman

Board Members

Tim Gizzi, Calvary Bible
Janet Kelley, Christian Science Church - **Absent**
Marnie Ratkovsky, Emmanuel Episcopal
Debi Johnson, First Baptist Church - **Absent**
Gaye Rogers, Grace Lutheran
Cheri Eckholt, Grass Valley United Methodist
Eleanor Kenitzer, Nevada City United Methodist
Jim Schroeder, Peace Lutheran
Diane Chang, Seventh Day Adventist
Sharon Ross, Sierra Center for Spiritual Living - **Absent**
Joan Denzler, Sierra Pines Methodist
Pam Sufleski, Sierra Presbyterian - **Absent**
Jeff Hebert, St. Canice
Nancy Koring (Jeff Hebert), St. Patrick's
Judi Wade, Twin Cities
Anne Lyon, Unitarian Universalist

Opening Remarks

- Bob Thurman presented a well-deserved thank you to Phil Alonso for rising to all the challenges this year from personnel changes and power outages.
- Naomi Cabral announced the new pathway “feeding families” is up and running and will more-easily lead those searching for IFM to Interfaith Food Ministry website.
- Father Seth Kellerman from Emmanuel Episcopal presented a check for \$10,000 to IFM. A group from their church, including a Regional Bishop, had recently attended a non-profit conference. When this same group toured IFM with Phil, they were very impressed and said IFM is doing everything a non-profit is supposed to do. They wanted to support our efforts.

It was confirmed we had a quorum.

A motion was made by Jeff Hebert to approve the October minutes as presented. Judi Wade seconded the motion. The motion was approved.

2019 Financial Update - John Brusher

- As of the end of November, we have \$450,000 in revenue (\$408,000 budgeted), and \$435,000 in expenses (\$458,000 budgeted).
- By year-end 2019, expenses for food should be under budget by approximately \$22,000 due to Ray Moore's efforts to get us bargains.
- If fundraising in December is similar to years past, revenue could be approximately \$52,000 over-budget. Still have a lot of work to do in December, however, to reach this goal.

Fund Development - Phil Alonso

- Our collaborative of Gold Country Community Services, Food Bank of Nevada County and IFM has been awarded a grant from Dignity Health to fund the first pilot year of the Senior Grocery Bag program. IFM will get \$6,372 of the \$25,000. \$1,272 will go to personnel and \$5,100 for food. Dignity Health will also provide a senior nutritionist to assist in food selection for the bags.

- It was announced that Eleanor Kenitzer presented \$551 to IFM from collections gathered by the children in little red wagons at Nevada City United Methodist.
- Jim Schroeder has passed out more than 150 gift cards for Sponsor a Family.
- Phil and Naomi are willing to help individual churches with fundraisers by making fliers or speaking to congregations. Just let them know if you are interested.
- On Giving Tuesday, Phil and Naomi were on KNCO. There was an Open House at IFM and Naomi had a Social Media/Facebook push for donations.
- KVMR mentioned Giving Tuesday and the Open House at IFM.
- Phil and Naomi will have the IFM Newsletter out by December 10th.
- There was a Sponsor a Family Mailing Campaign to 500 donors who donated \$200+ in the last three years.
- Articles and Client Stories are being submitted to The Union and all other newspapers.

Operations Update - Phil Alonso

- During the recent power outages, it was important for IFM to stay open. Phil and Rick strung extension cords to a generator borrowed from a friend. Volunteers brought in headlamps and lanterns. There was a dip in the number of visits on days with no power, but there was an increase in visits on distribution days following the outages.
- 1,193 families received Thanksgiving Meals.
- Rick Kahil shared that visits are down year-to-date by about 2%—probably due to the power outages.
- A big thank you was expressed to Rick and Rita Kahil for the client area data support during the power outages.
- Thank you to the Grass Valley Ladies Relief for recruiting and coordinating their volunteers to distribute the holiday meals from Suite A each of the holiday distribution days.
- There will be 6 distribution days before Christmas. December 23rd is not included as one of the distribution days.

Strategic Goals - Bob Thurman

The 9 strategic goals will remain unchanged from 2019 to 2020. Not going to take on a lot more at this point. The goals include Zero Hunger, 20/25, People and Organizational Development, Partnerships & Collaboration, Meet Revenue and Expense Goals, Focus on Stewardship, Integrity and 100% Transparency, Improve Operational Efficiency, Zero Accidents & Zero Food-borne Illnesses, and Zero Waste.

