



Feeding Families, Fueling Hope for 30 Years



Interfaith Food Ministry 2018 Annual Meeting January 22, 2019



Feeding Families, Fueling Hope for 30 Years



Agenda

- | | |
|-------------|---|
| 8:30-8:45 | Morning Snacks & Mingle |
| 8:45-9:00 | Opening Remarks, Introductions, Prayer, Confirm Voting Quorum |
| 9:00-9:15 | Placer Food Bank ED, Dave Martinez |
| 9:15-9:45 | 2018 Year-end Review <ul style="list-style-type: none">- Challenges- Distribution Facts- Final P&L and Balance Sheet- Accomplishments |
| 9:45-10:30 | 2019 Plan and Budget <ul style="list-style-type: none">- Strategic Objectives- 2019 Goals- Budget Assumptions- Budget- Motion to Approve 2019 Plan |
| 10:30-10:45 | General Business <ul style="list-style-type: none">- IFM Board Officers – Motion to Approve- Motion To Approve November 2018 meeting minutes- Positions Needed – Development Director- Closing Remarks |



Feeding Families, Fueling Hope for 30 Years



2018 Review

2018 Challenges

- Some volunteers are stressed and key tasks are being compromised due to aging volunteers and reliance on a few for leadership positions.
- Change and communication with volunteers.
- Administering Good Neighbor Policy – traffic, parking, client loitering.
- At peak times food storage is inadequate.
- Dependency on Raley's and Placer Food Bank relationship for inexpensive food.
- Dependency on individual, local donors for bulk of revenue. Note: Challenging to meet revenue goal given competing cause worthy tragedies, such as the numerous wildfires.
- Managing potential for escalating payroll costs while retaining & hiring qualified individuals.

2018 Key Distribution Facts

Client Demographics

- Adults 75%
- Children 25%
- Seniors (55+) 27%
- Homeless 6.5%
- Average Income \$1,188/mo & \$14,256/yr

Client Trends

- New Families 807 (+8%)
- Reactivated Families 265
- Deactivated Families 527
- Families Served 3508 (+ 2%)
- Individuals Served 7838 (+ .8%)
- Average Family size 2.3 (-4.1%)

Distribution

- Total client visits 25,991 (+1.6%)
- Average visits per distribution day 174 (+2.3%)
- Open 149 days for regular distribution and 12 Saturday distributions
- Holiday Meals) to 3,445 families.
- 100,235 grocery bags of food (-1.7%)
- IFM \$\$s spent on food per client visit \$9.79
- Total value of food given per client visit - \$65.34

Interfaith Food Ministry of Nevada County

2018 Financial Results

(000's)	Budget 2018	Actual 2018	Bud vs. Act	% Var
REVENUE				
Business Contributions	\$ 19	\$ 9	\$ (10)	-52%
Individual Contributions	\$ 232	\$ 228	\$ (4)	-2%
Fundraisers	\$ 148	\$ 193	\$ 45	31%
Grants/Other	\$ 55	\$ 56	\$ 1	1%
Total Revenue	\$ 453	\$ 486	\$ 33	7%
Gross Profit	\$ 453	\$ 486	\$ 33	7%
EXPENSES				
Food and Food Supplies	\$ 320	\$ 255	\$ (65)	-20%
Staff Expense	\$ 90	\$ 82	\$ (8)	-9%
Operations Expenses	\$ 96	\$ 101	\$ 5	5%
Total Expenditures	\$ 506	\$ 437	\$ (69)	-14%
NET ORDUINARY INCOME	\$ (53)	\$ 48	\$ 101	-191%
OTHER INCOME & EXPENSE				
In-Kind Revenue	\$ 1,531	\$ 1,571	\$ 40	3%
In-Kind Expense	\$ 1,531	\$ 1,571	\$ 40	3%
NET INCOME	\$ (53)	\$ 48	\$ 101	-191%

2018 Financial Report

2018 Year-End Balance Sheet

	Total
ASSETS	
Current Assets	
Bank Accounts	\$235,375.61
Other Current Assets	\$20,015.08
Total Current Assets	\$255,390.69
Fixed Assets	\$881,326.33
TOTAL ASSETS	\$1,136,717.02
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	\$0.00
Other Current Liabilities	\$12,289.69
Total Current Liabilities	\$12,289.69
Long-Term Liabilities	\$206,219.78
Total Liabilities	\$218,509.47
Equity	\$918,207.55
TOTAL LIABILITIES AND EQUITY	\$1,136,717.02

