



IFM Meeting of the Board and Member Churches, March 26, 2019 at 9:00 a.m.

Board Officers Present

Phil Alonso, Executive Director
Kate Laferriere, Development Director
Bob Thurman, President
Rick Kahil, Vice President
Maxine Palmer, Secretary

Board Members Present

Tim Gizzi, Calvary Bible
Janet Kelley, Christian Science Church
Marnie Ratkovsky, Emmanuel Episcopal
Gaye Rogers, Grace Lutheran
Eleanor Kenitzer, Nevada City United Methodist
Joan Denzler, Sierra Pines Methodist
Jeff Hebert, St. Canice Catholic
Nancy Koring (Jeff Hebert), St. Patrick's
Judi Wade, Twin Cities
Connie Wright, Unitarian Universalist

Absent

John Brusher, Treasurer
Debi Johnson, First Baptist, G.V.
Cheri Eckholt, Grass Valley United Methodist
Jim Schroeder, Peace Lutheran
Diane Chang, Seventh Day Adventist
Sharon Ross, Sierra Center for Spiritual Living
Pam Sufleski, Sierra Presbyterian
Karen Holt, Assistant Treasurer
Rita Kahil, Assistant Treasurer

Kate Laferriere led the group in prayer.

It was confirmed we had a quorum.

It was announced that Anne Lyon, Unitarian Universalist, will no longer be a Board member and that Connie Wright will assume her duties pending approval by UU leadership of the Director Appointment form.

According to our by-laws, alternates for Board members cannot vote at meetings. Bob will talk to Diane Chang about this and there will be more discussion at the next meeting.

Development Director Position - Bob Thurman and Phil Alonso

- Two of IFM's goals, 2025 Hunger to Health and Zero Hunger, are goals that will continue to stretch our current funding and volunteer resources. This need for fund development and volunteers was discussed with all of the candidates for the Development Director position.
- 6 candidates submitted resumes and cover letters for the Development Director position. All were given a brief phone interview explaining the position and the compensation package. All 6 were then invited for the first round of interviews.
- 2 of these 6 candidates were selected for a second interview.
- Finally, based on their strengths and experience, the committee brought these 2 candidates in together for a third meeting to discuss the possibility of splitting the position.

- The Development Director position is 35% Events and Fundraisers, 20% Marketing and Social Media, 30% Grants Management, and 10% Donor Management and Thank You Notes. The candidates were both open to splitting/sharing the position based on their strengths.
- The first position would be Events/Fundraisers and Marketing/Social Media (60%) at 14 hours/week. Salary available by request.
- The second position would be Grants Management and Donor Management/Thank You Notes (40%) at 10 hours per week. Salary available by request.
- Adding the additional person would only cost IFM an additional \$150 per year for insurance.
- A motion was made by Tom Gizzi to split the Development Director position between two people (14 hours and 10 hours/week). Eleanor Kenitzer seconded the motion. Kate supported the idea and believed the candidates' experience and personalities would allow the position to expand with IFM's future needs. Jeff Hebert felt having two would make it a more stable position should one need to leave in the future. The motion passed.
- Naomi Cabral was recommended for the Events/Fundraisers/Marketing/Social Media (60%) position. She has had event planning experience with non-profits. She organized the Craft Fair at Miner's Foundry for several years.
- Lindy Beatie was recommended for the Grants Management/Donor Management/Thank You Notes (40%) position. Lindy has been Executive Director of Boys and Girls Club, United Way and expressed an interest in bringing a planned giving endowment program to IFM. She is actively involved in Rotary.
- A motion was made by Jeff Hebert to approve the hiring of Naomi Cabral to fill the 14 hour position and Lindy Beatie to fill the 10 hour position for the shared Development Director position (24 hours/month). The motion was seconded by Joan Denzler. The motion passed.
- The two new hires will begin April 16th and it was recommended Kate possibly remain until the end of May for a 6 week overlap. The Gala is May 18th and the two weeks after the Gala could be used for more information sharing if needed for an additional cost of approx. \$2,000 for Kate's salary. If the two weeks are not needed then they will not use them and the \$2,000 would not be used.
- A motion was made by Tom Gizzi to keep Kate on until the end of May, if needed, with the expense not to exceed \$2,000. The motion was seconded by Jeff Hebert. The motion passed.

