

IFM Board Meeting, November 24, 2015

Board Officers Present

Sue Van Son, Executive Director
Bob Thurman, President
Rick Kahil, Vice-President
Kathy Mollet, Treasurer

Board Members Present

Hilary Dart, Sierra Center for Positive Living
Diane Chang, Seventh Day Adventist
Joan Denzler, Sierra Pines Methodist
Debi Johnson, First Baptist Church
Cheri Eckholt, Grass Valley United Methodist
Julie Martin, Calvary Bible
Nancy Koring, St. Patrick's
Jeff Hebert, St. Canice Catholic
Jen Kelly, Christian Scientist Church
Marnie Ratkovsky, Emmanuel Episcopal
Debi Johnson, First Baptist, G.V
Leal Portis, Unitarian Universalist
Jim Schroeder, Peace Lutheran
Pam Sufleski, Sierra Presbyterian

Absent:

Judy Ludlum, Grace Lutheran
Lani Brunmeier, Twin Cities

Prayer led by Sue Van Son

Minutes of the October 27th meeting approved unanimously. Quorum was in attendance.

DRAFT BYLAWS FEEDBACK -

The Bylaws audit requirements were discussed briefly, including the requirement that the audit conclusions be presented to the Board, which will be done by providing the CPA's audit summary. Also discussed was the Purpose and other historical statements, revised to keep past language, but expanded to be more inclusive. The Board was reminded of the process necessary for Member Churches to approve the draft Bylaws at the January Annual Meeting, and the need for Directors to review changes with their Member Churches, if appropriate, so that any issues can be addressed in advance of that meeting. Board Members were also reminded of the need for each Member Church to formally authorize a representative to vote on the Bylaws at that meeting.

ANNUAL MEETING - January 26 at IFM

Hilary Dart, Julie Martin, and Marnie Ratkovsky agreed to provide coffee and snacks.
Board Members to encourage attendance of their congregation leadership.

SOLAR PROJECT UPDATE— Bob Thurman

Bids are in; one has been selected and will be submitted with USDA grant application. That grant would pay up to 35% (\$28,000). Board previously approved \$100,000 for project, but current estimate coming well below that. Executive Committee discussed changing schedule -

target is for March installation, with fundraiser in February. Chosen bid would include 25 year warranty on everything.

EXECUTIVE COMMITTEE UPDATE –

*Executive Director Job Review Update - Bob Thurman

Current part-time hours are proving impractical. Executive Committee has concluded that another employee is necessary as we have been unable to find volunteers to take on critical roles. They have considered, but not concluded, whether it is best to split the Executive Director roles of operations and development (i.e., PR and marketing), or to recommend a support person to the Executive Director. The board discussed the financial implications of this, and the Treasurer indicated that we currently have six months financial reserve, and that IFM could afford with current trend of donations, and even if holiday donations are down as a result of the matching campaign earlier in the year.

Motion made by Hillary Dart, and seconded, and approved unanimously to: Authorize additional part-time hire, to work in range of 20-24 hours per week, at total approximate cost of \$25,000 annually.

*2016 Fundraising Plans - Kathy Mollet

No gala this year; instead will have four primary fundraisers: 1) February Solar Event, 2) Paper Shred, 3) Matching campaign in May, 4) Paulette's in September. Goal is to raise \$100,000. Other income sources expected include \$58-60,000 in grants, and estimated \$28,000 for the Solar project. Member Churches provide approximately 50% of our budget.

EXECUTIVE DIRECTOR UPDATE – Sue Van Son

*Sue shared an appreciative thank you note from a client family

*SPD forms were distributed for board members to copy and distribute to obtain a community card that gives IFM 3% of purchases.

*Save-Mart - more Shares cards are on order.

*Food item donation suggestions - Sue will send a list.

*Volunteer key positions - same as before; still really need Facility Director

*2016 Calendar draft presented - send Sue any input, especially with regard to closure dates and event dates. All holiday distributions will again be on one day, Saturday. Trying to organize Postal Workers' Food Drive so as to not cancel Wednesday distribution. Volunteer luncheon to be at Peace Lutheran (new location - Jim has team, and Judy St. John will still organize food).

*Nutrition Committee - will begin meeting in February. Will consist of 9 volunteers, 1 director, and another person from December 3 cooking class.

*Thanksgiving Food distribution November 21 - 1,000 families came through (expected 1,300). Bowling alley expressed concern over traffic line through parking lot, so will work with them and police department to develop a designated traffic path.

*Sponsor a Family holiday cards sales have been very good, including \$2,000 by Jim at Peace Lutheran, and \$1,400 at Pam's church, Sierra Presbyterian.

Next meeting will be the Annual Meeting January 26, 8:30am, at IFM.