2018 Financial Report

Performance Highlights to Budget

- Revenue 7% favorable to budget
 - Individual Contributions \$4k lower; have been trending down over last three years
 - Fundraising \$45k favorable
 - Matching Campaign \$23k favorable
 - Sponsor a Family favorable by \$26k
 - Grants right on Budget
 - 7% over target was achieved despite competing interests (e.g. Camp Fire, Hurricanes) countered by enormous focus of paid & volunteer staff required to achieve
- Expenses \$71k favorable
 - Food \$65k under budget (Placer Food County savings and great procurement effort)
 - Staff Expense \$10k under budget
 - 2018 included only 9 months of a full-time ED
 - Operations Expenses unfavorable by \$4k
 - Largest variances were Repairs & Maintenance under by \$5.7k and Miscellaneous Expenses over by \$3.5k, which included \$2.1k for new Security cameras from the Beam Center.
- Balance Sheet
 - Ending cash position \$235.4k, exceeding reserve requirement.
 - 2018 ending cash position is net of \$50k spent for parking lot paving and \$6k spent on new floor in Suite A

2018 Accomplishments



People

Hired new ED, Phil Alonso, April.

Hired new Monitor – Steve Massina, May

Replaced volunteer Treasurer position - John Brusher, August. Special thanks to Karen Holt, Rita Kahil, and Rick Kahil for filling-in while we were w/o a Treasurer.

Added co-Treasurer – Rita Kahil, November.

Replaced volunteer Board Sec. Position – Maxine Palmer, November

Managed 450+ volunteers and trained new leaders. Special thanks to our volunteer leadership team!

Successful Volunteer Luncheon and farewell to event for Sue.



Fund & Food Raising

Exceeded revenue by 7%.

Food procurement savings – under budget \$65k

Fundraisers – Matching, Sponsor a Family, Paulette's, Inaugural Hunger Run, Shred Day

Food Drives – Fill the Trailer w/Grocery Outlet, Safeway, Raley's, various schools, Fairgrounds, Nevada Union Choir.

Starbucks Food Share program.

Grants submitted 14, awarded 10, new 3

Increased followers & likes of IFM's Newsletter, Facebook & Website – 468-599 followers, 487-614 likes.

Planned Giving draft program submitted.

Hunger Action Month awareness campaign completed.

2018 Accomplishments



Partnering, Community Collaboration & Support

Cal Fresh, UW FAS, Public Health, Placer FB, FBNC, Food Council, Sierra Harvest, Hospitality House Homeless Count, Local farms, Salvation Army, Connecting Point, Sierra Nevada Memorial Hospital, Raley's, Grocery Outlet
Support 11 nonprofits + 5 new.



Deepen implementation of "Hunger To Health" program

Seven cooking classes, 60 clients.

Garden Gals and Gold Country Gleaning provided 7,000 lbs of local fresh produce to IFM.

Provided six week Diabetes Education Program with Connecting Point and Sierra Nevada Memorial Hospital.

Worked with Public Health Dept on Re-Think Your Drink program.

Developed 20/25 "Whole-sum" food goal with Nevada County Food Policy Council.



Operations & Facilities

Managed Feeding America transition of Raley's to PFB.

Received refrigerated truck from PFB for no cost except gas – September

Purchased electric pallet jack.

Repaved parking lot and installed drainage.

Removed Suite A carpet and 'installed' sealed concrete floor.

Operational efficiency improvements to the distribution area and switching to doing Holiday distributions out of Suite A.

2018 Accomplishments – To Top It Off



Achieved GuideStar Platinum level for business practices and transparency.



IFM named District One (nine county area) 2018 Nonprofit of the Year!



Feeding Families, Fueling Hope for 30 Years



2019 Plan & Budget

IFM Vision and Mission

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



Zero Hunger



20/25 - Hunger to Health



**People &
Organizational
Development**



**Partnerships &
collaboration are
key to our success.**



**Meet revenue
and expense
goals.**



**Focus on
stewardship,
integrity and
100%
transparency**



**Improve
operational
efficiency and
simplify**



**Zero accidents &
Zero food-borne
illnesses**



Zero Waste

2019 Goals



- Zero Hunger** – Extend IFM’s ‘reach’ to serve 100% of the food insecure people in Nevada County.
- Establish consistent way to measure IFM’s ‘reach’ and develop strategies to extend.



