



IFM Meeting of the Board and Member Churches, January 22, 2019 at 8:45 a.m.

Board Officers Present

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

Board Members Present

Janet Kelly, Christian Science Church
Marnie Ratkovsky, Emmanuel Episcopal
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
Joan Denzler, Sierra Pines Methodist
Pam Sufleski, Sierra Presbyterian
Jeff Hebert, St. Canice Catholic
Jeff Hebert acting for Nancy Koring, St. Patrick's
Judi Wade, Twin Cities
Connie Wright acting for Anne Lyons, Unitarian Universalist

Absent

Tim Gizzi, Calvary Bible
Debi Johnson, First Baptist, G.V.
Sharon Ross, Sierra Center for Spiritual Living
Karen Holt, Assistant Treasurer
Rita Kahil, Assistant Treasurer

Those in attendance each introduced themselves and the group was led in prayer by UU Community of the Mountains Reverend Kevin Tarsa.

It was confirmed that we have a quorum.

PLACER FOOD BANK EXECUTIVE DIRECTOR - Dave Martinez

- Dave shared the history of Placer Food Bank and how it started as the Senior Gleaners program.
- Placer Food Bank (PFB) today is a member of "Feeding America". PFB serves 75,000 people in a three county area. They have a 40,000 square foot warehouse with refrigerated semis to handle and deliver 10 million pounds of food each year.
- "Feeding America" partners with large stores (Costco, Walmart, Winco, Raleys, Sams Club, Target, etc.) to provide inexpensive food to local food banks. Placer Food Bank is our connection to this important network. "Feeding America" only allows 200 members and they are required to maintain certain standards.
- Placer Food Bank also facilitated our purchase of the refrigerated truck to help ensure food safety.

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2018 YEAR-END REVIEW

Challenges - Phil Alonso

- IFM is growing and transitioning which is stressful for its aging volunteers and there is too much reliance on a few for leadership positions.
- This growth requires more communication with volunteers as well as with the Beam Center, the bowling alley and residential neighbors (traffic, parking, client loitering).
- At peak times, food storage is inadequate. IFM has a growing dependency on Raley's and Placer Food Bank for inexpensive food.
- Dependency on individual, local donors for bulk of revenue is challenging with competing interests such as the Camp Fire.
- Difficult to manage potential for escalating payroll costs while retaining and hiring qualified individuals.

Key Distribution Facts - Rick Kahil

- Client Demographics: Adults 75%, Children 25%, Seniors 27%, Homeless 6.5%, Average Income \$1,188/mo. & \$14,256/yr.
- Served 7,838 individuals. New families was up 8%. 100,235 grocery bags of food were distributed.
- Most impressive, however, IFM spent \$9.79 on food per client visit (for food valued at \$65.34).

2018 Financial Results - John Brusher

- Revenue exceeded budget by 7% even with competing interests (fires, hurricanes) and slight reduction of individual donors. Kudos to Kate and all the volunteers who helped with the fundraising efforts.
- Revenue from fundraisers was up \$15,000—largely from the Matching Campaign and Sponsor a Family.
- Food was \$65,000 under budget thanks to the great job Ray Moore has done finding bargains and Placer Food Bank.
- IFM maintained our target 4 1/2 months reserve at year-end. IFM has consistently demonstrated financial stability which instills confidence that IFM is well-managed, grantors and donors know that IFM is financially solvent, and that IFM can manage through cyclical periods without impacting delivery of nutritious food to our clients.

2018 Accomplishments - Phil Alonso and Kate Laferriere

- Hired new Executive Director, Phil Alonso, and new Monitor, Steve Massina. Replaced volunteer in treasurer position with John Brusher and added co-Treasurer, Rita Kahil. Volunteer for Board Secretary position was replaced by Maxine Palmer.
- Managed more than 450 volunteers and new leaders were trained. Hosted a successful Volunteer Luncheon/Farewell Event for Sue (former Executive Director).
- IFM named District One (nine county area) Nonprofit of the Year award and IFM achieved GuideStar Platinum level (highest level) for business practices and transparency. Large donors go to Guide Star to vet possible organizations to fund.
- Successful fundraisers included the Matching Campaign, Sponsor a Family, Paulette's, Inaugural Hunger Run, and Shred Day.
- Food drives included Fill the Trailer w/Grocery Outlet, Safeway, Raley's, various schools, Fairgrounds, and Nevada Union Choir.
- The Starbucks Food Share program has been very successful.
- 14 grants were submitted and 10 were awarded. There were 3 new grants.
- An increased number of followers and likes of IFM's Newsletter, Facebook and Website.
- Submitted a Planned Giving draft program and increased Hunger Action Month awareness.
- Maintained partnerships, collaboration and support with Cal Fresh, UW FAS, Public Health, Placer Food Bank, Food Bank of Nevada County, Food Council, Sierra Harvest, Hospitality House Homeless Count, Local farms, Salvation Army, Connecting Point, Sierra Nevada Memorial Hospital, Raley's , Grocery Outlet. We support 11 non-profits plus 5 new
- Implementation of Hunger to Health program included 7 cooking classes, Garden Gals and Gold Country Gleaning providing 7,000 pounds of local produce, six week Diabetes Education Program with Connecting Point and Sierra Nevada Memorial Hospital, Re-Think Your Drink program with Public Health, and 20/25 "Whole-sum" food goal with Nevada County Food Policy Council.

