



Minutes of the IFM Board Meeting, June 28, 2022

Board Staff & Officers

Venus Paxton, Program Manager
Phil Alonso, Executive Director
Shelby McNamara, Development Director
Bob Thurman, President
Rick Kahil, Vice President
Sandy Hakala, Treasurer **Absent**
Robert Emmett, Assistant Treasurer, **Absent**
Laura Perry, Bookkeeper
Mary Eve, Interim Secretary
Supporting Churches (No Board Rep)
Christian Science Church
First Baptist Church
Sierra Center for Spiritual Living

Board Members

Tim Gizzi, Calvary Bible
Deborah Wilder, Church of Latter Day Saints, NC
Carol Fegte, Emmanuel Episcopal GV
Gaye Rogers, Grace Lutheran **Absent**
Kari Gaul, United Methodist, GV **Absent**
Jan Alessi-Marrer, United Methodist, NC
Diane Chang, Seventh Day Adventist
Joan Denzler, Sierra Pines Methodist
Julie Clutter, Sierra Presbyterian **Absent**
Karen Hoida, Trinity Episcopal, NC **Absent**
Linda Grube, St. Patrick's **Absent**
Anne Lyon, Unitarian Universalist
Jeff Hebert, St. Canice **Absent**
Judi Wade, Twin Cities
Jim Schroeder, Peace Lutheran

1. Opening remarks, prayer, confirm quorum, approve February meeting minutes

The meeting came to order at 9:05 am. Carol Fegte led a prayer. Phil Alonso established that a quorum was met. Jim Schroeder moved to approve the minutes of the April meeting. The motion was seconded by Joan Denzler. All were in favor, and the motion carried. Phil Alonso introduced Mary Eve, an interim secretary for this meeting.

2. Client Statistics

The number of clients is higher, a 55% increase over a similar timeframe from last year (55% includes Partner Agencies). When looking at just IFM clients attending our food distributions, the increase is 35%. There will be more information at the mid-year report to be presented at the July 26th Board meeting.

3. Food – Challenges & Budget Trends

Phil presented a report on the current food expenses as of May. The cost for food, as of May, was \$215,880, which, if continues at this rate would result in an annual cost of \$550,000, significantly over the budgeted \$385,000. The current food costs for the Partners is \$23,762, which could result in an annual cost of about \$45,000, \$15,000 over the current budget of \$30,000. The current expense for Holiday food is \$16,935, which could result in a total annual expense of \$55,000, compared to the current budget of \$35,000. Overall, the cost of food at this rate might come to \$650,000, around 30% over the current budget of \$450,000.

In summary, the number of clients is up, the cost of food is up, and we will definitely exceed the budgeted food costs. A more detailed report at mid-year, including the patterns of revenues, will be reported at the next meeting.

4. Holiday preparation

We need to plan for the holiday meals, specifically the problem of Thanksgiving turkeys. Because of inflation and “bird flu”, the cost of turkeys is going to be high and availability scarce. The options of providing turkeys and chickens vs. the use of grocery gift cards was discussed. There are pluses and minuses for both. Venus reported that the staff did a survey of clients last week, and the preferred option was overwhelmingly that they prefer turkeys. After long discussion, Bob summarized that the Board feels it is our goal to try to provide turkeys and to look to the community’s willingness to donate the extra revenue to allow us to do that, and for supporters to purchase turkeys themselves and donate them to IFM. In addition, the Board feels the use of grocery cards is the “last resort” and we should do everything we can to procure turkeys and/or other holiday meat options. To make the decision requires more information from vendors and from other food banks. The time to put in the orders is not far away, and this issue is a difficult one.

Deborah Wilder offered to contact the LDS Church Warehouse/Food Program and follow up with Phil and team.

5. Volunteers

Due to retirement, vacations, and many other things, we need more volunteers. The staff has done several things, such as luncheons, to show our appreciation of volunteers. We need to get more traffic control people, since the number of cars is growing. We also need to deal with the impact of longer lines of cars in the parking lot on our neighbors. IFM also needs to remind everyone about washing hands to stop any illness spreading and keeping food safe for our clients.

6. Projects

- Zero Waste: Phil and Bob led a discussion of the Bio-digester project and the idea of “Farm to fork to farm” We are looking into buying a **bio-digester** to process the food waste into fuel and fertilizer. The goal is to keep food waste out of landfills. Our next step would be to form a committee to work with several stakeholders to research options, gather community input, and fundraise. Then towards the end of the year, the collaborative could apply for a grant of \$250,000 from Cal Recycles to help cover the costs. This project would require IFM to:

A. be one of the Lead Agencies on the project, and

B. be the Lead Fiscal Agency on the project and use our fundraising platform.

Several Board members raised concerns, wondering if this project is “on the fringe” of our basic mission of providing food to those in need. It was agreed that IFM might want to participate in this project with other organizations, but IFM should NOT be one of the Lead Agencies and should NOT use our fundraising platform for it.

It was suggested that this idea be discussed further as part of our strategic planning meetings.

- We will table discussion on the **E-waste** project until next meeting.
- The **new roof** should be done by the end of this week. Next week, the solar panels will be reinstalled back on the roof.
- Bob has been working with Brady at GV Electric and has submitted plans for a permit from the City of Grass Valley for a generator to be installed at IFM. We will use part of the CDBG grant to purchase the **generator** and pay for the install. Once the permit is finalized, the bid package will be developed and reviewed by the County. No eta for completion of generator install.

- Our initial order for the new truck was placed last November. Originally, we were told a target of April for delivery. That was pushed back to August and now most recently it has been pushed back again to October!

7. Cyber Liability Insurance

Since we receive funding from Nevada County, they are recommending we purchase Cyber Insurance, although it is not a requirement. . The cost is \$2,300. However, most of our data is on an Amazon servers with an auto-back up process. In addition, we do not have the social security numbers or other sensitive information of our clients. The insurance will not protect us from being hacked; it only pays for the cost of restoring the information that was taken. It would be a good idea if we tighten our passwords used by volunteers to enter data. Deborah shared her experience with hacking and recommended that we need to have a good IT person we can call if we are attacked.

It was generally agreed that Cyber Insurance at this cost would NOT be worth it.

8. Mandatory Retirement Plan

California employers of 5 or more employees must now have a retirement plan. IFM is looking at two possibilities: CAL Savers or a plan by QuickBooks. The latter is more flexible for employees. It would cost \$50 base, plus \$5 per employee per month. The Board agreed with this.

9. New Copy/Printer Purchase

The old printer loses its warranty and service contract in August of 2022. IFM has three choices: We can take our documents to an outside copier business, buy a used copier, or buy a new copier (with a Non-Profit discount). A motion to buy a new copier/printer machine for \$6,510 was made by Deborah Wilder, seconded by Tim Gizzi, and approved by all.

10. Strategic Planning

The members of the Strategic Planning Committee (so far) are Rick Kahil, Deborah Wilder, Diane Chang, Jeff Hebert, Phil Alonso, and Bob Thurman.

11. Next Meeting:

The next meeting will be Tuesday, July 26th, 9am.

“Disaster Support Readiness” will be on the agenda.

It was agreed that we will continue with Zoom meetings for now, rather than in-person.

The meeting adjourned at 11:00am.

Respectfully submitted,

Mary Eve
Interim Board Secretary