- 20/25 - Hunger to Health** – Support community-wide goal to increase consumption of nutritious food.
- Establish baseline measure/% of nutritious food IFM provides clients and set goal to increase.
 - Identify what the perfect nutritious bag of groceries look like?
 - Provide information to our clients and volunteers about nutritional food and how to prepare.
 - Increase procurement of free and purchased nutritious food from local sources/farms.
 - Expand Gleaning, Garden Gals programs, & Riverhill Farms type program (free).
 - Establish procurement strategy with local food providers (cost).



People and Organizational Development

- Hire replacement Development Director by April. Continue to refine succession plans for DD and ED and create succession plans for SoxBox Manager (Connie), Food Buyer (Ray).
- Volunteers are our number one asset. Find new ways to boost morale and make IFM fun, not work. Create opportunities for existing volunteers to apply their skills in different ways.
- Clients are always respected and IFM is a safe, secure place for all in need.

2019 Goals



Partnerships and collaboration are key to our success.

- Mature existing partnerships and collaborations, such as United Way, Sierra Harvest, PFB and NCFB. Be cautious about developing too many new initiatives.



Meet revenue and expense goals.

- Increase # of donors and average \$ donated.
- Offer Planned Giving options to donors.
- Diversify revenue by increasing grant \$'s from 11% to 17% of total revenue.
- Continue to be responsible stewards of donor's \$s. Maintain PFB/Raley's relationship to save \$, while also continuing to find new sources of food.



Focus on stewardship, integrity and 100% transparency in everything we do.

- Maintain GuideStar Platinum status.
- Provide public access to all financial records.
- Ensure that all accounting processes, standards, and the financial statements generated by them, are in accordance with GAAP.
- Maintain client confidentiality

2019 Goals



Improve operational efficiency and simplify. Make volunteer's lives easier, like the Suite A Door Project.



Focus on sustainability and **“zero waste.”** IFM existing efforts include pig food, gleaning program and solar panels. We will consistently measuring our impacts in these areas and develop new.



Focus on Safety **(zero accidents)** and Safe Food Handling **(zero food-borne illnesses).**

- Tied in with Operational Efficiency. Take deep look at what IFM does to prevent accidents. Convene annual Safety Training for both everyday safety and emergency response practices. ID volunteer to lead.
- Continue to refine food handling practices based on governing health codes and hold refresher trainings.

2019 Operating Plan

Major Assumptions

- **Revenue projected \$4k higher than 2018**
 - Individual donations down 9% (\$21k) due to competing interests (fundraisers, natural disasters) and projected continuation of declining trend in individual donors/average donation
 - Grants will be a focus, projected to increase from 11% of total revenue to 17% of total revenue \$74.8k
 - 2019 will have a Gala with projected revenue of \$40k
- **Expenses projected to increase 17%**
 - Food expense is projected to increase 18% (with 3% due to inflation) \$300k
 - Assumes 3% increase in client base
 - Assumes we continue to receive lower than market pricing from Placer County Food Bank
 - \$20k of the increase has been earmarked for partnerships with local farmers for healthy produce
- **Salary Expense projected to increase by 16%**
 - Includes a full-time ED for entire year (only 9 months in 2018)
 - Assumes one month overlap when back filling the Development Director position.
- **Operating expenses projected to increase by 13% \$13k**
 - Depreciation expense is increasing \$2k due to additional depreciation from the parking lot paving and the new floor in Suite A; Fundraising \$4k (Gala); Repairs & Maintenance \$3k; Vehicle expense \$3k (Fuel for truck)
- **Cash reserves decreasing from 2018 by \$16k, but still above reserve guidance at end of year**
- **No loan paydown is projected, but will be re-evaluated later in the year depending on actual revenue/expenses vs. projected**

2019 Proposed Budget

(000's)	Actual 2018	Budget 2019	YoY	% Inc/Dec
REVENUE				
Business Contributions	\$ 9	\$ 8	\$ (1)	-11%
Individual Contributions	\$ 228	\$ 206	\$ (22)	-10%
Fundraisers	\$ 193	\$ 190	\$ (3)	-2%
Grants/Other	\$ 56	\$ 85	\$ 29	52%
Total Revenue	\$ 486	\$ 490	\$ 4	1%
Gross Profit	\$ 486	\$ 490	\$ 4	1%
EXPENSES				
Food and Food Supplies	\$ 255	\$ 300	\$ 45	18%
Staff Expense	\$ 82	\$ 95	\$ 13	16%
Operations Expenses	\$ 101	\$ 114	\$ 13	13%
Total Expenditures	\$ 437	\$ 509	\$ 72	16%
NET ORDUINARY INCOME	\$ 48	\$ (19)	\$ (67)	-140%
OTHER INCOME & EXPENSE				
In-Kind Revenue	\$ 1,571	\$ 1,531	\$ (40)	-3%
In-Kind Expense	\$ 1,571	\$ 1,531	\$ (40)	-3%
NET INCOME	\$ 48	\$ (19)	\$ (67)	-140%