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- Received refrigerated truck from Placer Food Bank for no cost except gas, purchased electric pallet jack, repaved parking lot and improved drainage, removed Suite A carpet and sealed concrete floor.
- Managed Feeding America transition of Raley's to Placer Food Bank. Switched to doing Holiday distributions out of Suite A.

IFM VISION AND MISSION STATEMENT- Bob Thurman

- Vision: A community where no one should feel the hurt of hunger.
- Mission: Interfaith Food Ministry feeds the hungry and works to reduce food insecurity in Nevada County. We help to sustain health, human dignity, and the opportunity for individuals to realize their full potential.

STRATEGIC GOALS FOR 2019 - Bob Thurman

- Zero Hunger, Zero Waste, Zero Accidents and Food Borne Illnesses. Convene annual safety training.
- Meet revenue and expense goals. Diversify revenue by increasing grants, increasing # of donors and average dollars donated. Offer Planned Giving options to donors.
- Foster and mature partnerships and collaboration.
- Improve/simplify operational efficiency with projects like the Suite A Door Project.
- 20/25 - Hunger to Health (20% more wholesome food by 2025). Establish baseline to measure % of nutritious food IFM provides. \$20,000 in current budget to procure locally sourced 'whole-sum' food.
- Focus on stewardship, integrity and 100% transparency to maintain GuideStar Platinum status. Ensure all accounting practices are in accordance with GAAP. Maintain client and donor confidentiality.
- People - Focus on volunteer morale, client respect, succession planning.

2019 PROPOSED BUDGET ASSUMPTIONS - John Brusher

- Revenue projected to be \$4,000 higher than 2018 (Individual donations down 9%, Grants to increase from 11% to 17% of revenue, and Gala with projected revenue of \$40,000).
- Food expenses projected to increase by 17% because of inflation (3%), increased client base (3%), and increase in funds (\$20,000) earmarked for more nutritious food.
- Salary expense projected to increase by 16% because of full-year salary for Executive Director and one-month overlap for Development Director position.
- Operating expenses projected to increase by 13% because of increased depreciation from parking lot paving and new floor in Suite A, expenses for Gala, repairs and maintenance, and fuel for truck.
- Cash reserves projected to decrease from 2018 by \$16,000, but still above reserve guidance at end of year.
- No loan paydown is projected, but will be re-evaluated later in the year.

2019 OPERATING PLAN - John Brusher

Grants (\$74.8K Budgeted/\$98.3K Ask)

- 11 grant applications (Church of LDS, Soroptimists GV, Grass Valley Elks, Teichert, United Way, Nevada City Elks, Save Mart Cares, Wells Foundation, WestAmerica Bank, Safeway, and Soroptimists SF).
- 3 new applications (Briar Patch, AARP, TBD)

Fundraisers with Goals

- Matching Campaign (\$90,000), Gala (\$40,000), Paulette's Spaghetti Dinner (\$4,500), Hunger Run (\$6,000), and Sponsor A Family ((\$32,000)
- SPD/SaveMart E-Scrip (\$3,000), Shred Day with Owens Financial (\$4,000), Independence From Hunger with GO (\$6,500), and Safeway's Hunger Is (\$4,000)
- Gala with Cruise theme will be held at the Veteran's Hall on May 18th with the goal to increase participation. Members are asked to donate items, time-shares, activities, etc., for the live and silent auction.
- Hunger Run is adding a 10K and hopes to be bigger and better

2018 vs. 2019 Expense Allocation

- 2018 - 97.4% of budget spent on food and 2% on administration.
- 2019 - 96.9% projected to be spent on food and 2% on administration.
- Anything above 90% for food is great.

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Motion to Approve the 2019 Plan & Budget

Jim Schroeder moved to approve the 2019 Plan and Budget. Eleanor Kenitzer seconded the motion. The motion was approved.

Motion to Approve 2019 IFM Board Officers

Jeff Hebert moved to approve Bob Thurman (President), Rick Kahil (Vice President), John Brusher (Treasurer), Karen Holt & Rita Kahil (Co-Assistant Treasurers), and Maxine Palmer (Secretary) for a one year term. Janet Kelley seconded the motion. The motion was approved.

Motion to Approve the November 2018 Minutes

Marnie Ratkovsky moved to approve the November 2018 minutes as written. Cheri Eckholt seconded the motion. The motion was approved.

Wanted - Phil Alonso

- Development Director formal announcement to be posted soon. Position could be filled by one or two people depending on resume. Paid position is currently 24 hours/week.
- Facility/Maintenance Volunteer for 4 hours per month.
- Volunteer Driver Position for 6 hours per month.

Jeff Hebert led the group in a discussion regarding the urgency of completing the Suite A Door Project. Volunteers currently have to load supplies into the area by hand—one box at a time. The ability to bring pallets in by electric pallet jack would save wear and tear on volunteers. Kate expressed concern that paying for the \$6,000 project up front might decrease our chances of getting a \$3,000 grant from Teichert for the project. This project will be reviewed at February's Board meeting.

Copies of the supporting documents/slides for today's presentation will be sent to all Board Members. Next Board meeting is February 26th at 9am.

Respectfully submitted,
Maxine Palmer
Secretary