



IFM Meeting of the Board and Member Churches, May 28, 2019 at 9:00 a.m.

Board Officers Present

Phil Alonso, Executive Director
Naomi Cabral, Development Director
Lindy Beatie, Development Director
Bob Thurman, President
Rick Kahil, Vice President
John Brusher, Treasurer
Maxine Palmer, Secretary

Board Members Present

Janet Kelley, Christian Science Church
Marnie Ratkovsky, Emmanuel Episcopal
Gaye Rogers, Grace Lutheran
Eleanor Kenitzer, Nevada City United Methodist
Jim Schroeder, Peace Lutheran
Diane Chang, Seventh Day Adventist
Joan Denzler (Nancy Senger), Sierra Pines Methodist
Pam Sufleski, Sierra Presbyterian
Jeff Hebert, St. Canice Catholic
Nancy Koring (Jeff Hebert), St. Patrick's
Judy Wade, Twin Cities
Connie Wright, Unitarian Universalist

Absent

Tim Gizzi, Calvary Bible
Debi Johnson, First Baptist Church
Cheri Eckholt, Grass Valley United Methodist
Sharon Ross, Sierra Center for Spiritual Living
Karen Holt, Assistant Treasurer
Rita Kahil, Assistant Treasurer

Gaye Rogers led the group in prayer.

It was confirmed we had a quorum.

A motion was made by Jeff Hebert to approve the April minutes as presented. Marnie Ratkovsky seconded the motion. The motion was approved.

Q1 2019 Financials - John Brusher

- Current assets are greater than current liabilities. IFM is in good financial shape.
- Q1 was right on budget.
- Q2 looks to be on target through the first 6 weeks of the quarter.
- Still getting good food prices from Placer Food Bank and Ray Moore is finding good deals so we are under on the food budget. Cal Fresh grant is behind on their payments so grants are behind \$2,000. Operation budget is \$2,000 over because of extended cold weather (more gas).

Travel and Expense Policy - John Brusher

- This policy covers mileage and business meals for IFM's paid employees.
- Expense forms should be submitted in a timely fashion and approved by Phil for Lindy, Naomi, and Steve. Phil's expense forms would be approved by Bob Thurman.
- This policy will be managed within a certain budget which will be presented to the Board for approval at the next meeting.
- A motion was made by Jeff Hebert to approve the policy as presented. Eleanor Kenitzer seconded the motion. The motion was approved.

Gift Card Policy - John Brusher

- Holiday Market gives IFM gift cards totaling approximately \$2,000 each year. The Food Committee uses them to purchase food items on sale.
- These gift cards and others received from other sources, should be treated as cash and recorded as a donation. Gift cards should be kept in a secure place, used in a timely manner, and receipts returned.
- A motion was made by Gaye Rogers to approve the policy presented with the amendment, "Gift cards are to be used in a timely manner". Jeff Hebert seconded the motion. The motion was approved.

Fund Development - Phil Alonso, Naomi Cabral, Lindy Beatie

Naomi Cabral, Development Director for Fund Raising, Marketing and Social Media (14 hours/week) and Lindy Beatie, Development Director for Grants and Donor Relations (10 hours/week) were introduced to the Board and each spoke a little about their experience and hopes for IFM.

- **Shred Day** - Naomi, Rick and Phil collected \$3,265 at the Shred Day operated by Owens Estate Planning and Financial on Saturday, May 18th. This amount was a little lower than last year's event. May consider an earlier date next year to avoid other shred events and advertise the event well in advance.
- **Gala** - A little over \$20,000 was made this year which is a little less than the last Gala. The budgeted goal was \$40,000. Approximately 200 tickets were sold. There were not as many high bidders this year and fewer sponsors. Overall, everyone enjoyed the event. Thank you to all of the volunteers!
- **Fill The Truck** - The IFM truck will be in the Grocery Outlet parking lot May 31st, June 1st and June 2nd with the hopes of filling the truck with non-perishable food. Banners will be on the sides of the truck. Volunteers are needed for Friday and Sunday to help organize food donated in the truck.
- **Bag Summer Hunger** - Both Safeways are participating in this program. IFM wrote a grant to be a recipient of this program. Donations made at the cash registers will be matched by Safeway. Safeway will pallet the food for IFM. No volunteers from IFM are required.
- **Grants** - IFM is waiting to hear about several grants in June (EFSP, Teichert, United Way and others). Briar Patch has designated us as their November cause. Church of Latter Day Saints has donated \$3,000 to IFM for purchasing food. Lindy is actively looking for new grants.
- **Hunger Run** - Have not heard from Alta Sierra Golf and Country Club about using their course on Sunday, September 29th, for this event.
- **Fill The Barrel Project** - Jolie Allen and her father, Scott Allen, have gotten approval from nearly every grocery store in the area to place food donation barrels near their entrances year-round. Businesses and families can also sponsor a barrel for \$500. IFM will collect the food from the barrels weekly.
- **Board Member Ideas for Fund Raisers** - Members are challenged to think of small efforts to raise money. Night out at a restaurant (10% of proceeds) and Paulette's Spaghetti dinner night are examples. The IFM website has a "Ready to Help" section with tips on how to organize food and fund drives. Eleanor Kenitzer shared that a number of area churches are getting together to assemble birthday bags that are distributed to clients at IFM.

Operations Updates - Phil Alonso

- **20/25** - Sierra Harvest and The Food Policy Council have a goal of 20% wholesome food by 2025. IFM was their first client and efforts are underway to achieve this goal. River Hill Farms will match IFM funds up to \$3,000 (for a combined total of \$6,000) and River Hill Farms will donate another \$3,000 worth of produce. IFM will receive \$9,000 worth of produce from this program for \$3,000. Sierra Harvest is also working with IFM to identify farms to make purchases from and may donate some 2nd grade produce to IFM.
- **Hunger to Health Committee** - Instead of offering more cooking classes, Wendy, through public health, will have samples of prepared food for clients to sample while waiting in line. Recipes will be available. Kale salad will be offered in June.
- **Nevada County Food Bank** - A new Executive Director, Nicole McNeely, and a new Board president at Nevada County Food Bank are actively working with Phil on a new and stronger partnership with IFM. The Food Bank is currently passing on some excess frozen meat (ground beef, pork chops, etc.) to IFM. The last two weeks of June, IFM clients will receive extra meat.

- **Expand Reach** - IFM would like to expand to reach to more clients. Consideration may also be given to allowing weekly distributions to clients. Discussions are taking place about a pilot program with Meals on Wheels to deliver a bag of ready-to-eat (or easily prepared) items from IFM in addition to the prepared meal. Deliverers would provide feedback from the customers about what they would like in the bag.

Eleanor Kenitzer made a motion to adjourn the meeting. Jim Schroeder seconded the motion. The meeting was adjourned.

Respectfully submitted,
Maxine Palmer
IFM Secretary