2019 Operating Plan

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

<u>Grantor</u>	<u>Timeframe</u>	<u>Revenue (Budgeted/Ask)</u>
• Church of LDS	January 2019	\$3k/\$3k
• Soroptimists GV	February 2019	\$1k/\$1k
• Grass Valley Elks	June 2019	\$2k/\$2k
• Teichert	June 2019	\$3k/\$6k
• United Way	June 2019	\$9k/\$16k
• Nevada City Elks	June 2019	\$2k/\$2k
• Save Mart Cares	July 2019	\$3k/\$3k
• Wells Foundation	October 2019	\$3k/\$4k
• WestAmerica Bank	Nov/Dec 2019	\$0.5k/\$1k
• Safeway	December 2019	\$4k/\$6k
• Soroptimists SF	December 2019	\$1.8k/\$1.8k

New Applications

- Briar Patch \$0.5k/\$0.5k
- AARP \$0k/\$10k
- TBD \$42k

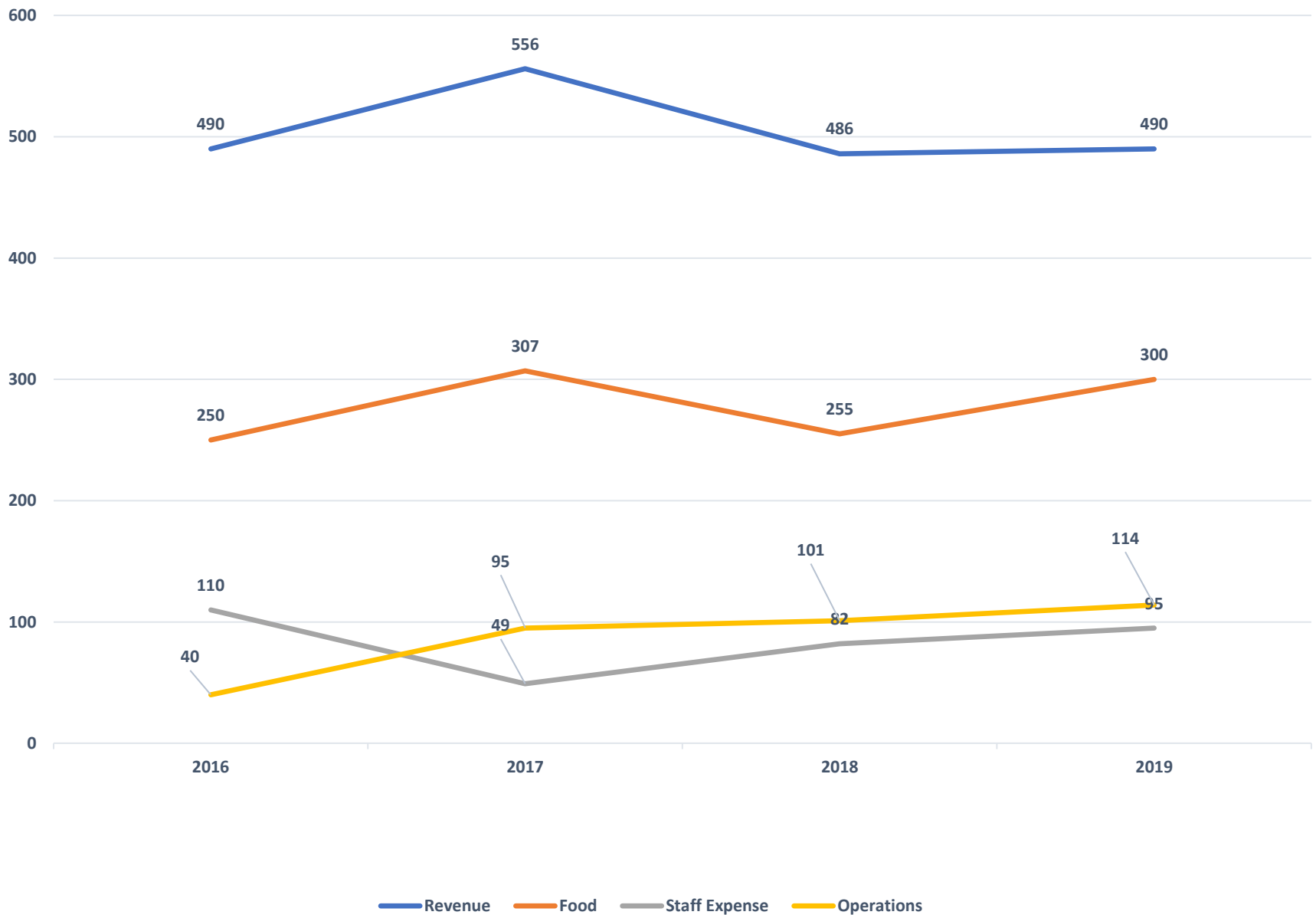
2019 Operating Plan

Fundraisers With Goals

- Fundraisers Sponsored by IFM: Timeframe Revenue
 - Matching Campaign March 2019 \$90,000
 - Gala May 2019 \$40,000
 - Paulette's Spaghetti Dinner October 2019 \$4,500
 - Hunger Run October 2019 \$6,000
 - Sponsor a Family Nov. & Dec. 2019 \$32,000
- Fundraisers Coordinated With Other Organizations:
 - E-Scrip Sign-ups with SPD & Save Mart February 2019 \$3,000
 - Shred Day with Owens Financial May 2019 \$4,000
 - Independence F/Hunger w/GO June 2019 \$6,500
 - Safeway's Hunger Is September 2019 \$4,000

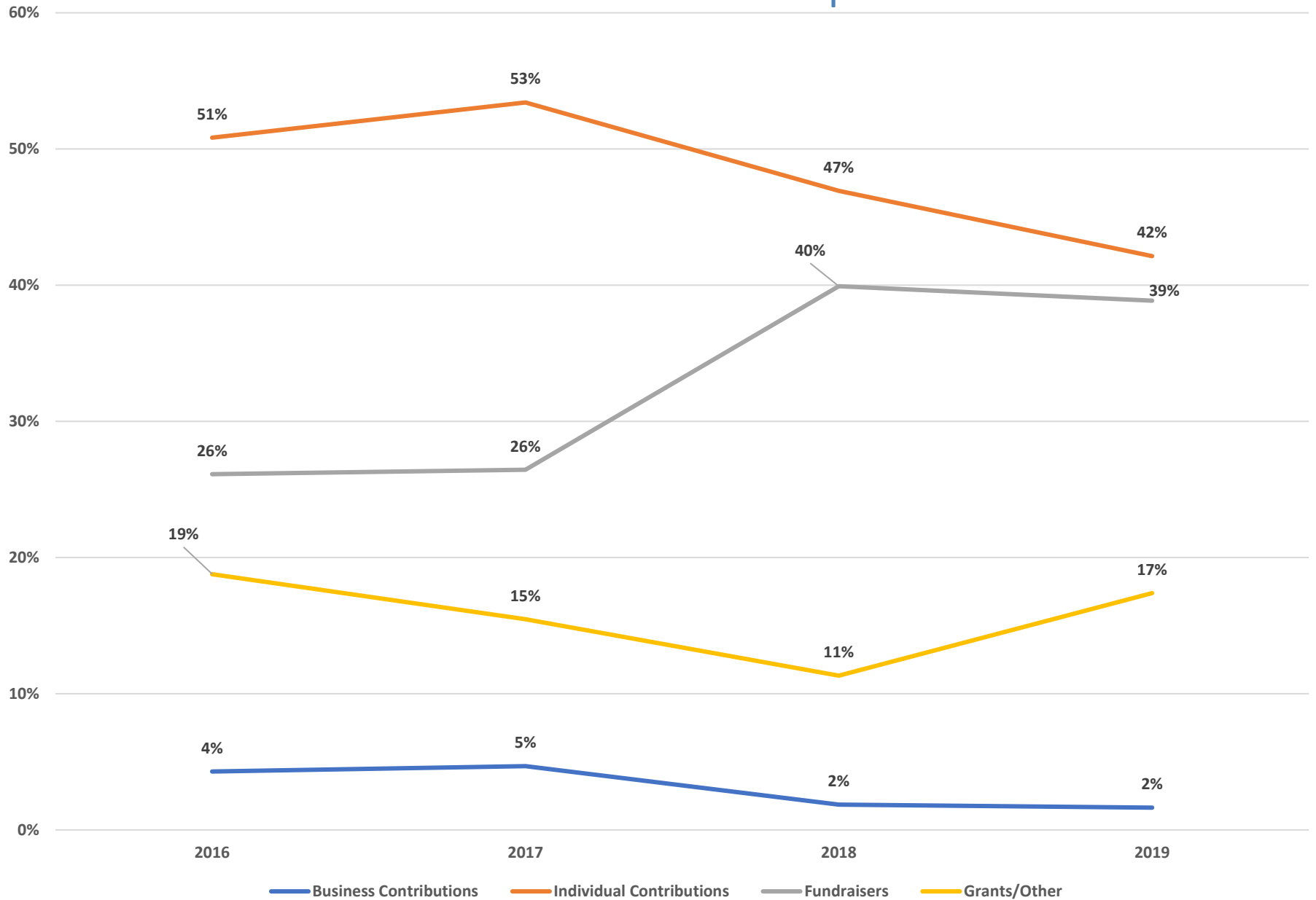
Interfaith Food Ministry of Nevada County

