



## Zoom IFM Board Meeting, June 22, 2021 at 9:00 a.m.

### Board Officers

Phil Alonso, Executive Director  
Naomi Cabral, Development Director  
Venus Paxton, Program Manager - **Absent**  
Bob Thurman, President  
Rick Kahil, Vice President  
Sandy Hakala, Treasurer  
Robert Emmett, Assistant Treasurer - **Absent**  
Laura Perry, Assistant Treasurer  
Maxine Palmer, Secretary

### Guests

Todd Parker, guest

### Board Members

Tim Gizzi, Calvary Bible - **Absent**  
\_\_\_\_\_, Christian Science Church - **Absent**  
Carol Fegte, Emmanuel Episcopal  
\_\_\_\_\_, First Baptist Church - **Absent**  
Gaye Rogers, Grace Lutheran  
Kari Gaul, Grass Valley United Methodist  
Eleanor Kenitzer, N.C. United Methodist - **Absent**  
Jim Schroeder, Peace Lutheran  
Diane Chang, Seventh Day Adventist  
\_\_\_\_\_, Sierra Center for Spiritual Living - **Absent**  
Joan Denzler, Sierra Pines Methodist  
Julie Clutter, Sierra Presbyterian - **Absent**  
Jeff Hebert, St. Canice  
Linda Grube, St. Patrick's  
Karen Hoida, Trinity Episcopal of Nevada City  
Judi Wade, Twin Cities  
Anne Lyon, Unitarian Universalist - **Absent**

It was confirmed we had a quorum.

Diane Chang led the group in prayer.

Carol Fegte moved to approve the May 2021 Board minutes with the correction of two typos noted by Carol. Jeff seconded the motion. The motion was approved with all in favor.

### Operations and Fund Development Update - Phil Alonso

Distribution has seen fewer clients recently with 100-130 families visiting each day (M/W/F). Food Access Saturday participation has also been lighter with 15-20 families each Saturday. There are adequate volunteers on Tuesdays, Wednesdays, and Thursdays. Mondays and Fridays at times need more volunteers. Phil asked Board members to seek volunteers from their congregations for Mondays and Fridays.

Food Procurement is going well. The Food Committee meets monthly and has recently added tofu for vegetarians and alternative milk products some clients request in place of regular milk. Hilary Dart has recently taken over more of Ray Moore's duties related to the procurement of fruits and vegetables. IFM is busy adding new local farms for fresh produce.

High School Pantry program is taking a hiatus for the summer but will be back in the fall at all three high schools.

Hospitality House is now ordering food through IFM. This allows them to share our buying power and the storage space at IFM. They are sent invoices for the food.

Sierra Harvest is supporting IFM through their Gleaning program and IFM's partnership with them continues to expand. As part of our efforts to purchase more food locally, we have signed on Sierra Harvest's Food

Love Farm location and begun purchasing produce from them. Sierra Harvest, in turn, has offered to help promote our new(ish) Good Food for All fundraising campaign. More dollars are being spent on local produce.

**Freedom Festival** is a new fundraiser sponsored by True Value Hardware of Penn Valley and Grocery Outlet to benefit both IFM and the Food Bank of Nevada County. There will be a kick-off event on July 2nd from 6:00-9:00 p.m. in Lake Wildwood. Donations will be collected the entire month of July at Grocery Outlet. This fundraiser replaces the “Fill The Truck” event Grocery Outlet used to hold for IFM. Volunteers are needed for the July 2nd event and are asked to contact Naomi Cabral if interested.

### **Client Survey Results - Phil Alonso**

- A total of 470 completed client survey forms were turned in.
- 66% indicated they also visit Seventh Day Adventist Church/Food Bank of Nevada County. 33% said they only go to IFM for food. Since both IFM and the Food Bank of Nevada County have been giving out more food, clients have had to visit less frequently. 41% of the respondents also participate in the CalFresh food stamp program.
- 73% experience no barriers to visiting IFM. 27% indicated they have some barriers. Half of this 27% said they would come more often if they could come every week. The Food Committee felt clients could be allowed to come in once a week (instead of three times a month) for a trial period during July, August, and September. It was agreed the current food budget could probably handle this increase. Carol Fegte said that the produce we give clients is very good and very generous. Carol questioned whether families could eat that much produce if given each week. Rick Kahil shared that after we went to three times a week, 86% of clients continued to visit only once or twice a month and 14% took advantage of all three times. Rick said 4-5% (approx. 4 clients/week) would probably come in all 4 weeks and this should have minimal impact. Higher client numbers or an increase in the cost of food could force us to overspend our food budget and force us to reduce the number of visits per month. We will review the impact at the end of September. Diane Chang said CalFresh benefits are doubled right now and clients are also receiving extra unemployment benefits. Once these benefits go back to normal, our client numbers may increase.
- 63% of clients had no change in their need for food assistance in the last 12 months. 33% indicated an increased need for food assistance in the last 12 months.
- When asked which food items were most important, 60% said dairy, 50% said protein, 45% indicated produce, 27% said grains and 20% said staples.
- The foods clients wanted more of were produce (30%), protein (30%), and dairy (17%). 8% of clients wanted more provision- for special dietary needs. The Food Committee will review these results.
- 88% of the clients liked the drive-thru model. 12% liked going inside better. Maxine shared that as a receptionist, there are fewer negative client-to-client interactions with the drive-thru model. IFM plans to continue with the drive-thru model for the foreseeable future.
- 76% indicated they would struggle to have enough food without IFM. 55% said the money they saved on food was used to pay bills and/or rent.
- 30% were introduced to new food and tried new recipes handed out by IFM. 10% received diapers, baby food, and/or formula.
- 42% of clients who responded were interested in participating in a community garden. 40% would like cooking classes and recipe sharing. The Hunger to Health committee will discuss these results. 26% expressed a desire for help establishing a garden at home (possibly, in conjunction with Sierra Harvest). 8% wanted training on how to eat nutritionally.

