



IFM Meeting of the Board and Member Churches, September 24, 2019 at 9:00 a.m.

Board Officers Present

Phil Alonso, Executive Director
Naomi Cabral, Development Director
Rick Kahil, Board Vice President
John Brusher, Treasurer
Robert Emmett, Assistant Treasurer
Maxine Palmer, Secretary

Board Members Present

Tim Gizzi, Calvary Bible
Janet Kelley, Christian Science Church
Marnie Ratkovsky, Emmanuel Episcopal
Cheri Eckholt, Grass Valley United Methodist
Eleanor Kenitzer, Nevada City United Methodist
Diane Chang, Seventh Day Adventist
Joan Denzler (Nancy Senger), Sierra Pines Methodist
Pam Sufleski, Sierra Presbyterian
Jeff Hebert, St. Canice Catholic
Nancy Koring (Jeff Hebert), St. Patrick's
Judi Wade, Twin Cities
Anne Lyon, Unitarian Universalist

Absent

Bob Thurman, Board President
Karen Holt, Assistant Treasurer
Debi Johnson, First Baptist Church
Gaye Rogers, Grace Lutheran
Jim Schroeder, Peace Lutheran
Sharon Ross, Sierra Center for Spiritual Living

Guests

David Niu, Nevada City United Methodist

David Niu led the group in prayer.

It was confirmed we had a quorum.

A motion was made by Jeff Hebert to approve the August minutes as presented. Eleanor Kenitzer seconded the motion. The motion was approved.

Assistant Treasurer - Rick Kahil

Rita Kahil is pulling out of her duties as assistant treasurer and Robert Emmett is willing to take on this position. Rita is currently training Robert. Robert was present and spoke to the Board about his background. A motion was made by Tim Gizzi nominating Robert Emmett for assistant treasurer. Cheri Eckholt seconded the motion. The motion was approved.

Fund Development - Phil Alonso

- **Development Director Position** - Lindy Beatie resigned from her position as Development Director (Grants and Donor Management). Naomi Cabral, Development Director (Events, Fund Raisers, Marketing), has agreed to transition to the full-time position of Development Director and take over Lindy's duties.
- **Fund and Food Raising Plan** - Phil Alonso distributed and reviewed a Fund and Food Raising Calendar/Plan to the Board members present. Phil asked how he and Naomi could help the Board members support these efforts. Diane Chang suggested they provide small flyers that could be put in church newsletters, handed out, etc. would be better than large posters.

Volunteer Positions Needed - Phil Alonso

- **Ray Moore Back-up** - A volunteer is needed to learn what Ray Moore does and to focus on local procurement opportunities.
- **Drivers**
- **Cal Fresh** - A volunteer to call names of interested clients and fill out computer input documents to sign clients up for the Cal Fresh program. This could be two volunteers—one to call and one to complete documents.
- **Facility Management** - A volunteer or a team to take care of facility maintenance and cleaning.
- **Administrative Support** - A volunteer to help track grants and do miscellaneous support activities for Phil.

Food and Food Expenses

- **Food Budget Review (John Brusher)** - John raised a caution flag and said that we needed to keep our eye on food expense for the rest of the year. Year-to-date we are under budget, but due to timing, food expense year-to-date is 20% over last year. The growth built into the budget this year was 18%. John will review Q3 financials at the Board meeting in October.
- **Food Smarts for Food Pantries (Phil Alonso)** - This is a training opportunity to be held Tuesday, October 29th, from 8:30-3:30 with lunch included—all at no cost. The training reviews Leah's Pantry in San Francisco and the model they use to not only distribute food but also help to connect clients to other support services.
Phil shared that Hospitality House is planning to have a representative stationed in front of IFM on distribution days to give clients information about resources available.
- **Client Nutrition Program (Phil Alonso)** - Wendy is planning lentil tastings/recipes for October and butter nut squash soup tastings/recipes for November. Future tastings will be planned around produce in season that month.
- **Holiday Distributions (Phil Alonso)** - The volunteers for the distributions are all signed up. IFM just needs to know now how much the turkeys and ham will cost.
- Two 20/25 grants applied for were awarded. \$3,500 from Save Mart and \$5,000 from Wells Fargo.
- Suite A Door project grant request from Teichert was not successful.
- Meals on Wheels grocery bag program will begin in January. A nutritionist from the hospital is working with IFM to be sure the contents of the bag conform to Meals on Wheels guidelines. If they conform, the federal Meals on Wheels program might pay for the food. Meals on Wheels currently has 800 seniors in this area on its wait list.

Additional url - Phil Alonso

The additional url - feedingfamilies.org does not replace the current url - interfaithfoodministry.org. The shorter url can be used at fund raising events as an "easier to remember" tool for donors. The two urls actually work in tandem on the computer. It is just another route to the same place.

Hunger Run - Naomi Cabral

Naomi shared they had 40 volunteers so far but could use a few more. There are about 45 registered participants, with more coming in each day. About 100 participated last year. People can register the day of the event. So far we have received \$4,000 from sponsors (last year was about \$5,000). Last year, IFM was able to bring their own food. This year, Alta Sierra requires us to use their food services at \$12 per person.

Paulette's Spaghetti Dinner - Naomi Cabral

Board members requested Naomi get tickets and flyers to them soon since the next Board meeting is just 3 days before the event. Naomi said she would put them in the Board member folders next week. Since Naomi has the list of volunteers from last year, volunteers in attendance asked that she call all volunteers and verify they could have the same position they had last year. Board members also suggested the dessert sign-up begin. The raffle, wine and beer also need to be organized. Naomi will also provide small flyers and one poster to the Board members.

A motion was made by Joan Denzler to adjourn the meeting. The motion was seconded by Eleanor Kenitzer. The motion was approved.

Diane Chang asked if there was going to be a December meeting since it would be very close to Christmas. The Executive Committee will discuss this and let Board members know their decision.

Respectfully submitted,
Maxine Palmer
IFM Secretary