2016 - 2019 Trended P&L



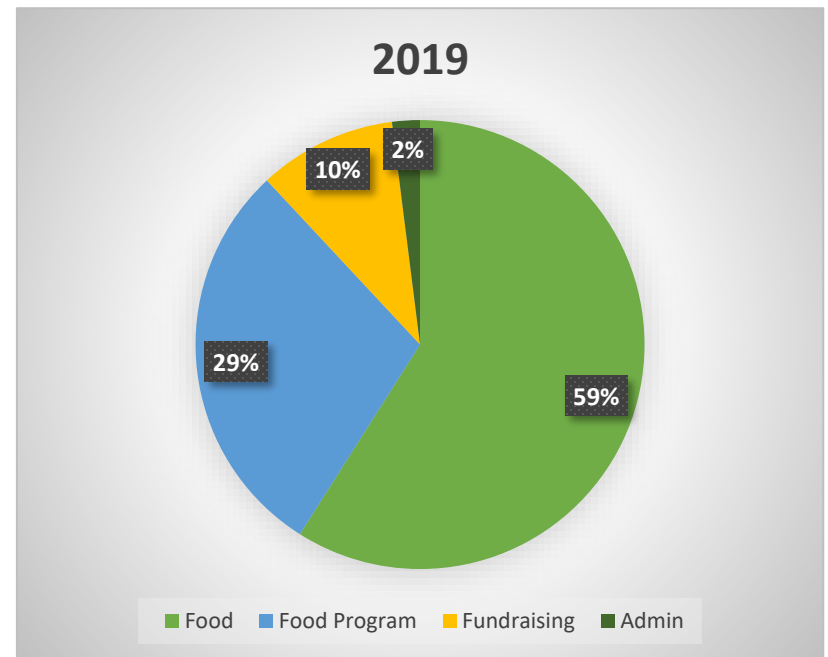
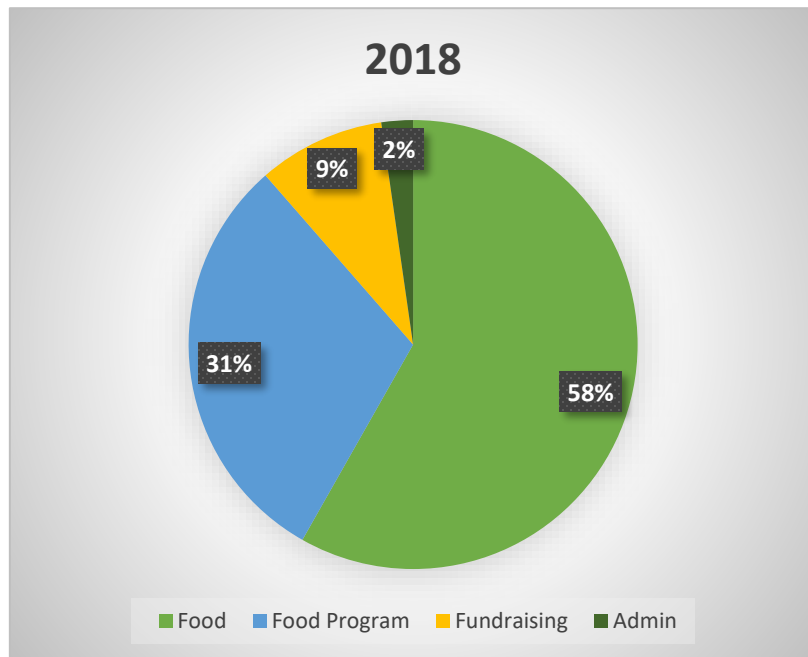
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2016 - 2019 Revenue Components