2020 Key Areas of Focus - Phil Alonso and Naomi Cabral

- Executive Committee members continue to evaluate each and every fund and food-raising event according to effort versus reward. Some high-effort events are not making as much now as they have in the past.
- The Boston Ravine Benefit Concert was sold out and brought in about \$1,500. Naomi is planning a benefit concert featuring local talent to take place in May at a larger venue (such as the Veteran's Building or a local church). A planning committee will be formed to explore this new event.
- Naomi is also exploring the idea of having regular community dinners to benefit IFM every other month. It could take place at one of our member churches or possibly IFM.
- We will continue to do the Matching Campaign in March, the Hunger Run in September, and Paulette's Spaghetti Dinner in October.
- Efforts to procure locally sourced food items, 20/25 Hunger to Health, will expand along with increased collaborative efforts with the Food Bank, Sierra Harvest, GCCS and Hospitality House. Rick Kahil shared that \$18,000 was spent in the first 10 months for locally sourced food, which is about 4-5% of the 2019 budget. The plan is to increase this spending to 10% for 2020. These efforts provide more opportunities for grants. 20/25 also supports local businesses and provides fresh nutritious food to our clients. Ray Moore continues to get IFM great deals from these producers.
- New programs include the Client Education/Tasting Program led by Wendy, the Hunger to Health Committee, and the Senior Grocery Bag Delivery Program in partnership with Gold Country Community Services. We may consider developing an IFM volunteer group to expand the Senior Grocery Bag Delivery Program to seniors on the Meals on Wheels waitlist.
- Efforts will continue for volunteer recruitment and succession planning for key volunteer positions.

2020 Budget Assumptions - John Brusher

- Projected budget for 2020 lowers revenue from individual donors to 47.8% (48.8% in 2019), lowers revenue from fundraisers to 37% (38.4% in 2019) and increases revenue from grants to 9.4% (8.9% in 2019) to reflect a greater focus on grants.
- Business contributions are forecast to increase due to an emphasis on Facebook Fundraisers.
- New “Fee for Service” CalFresh contract is \$25,000 over 12 months.
- The Matching Campaign is 20% of the total revenue projection and is always a risk. The new concert fundraiser if projected to bring in \$10-15,000 is also an unknown regarding success.
- Food cost is 60% of total expenses and is expected to increase \$49,000 in 2020. \$30,000 will go toward the 20/25 goal—a \$12,000 increase over 2019. Holiday meals for Thanksgiving and Christmas are projected to cost \$16,000 each.
- Staff expenses are expected to be up \$10,000 with increased hours for Steve and Naomi, a potential merit increase in April and other payroll adjustments.
- Operations expenses are expected to increase \$16,000 with \$6,750 for Wendy’s Nutrition Education Program (tastings), \$5,000 for a monthly marketing program, and \$4,000 for a 2019 audit.

Projected Year-End Cash - John Brusher

- If our cash position holds strong, IFM could have approximately \$52,000 investable cash at the end of the year. This assumes \$70,600 of revenue in December and no surprises in Nov./Dec. expenses. It also assumes 4.5 months of cash reserve.
- This investable cash could be used to pay down the loan on the building and/or complete a project (power support system, cold kitchen/dehydrator, extra storage, lights in Suite A). Several Board members present expressed support for a power support program.

Board Officer Nominations for 2020

Marnie Ratkovsky nominated each of the current Executive Committee members to continue in their positions for 2020. There were no other nominations.

Joan Denzler moved to accept Bob Thurman as President, Rick Kahil as Vice President, John Brusher as Treasurer, Robert Emmett as Assistant Treasurer, Karen Holt as Assistant Treasurer, and Maxine Palmer as Secretary for IFM for 2020. Jeff Hebert seconded the motion. The motion was approved.

Personnel Discussion - Phil Alonso

IFM currently receives \$22,725 from Cal Fresh. \$900/month goes to Steve’s position for outreach and \$250/month to Phil. Connie has recently had to pull back from her volunteer efforts for Cal Fresh and no other volunteer has come forward. Phil suggested increasing Naomi’s hours by 8 hours/week to include Cal Fresh in her duties at a cost of \$650/month. This is already included in the budget assumptions. This uses all but \$50 of the total amount from Cal Fresh.

Jim Schroeder moved to increase Naomi’s position by 8 hours per week for Cal Fresh. Tim Gizzi seconded the motion. The motion was approved.

Annual meeting is scheduled for January 28th from 8:30-11:00 a.m. Invite your congregation leaders!

Respectfully submitted,
Maxine Palmer
IFM Secretary