

IFM Board Meeting, Oct. 21, 2013

Board Members Attending

Lani Brunmeier, Twin Cities
Pam Sufleski, Sierra Presbyterian
Mary Albrecht, Grace Lutheran
Nels Nelson, Christian Scientist
Marnie Ratkovsky, Emmanuel Episcopal
Bernie Delgado, St. Canice Catholic
Rick Kahil, Grass Valley United Methodist
Bill Kerler, Calvary Bible Church
Jim Schroeder, Peace Lutheran
Joan Denzler, Sierra Pines Methodist
Nancy Koring, St. Patricks Catholic
Gabrielle Boulard, Sierra Center for Positive Living

Also, 3 officers and 5 volunteers.

Absent: Pat Paddock (UUCM), Dianne Chang (Seventh Day Adventist), Debi Johnson (First Baptist), Joan Denzler (Sierra Pines Methodist)

The meeting started with a prayer led by Gabrielle Boulard

Pam Sufleski was introduced as a new board member replacing Bill Dempsey at Sierra Presbyterian.

Minutes of September meeting: Approved with correction. Nancy Koring, St. Patrick's, was absent

Financial Report & Client Metrics (See IFM Website, IFM Documents for report details)

Rick Kahil provided an overview of Jan-Sept Financial Summary in Dick Singleton's absence.

Total receipts up 33% primarily due to Building Fund fundraising focus.

Total operating expenses up 2% due to Operational Overhead.

Total cash up 21% due to increase in Building Fund.

Rick Kahil provided an overview of Client Metrics as of Sept 30, 2013. Key points included:

Total people served has increased 3% year/year.

Demographics of our clients remains relatively unchanged.

Open conversation ensued regarding food program

Placer food bank has been helpful and very supportive of partnership.

39% of our purchases are protein (USDA requires 30%)

Donated food up 19% & purchased food costs have decreased by 6%. (Fantastic job by food committee to control costs)

Executive Director Report

Hourly Update: Consistent with operations at 2/3. About 25 hours per week.

Thanksgiving & Christmas delivery drive through will be at new facility (possible shuttle)

Volunteers: Need receptionists (must be computer-savvy)

Leadership needs (desperate):

--Someone to oversee Nov. 23 Safeway bag purchases

--Supervisor for Fridays

--Holiday distribution coordinator

--Decorations coordinator for May 3 Gala Event

--Clients working as volunteers have caused some problems.

ACTION: Motion: Clients can work on Tues and Thursday packing only. Clients now working in distribution on open days (Mon, Wed, Friday) will be retained. Passed.

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Executive Director Report (cont)

Operation Turkey: Last year spent \$900 on ads and \$900 for thank-yous.
ACTION: MOTION: This year buy 3 ads for Nov. and 2 for Dec. for \$900. Passed.

We are non-profit of month at KNCO. November

Paulette's spaghetti dinner. Nov. 8. All encouraged to get people to come.

Calendar 2014:

Will close Wed., Dec. 24

Will close July 4

Real Estate Update

Escrow: Papers to be signed Oct. 24.

Construction: To begin Mon. or Tues. after that date

Expect Completion: Late February

Expect Move-in: By April 1, 2014

Total estimated project and building costs just under budget: \$799, 896. 38

Includes \$18,000 in construction contingency

Layout of New Building (draft). Less traffic jams. Separate doors for various functions and separate loading area for drivers.

Property and liability: Still awaiting insurance company info. Should be soon.

Planning Committee

Bob Thurman to schedule meeting before next Board mtg to review and comment on IFM Strategic Plan. Attendees will include: Diane Chang, Gabrielle Boulard, Sue Van Son, Rick Kahil, Kathy Mollet, Dick Singleton.

Sue Van Son to prepare draft Ops Plan for review at next Board mtg.

2014 Budget: Need by early January for review by Board

Annual Meeting: Jan 28.

Invite pastors, priests.

Need guest speaker ideas

Location: Sierra Presbyterian

Next Board Meeting: Tuesday, Nov. 26

Suggestion: Start regular Board meetings at 8:30am beginning February of 2014.

Note: Bob Thurman will be meeting one-on-one with board members in future.