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2018 vs. 2019 Expense Allocation

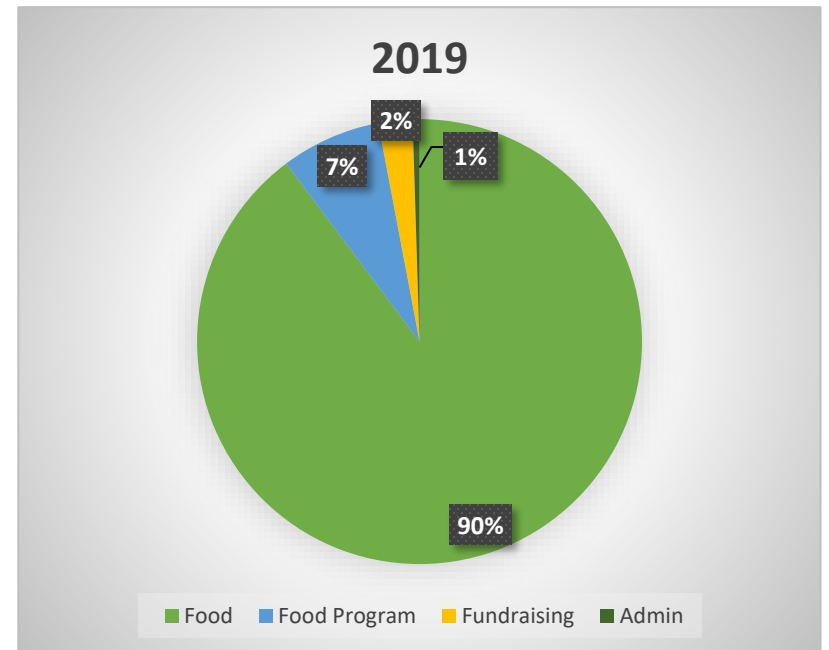
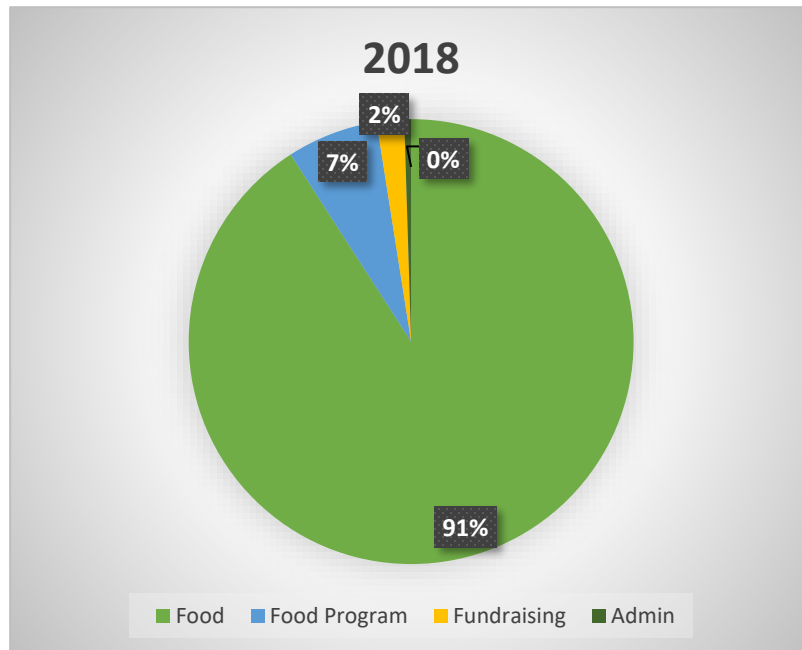


Interfaith Food Ministry of Nevada County

2018 vs. 2019 Expense Allocation – Food, Donated Food & Food Program

2018
97.4% Actual vs.
Projection of 98.1%

2019
Projection
96.9%





Motion

- Motion #1 to approve the 2019 Plan & Budget



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General Business Agenda

10:45-11:00 IFM Board Officers – Motion to Approve
Motion To Approve Nov 2017 mtg minutes
IFM Positions needed
Next Board meeting February 26th, 2018, 9AM