- 20% would like help with a household budget and 12% would like job training and possible food careers. Rick Kahil suggested IFM hand this off to Owens Financial or somebody else qualified to help. Hospitality House had some culinary training at one time. Phil suggested clients call 211 for information regarding free community classes.
- Phil shared that we are still calling clients that have not been here for 6 months with the hope of hearing success stories and/or issues that have kept them away.
- Naomi said that Guidestar is asking for data regarding client employment, income and racial diversity. Phil said we have historical data but that with the drive-thru model, supervisors are no longer completing the grant forms with clients that ask for this information. Rick said he would send Naomi what we have. Phil suggested the next step will be to re-implement the completion of grant forms.

#### **Investment Strategy Recommendation - Sandy Hakala**

- As of May 1st, IFM has more than 1.2 million dollars in available cash.
- IFM has a Facilities Reserve of \$135,000, a (3 month) Operating Reserve of \$160,000, and expenditures for food have been \$40,000 under budget for the past 3 months. All of this money will remain in local banks and is easily accessible. Sandy will work with the banks on short-term money market accounts for these funds.
- At Baird, we have \$408,000 from estates.
- In addition, there is \$475,000 in local banks not assigned to anything yet.
- Now that we have the bulk of the results of the client survey, the Executive Committee feels it has a better idea how much money will be needed to address client needs.
- With the survey results in mind, it was suggested we move \$100,000 of the \$475,000 to Baird—making the account at Baird \$575,000. Sandy will then proceed with the investment strategy of \$250,000 (20/80) and \$250,000 (15/85) with the long-term possibility of making 5% income.
- The “unassigned” \$375,000 will be available for long-range goals/plans based upon survey results. Rick Kahil said that should the CDBG grant not come through, IFM would still have these “unassigned” funds to purchase a new refrigerator truck (\$150,000) and a generator (\$50,000) with \$175,000 left for any other identified needs.
- Naomi expressed a concern that so much money in the bank makes us ineligible for some grants. Bob said he is less concerned about the cash and more focused on developing a long-term strategy.

Jeff Hebert made a motion to move \$100,000 to Baird (making the total at Baird \$575,000) and that we proceed with the investment strategy (\$250,000 in 20% equities/80% cash and \$25,000 in 15% equities/85% cash). Jim Schroeder seconded the motion. The motion passed with all in favor.

#### **Update on COVID-19 Protocols - Phil Alonso**

- For volunteers and clients, masks are now optional but encouraged. IFM still provides masks to those who want them. Phil said that a few have continued to wear masks.
- IFM’s four employees are not required to wear masks if vaccinated. Those not vaccinated must wear an N95 mask inside. IFM is required to supply these N95 masks. Outside, employees not vaccinated do not have to wear a mask but must stay socially distanced (6 feet).
- In the morning meetings, Phil has continued to encourage mask wearing and hand washing. There is still a sign-in sheet as a COVID procedure.
- Bob Thurman wants everyone to be encouraged to wear a mask and if not vaccinated, they should wear a mask.
- Diane Chang said Safeway has a sign posted requiring non-vaccinated customers to wear a mask.

#### **Compensation Review with Recommendation - Bob Thurman**

- Michele Gaudinier completed a compensation and benefits review packet that included several other non-profit organizations similar to IFM in the Grass Valley area as well as Auburn and Roseville.
- Information was also entered into a tool Hospitality House has to help determine compensation for executive directors.

(The Zoom connection was terminated. A special Board meeting was held June 29th to vote on the recommended compensation package for Executive Director.)

Respectfully submitted,

Maxine Palmer

IFM Secretary