Matching Campaign - Kate Laferriere

- Last year (2018), the Matching Campaign had \$45,000 in matching funds and it met that goal by March 23rd (with a total of \$117,000 in donations by the time it was over).
- This year (2019), the Matching Campaign has \$42,000 in matching funds and it met that goal on March 21st. So far, the campaign has more than \$47,000 in donations (approx. \$90,000 with matching funds) and the campaign is not over until March 31st. \$90,000 was the amount budgeted.

Gala - Kate Laferriere

- Board members each received posters to hang in areas at their churches where members will see them.
- Information has been posted on the Chamber of Commerce, radio and newspaper social media sites.
- Kate wants to do e-blasts at each congregation regarding the Gala and asks Board members to help accomplish this.
- Kate also announced a Facebook Challenge from April 1st to May 15th. Each time Kate posts something on Facebook, friends of IFM Facebook are encouraged to share these posts. The person who shares a post (or posts) with the most people will win 2 tickets to Disneyland (good for two years). The winner will be announced at the Gala.
- IFM volunteers will be participating in a Guac-Off the night of the Gala that will be judged by those attending the Gala. The winner will receive a trophy.
- Kate has received several great auction items but could use more.

Hunger Run - Kate Laferriere

- Unfortunately, the manager at the airport was contacted by the FAA about complaints regarding the closure of the airport for last year's event. He will no longer be able to offer the airport for the Hunger Run.
- Kate is talking with the Alta Sierra Golf Club and other possible venues for the event this year.

Emergency Food and Shelter Program (EFSP) - Phil Alonso

- Nancy from Hospitality House is now a member of the Sacramento Regional Board as a representative from Nevada County.
- This program provides funding for emergency shelter and food.
- Salvation Army, Hospitality House, and IFM submitted a grant for \$100,000 the first week in March. It becomes an annual grant if accepted. IFM could receive up to \$33,000 from this grant. We will know in July or August.

Gold Country Services Partnership and Grant - Phil Alonso

- Gold Country Services runs Meals on Wheels, the Senior Firewood, and other programs.
- Janeth, the Executive Director, approached Phil about submitting a grant for a pilot program where we would provide a nutritious bag of food twice a month for each of their 200 Meals on Wheels clients. The bag would be delivered with their hot meal.
- IFM could receive up to \$5,000 to acquire nutritious, ready-to-eat food and pay for administrative costs. We will know the results of the grant in June or July.

Cal Fresh Expansion of Hours - Phil Alonso

- The Cal Fresh (USDA) program currently provides IFM up to \$24,000 to promote Cal Fresh food stamp applications. IFM is paid by the number of staff hours reported, as well as a small amount for travel/supplies.
- Currently, Steve, Phil and Connie (a volunteer), document the number of contacts they make regarding the program and the hours involved. The program has been very well received and the County has shared that IFM makes the most contacts and starts the most applications with clients compared to any other local Non-Profits with CalFresh contracts!
- Since IFM is not fully utilizing the \$24,000 available, Phil plans to have Steve add more hours to his schedule.

20/25 Goal - Phil Alonso

- The goal is to provide 20% nutritious, local food by 2025.
- The Riverhill Farm Model collects money from fundraisers to plant and harvest produce as requested.
- IFM's Food Committee and Executive Committee propose using \$3,000 from our food budget for matching funds of \$3,000 from River hill Farms to provide fresh produce for our clients. Riverhill Farms has also agreed to add another \$3,000 worth of donated produce to the proposal.
- IFM would like to repeat this model with other farms in the area.

Suite A Door Project Update - Phil Alonso

- The order was placed for the doors and they will be installed the week after Easter.
- Moule Paint and Glass will deliver and install the doors.

A motion was made by Marnie Ratkovsky to approve the February 26, 2019 minutes as written. It was seconded by Jeff Hebert. The motion passed.

The Board Members and Officers met to discuss Phil Alonso's annual review and salary increase. Bob shared that the review so far has been favorable and that the 2019 budget provides a 3% increase. Discussion from the group was positive regarding his performance. The 3% increase would be effective April 16, 2019. A motion was made by Gaye Rogers that we approve the 3% increase to Phil Alonso's salary. Jeff seconded the motion. The motion passed. Actual salary info is available by request.

Bob said we need to complete mileage reimbursement programs for volunteers and paid staff.

The meeting was adjourned.
Respectfully submitted,
Maxine Palmer
Secretary