Closing Remarks

2019 IFM Board Officer Vote



➤ Nominees

- President – Bob Thurman
- Vice President – Rick Kahil
- Treasurer – John Brusher
- Co-Assistant Treasurer(s) – Karen Holt & Rita Kahil
- Secretary – Maxine Palmer

- ## ➤ Recommended Motion: To approve all nominees for 2018 IFM Board officer positions as listed above for a one year term



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Wanted

- **Development Director – Paid PT Position (24 hrs/wk)**
 - 1. Coordinate events, including fundraisers, food drives, and volunteer luncheon.
 - 2. Public relations, social media, marketing, newsletters. 3. Donor management and thank you's. 4. Grants management.
- **Facility/Maintenance – Volunteer Position (4 hrs/mo)**
 - Join a team of 4-5 people who share the responsibilities related to regular maintenance and facility upkeep.
- **Driver – Volunteer Position (6 hrs/mo)**
 - Join a team of 30 people who use their own vehicles to pick up donated food from local grocery stores and unload them back at IFM. Each volunteer signs up for 2-3 mornings of driving per month. Starts at 7:30am and usually takes about 2 hrs.

Recommendations or interested?

eMail: info@interfaithfoodministry.org



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Thank You!

To our volunteers
40,603 hours!



To our donors, big and small.





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Backup

2018 Significant Facts

Client Profile

- 7902 Registered families (+10% over ye 2017)
- 3508 Unique families (+2%)
- 807 New registered families (+8%)
- 75% Adults
- 25% Children
- 27% Seniors
- 6.5% Homeless
- Average Income - \$1188/mo or \$14,256/yr

Visit Information - 2017 vs 2018

- 62,807 individuals served (+1.6%)
- 25,991 families served (+0.9%)
- 21% of our clients used our services 1 time only
- 68% of our clients used our service 3 times or more
- Average 499 client visits a week (+9.3%)

Family Demographics

- 1 - 44%
- 2 - 19%
- 3 - 12%
- 4+ - 25%
- Families with children - 32%

Food Provided - 2017 vs 2018

- 100,235 Bags of food (-1.7%)
- \$254,545 spent on food (-17.5%)
- \$1,443,602 in donated food (-7.6%)
- Discounted value of food - \$1,698,147
- Holiday Meals Provided to Families (3445)
 - Easter - 1023
 - Thanksgiving – 120
 - Christmas - 1216

Interfaith Food Ministry Client Stats As Of December 31, 2018

Interfaith Food Ministry Client Stats As Of December 31, 2018					
Client Profile		2017	2018	Incr/Decr	% Inc/Decr
Total Registered Families		7,181	7,902	721	10%
Active Families		3,815	4,547	732	19%
Families Who Used Our Service		3,449	3,508	59	1.7%
Individuals		7,791	7,838	47	0.6%
Adults		75%	75%		
Children		25%	25%		
Seniors (Included in Adults)		24%	27%		
Homeless		6.3%	6.5%		
Visit Information		2017	2018		
Total # Of People Served		61,802	62,807	1,005	2%
Total Client Visits		25,771	28,991	3,220	12%
Average Client Visits/Week		496	499	3	1%
% Who Visited 1 Time		21%	21%		
% Who Visited 2 Times		12%	11%		
% Who Visited 3+ Times		67%	68%		
Food Provided		2017	2018		
Total Grocery Bags		101,943	100,235	-1,708	-2%
Avg Bags/Family		3.96	3.46	-0.50	-13%
Avg \$ Value of One Bag (Staples +)		\$18.36	\$16.94	\$ (1.42)	-8%
\$ Value Of Food Distributed					
Total		\$1,871,789	\$1,698,167	-173,622	-9%
Donated		\$1,563,150	\$1,443,602	-119,548	-8%
Purchased		\$308,639	\$254,565	-54,074	-18%

2018 Special Food Program Stats

Specialty Bags

- Total Client Visits 3,301 (+19.4%)
- Unique Families 586 (+9.3%)
- Unique Individuals 835 (+10.2%)
- Adults 86%
- Children 14%
- Seniors 21%

Holiday Distributions

- Easter 1023 Families
- Thanksgiving 1206 Families
- Christmas 1216 Families

Food Access Saturday

- Number of Distribution Days 12
- Total Client Visits 376
- Unique Families 168
- Unique Individuals 481
- New Clients 45
- Bags of Food 2582
- Adults 64%
- Children 36%
- Seniors 12%
- Homeless 2%